

Schedule

SECTION 1. (Day 1 Morning)

Overview	
	Registration
Introduction	
	Classroom Procedures Introduction—Developing a Reviewer’s Mentality
Part 1. Role of the Reviewer	
	Defining Review Distinguishing Reviewer from Appraiser Overview of the Review Process Reviewer’s Focus Professional Perspective Questions and Review Morning Break
Part 2. Reviewer Competence	
	Overview Reviewer Aptitude and Review Proficiency Standards and Ethics Requirements Review Competence—Applications Questions and Review Lunch

SECTION 2. (Day 1 Afternoon)

Part 3. Review Assignment—Identification

Overview of the Review Process
Before Accepting the Assignment
Step 1: Identification of the Problem
Questions and Review
Afternoon Break

Part 4. Review Assignment—Scope of Work

Laying the Groundwork for Scope of Work
Reviewer's Scope of Work
Analyzing Key Inputs
Resolving Scope of Work Problems
Afternoon Break

Part 5. Reviewer's Research and Analyses

Applying the Reviewer's Research and Analyses
Tests of Reasonableness
Reviewer's Framework for Review Opinions
Questions and Review

SECTION 3. (Day 2 Morning)

Part 6. Reviewer's Opinions and Reasoning

Review of the Appraiser's Analyses, Opinions, and Conclusions
Roadmap to the Review Process
Morning Break
Roadmap to the Review Process, cont.

Part 7. Reviewing the Appraiser's Report

Transitioning from Development to Reporting
Morning Break
Developing Reasons for Disagreement

Part 8. Reviewer's Own Opinion of Value

It All Starts with Scope of Work
Lunch

SECTION 4. (Day 2 Afternoon)

Part 8. Reviewer's Own Opinion of Value, cont.	
	It All Starts with Scope of Work, cont. Reviewer's Development and Reporting Process Questions and Review
Part 9. Reviewer's Report	
	General Thoughts Professional Standards Requirements for Review Reports Form Review Reports Narrative Review Reports Afternoon Break Oral Review Reports Reality Check Problems and Review
Part 10. Challenging Review Assignments	
	Complex Review Assignments Examples of Complex Review Assignments Afternoon Break Examples of Complex Review Assignments, cont. Challenging Assignments—Applications Questions and Review
Part 11. Exam Content Review—Self-Study	
	Preparing for the Exam Content Covered in the Course Self-Study Practice Test

SECTION 5. (Day 3 Morning)

Course Review	
	Instructor's Review—PowerPoint Self-Study Morning Break
Final Exam	
	Exam Distribution and Instructions Two-Hour Multiple-Choice Exam