

# Schedule

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## **SECTION 1**

<b>Overview</b>
Registration Classroom Rules and Procedures
<b>Introduction</b>
Introduction
<b>Part 1. Introduction to Appraisal Reporting</b>
What Is an Appraisal Report? What Is the Function of a Report? Report Reminders Review Quiz Break
<b>Part 2. The Appraisal Report—Case Study</b>
Case Study Introduction Case Study Overview and Valuation Assignment Exercise 1 Morning Break
<b>Part 3. Page 1 of the URAR</b>
Market Area or Neighborhood Analysis A Neighborhood Analysis Helps to... Neighborhood Section Exercise 2 Site Comments Exercise 3 Improvements Section Exercise 4 Lunch

## **SECTION 2**

### **Part 4. A Convincing Style**

Stay Out of the Report  
Don't Hedge Conclusions Unnecessarily  
The Passive Voice  
Past or Present Verb Tenses  
Keep It Simple  
Strive to Be Specific and Precise  
Review Quiz  
Afternoon Break

### **Part 5. Punctuation Review**

Commas  
Semicolons  
Colons  
Hyphens  
Review Quiz

### **Part 6. Reporting the Sales Comparison Approach**

Explaining the Sales Comparison Analysis  
Afternoon Break  
Examples of Support for Adjustments  
Exercise 5  
Homework Assignments  
Practice Test

## SECTION 3

<b>Part 7. Writing Correctly</b>	
	Subject/Verb Agreement Parallel Structure Possessives and Apostrophes Word Choice Review Quiz Break
<b>Part 8. Writing Sample Review</b>	
	Reviewing Criteria Exercise 6 Morning Break
<b>Part 9. Reporting the Cost Approach</b>	
	Usefulness of the Cost Approach Reporting the Three Parts of the Cost Approach Practice Test Lunch

## SECTION 4

<b>Part 10. Reporting the Income Capitalization Approach</b>	
	Usefulness of the Income Capitalization Approach Reporting the Income Capitalization Approach
<b>Part 11. Convincing Reconciliations</b>	
	A Form Report Presents an Integrated Logical Argument Proofreading: The Final Step for a Convincing Report The Sales Comparison Approach Reconciliation Exercise 7 Afternoon Break Writing the Reconciliation Section of the URAR Exercise 8 Review Quiz Afternoon Break
<b>Part 12. Content Review</b>	
	Course/Individual Review, Exam Prep
<b>Exam</b>	
	Exam (60 min. multiple choice)