REAL 310 03: PRINCIPLES OF REAL ESTATE
SYLLABUS: FALL 2020

Meeting Times: 09:25AM – 10:40AM
Location/Room: Online

INSTRUCTOR:
Kenneth W. Soyeh, Ph.D.
Office: Beatty Center, Suite 416
Phone: 843-953-1857 (Office)
Email: soyehkw@cofc.edu
Office Hours: Tuesdays and Thursdays via Zoom: 11:00AM–12:00PM, 03:00PM–04:30PM or by appointment.

PREREQUISITES:
Junior standing.

COURSE DESCRIPTION:
A basic course designed to cover the legal, financial, economic and marketing concepts related to real estate. Topics include property rights (contracts, deeds, mortgages, leases, liens); property ownership (titles, closing of settlement, insurance, taxes); financing (interest rates and mortgage types); brokerage; and property evaluation.

OBJECTIVES OF THE COURSE:
This course is designed to introduce students to a broad spectrum of real estate terms, concepts, activities, and issues. It synthesizes the functioning of real estate markets, legal foundations to value, and the influence of government controls in the marketplace. Students develop analytical skills in market research, valuation, risk, and investment analysis. In addition, students are introduced to multiple sectors in the market for real estate services, including brokerage, mortgages, development and property management. Upon successful completion of the course, the student should have developed an understanding of these major functions of real estate markets and gain exposure to tools used in real estate business decisions.

SCHOOL OF BUSINESS LEARNING GOALS:
The School of Business Learning goals addressed by this course include:

COMMUNICATION SKILLS: Students demonstrate the ability, via both written and spoken word, to effectively present, critique, and defend ideas in a cogent, persuasive manner. Students should be able to present thoughtful arguments during case discussions and submit analytical written papers.

QUANTITATIVE FLUENCY: Students demonstrate competency in logical reasoning and data analysis skills. This course requires an aptitude in comprehending and applying quantitative data and methods in solving practical real estate problems.
SYNTHESIS: Students demonstrate the ability to integrate knowledge from multiple disciplines incorporating learning from both classroom and non-classroom settings in the completion of complex and comprehensive tasks. Students will develop the ability to synthesize information from real estate transactional documents and other sources.

REQUIRED TEXT:

Supplemental notes will also be provided by the instructor and these will be covered on any exams.

DISCUSSION CASES:
1. “Stedman Place: Buy or Rent?”

   Publication Date: Sep 27, 2006  Product #: 207063-PDF-ENG

2. “Anderson Street”

   Publication Date (revised): Jan 22, 1992  Product #: 386036-PDF-ENG

METHOD OF INSTRUCTION:
This course is conducted on a lecture/discussion basis. You are assigned readings in the text and there may be other assigned readings at the instructor’s discretion. You would have access to lecture videos for each topic. The instructor will use real life examples on many topics to help further educate the students.

COURSE MATERIALS AND TECHNOLOGY:
Course materials will be distributed via OAKS. Students are expected to check their OAKS accounts regularly to download any materials provided for class. You need a computer with access to high speed internet. Kindly be advised that failure of your internet connection or computer during an exam/quiz will not be a good enough justification to retake the said quiz/exam. Your computer should have Microsoft (e.g. Word, Powerpoint and Excel) installed. If you have any technical issues, kindly contact the Student Computing Support Desk at (843)-953-8000 or studentcomputingsupport@cofc.edu.

RECORDING OF CLASSES (VIA ZOOM):
Class sessions will be recorded via both voice and video recording. By attending and remaining in this class, the student consents to being recorded. Recorded class sessions are for instructional use only and may not be shared with anyone who is not enrolled in the class.

COMMUNICATION CLASS CLIMATE:
The best way to contact me with personal questions/issues is via my email at soyehkw@cofc.edu. An online meeting can be scheduled by appointment via Zoom or Skype if there is the need. Generic questions relating to the lecture materials can be posted on “Course Questions” discussion board on OAKs. I will usually try to respond within 24 hours on weekdays. I may not be able to respond to your email within 24 hours on weekends. In order to maintain a cordial and effective learning environment, it is important to be courteous in your online postings and communication with your instructor as well as your colleagues.
ASSIGNMENTS AND EXAM:
Assignments: There will be three homework assignments this semester. Instructions for the three homework assignments will be posted on OAKS along with its due date. Completed projects should be submitted on OAKS. Late homework projects may be accepted by the instructor within 12 hours of the due date but will incur a 20% penalty per hour. Assignments will not be accepted more than 12 hours after the due date.

Exams: There will be three exams. All exams will be online and may be made up of a combination of multiple choice, short answers and calculations based on readings, exercises, and class discussions. If a student will miss an exam due to illness, family emergency, or work emergency, the student must contact the instructor in advance of the exam period and receive permission to take a make-up exam.

Quizzes: Four online quizzes will be completed via OAKS. It is your responsibility to check OAKS regularly for due dates of quizzes. Quizzes will not be reopened after their due dates.

GRADING CRITERIA:
Participation/Cases: 5%
Quizzes (4): 10%
Assignments (3): 15%
Exam 1: 20%
Exam 2: 25%
Exam 3: 25%

Your final numeric average, avg, will translate into a letter grade as shown below.

<table>
<thead>
<tr>
<th>avg range</th>
<th>letter grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>93 ≤ avg ≤ 100</td>
<td>A</td>
</tr>
<tr>
<td>90 ≤ avg &lt; 93</td>
<td>A-</td>
</tr>
<tr>
<td>87 ≤ avg &lt; 90</td>
<td>B+</td>
</tr>
<tr>
<td>83 ≤ avg &lt; 87</td>
<td>B</td>
</tr>
<tr>
<td>80 ≤ avg &lt; 83</td>
<td>B-</td>
</tr>
<tr>
<td>avg &lt; 80</td>
<td>F</td>
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</tbody>
</table>

There will be no resubmission of an exam or project for a higher grade. Any bonus point questions on exams will be available to all students. There will be no “special” extra credit to increase your final grade at the end of the semester.

ATTENDANCE AND PARTICIPATION:
Because it is an online course, it is very important that you maintain an active presence in the class. You should log into the course at least 3 days a week, including the scheduled class meeting times, in order to be successful. Note that I can see when you log into OAKS and can monitor your progress. Also, do not assume that this is an easy class because it is being offered online! The material is quite challenging and will demand a lot of effort on your part to be successful. Remember that discipline and hard work are key to being successful in this course.

WRITING LAB:
I will urge you to take advantage of the Writing Lab in the Center for Student Learning (Addlestone Library, first floor). Trained writing consultants can help with writing for all courses; they offer one-to-one consultations that address everything from brainstorming and
developing ideas to crafting strong sentences and documenting sources. For more information, please call (843)-953-5635 or visit http://csl.cofc.edu/labs/writing-lab/.

CENTER FOR STUDENT LEARNING:
You are encouraged to use the Center for Student Learning’s (CSL) academic support services for assistance in study strategies, speaking & writing skills, and course content. They offer tutoring, Supplemental Instruction, study skills appointments, and workshops. Students of all abilities have become more successful using these programs throughout their academic career and the services are available to you at no additional cost. For more information regarding these services please visit the CSL website at http://csl.cofc.edu or call (843)-953-5635.

ACCOMMODATION FOR DISABILITIES:
The College will make reasonable accommodations for persons with documented disabilities. Students should apply for services at the Center for Disability Services/SNAP located on the first floor of the Lightsey Center, Suite 104. You can also email them at snap@cofc.edu or call at (843)953-1431. Students approved for accommodations are responsible for notifying me as soon as possible and before the accommodation is needed. For more information, you may visit the disability services website: http://disabilityservices.cofc.edu/

ACADEMIC MISCONDUCT:
Academic dishonesty will not be tolerated. Cheating on tests or assignments that are considered group assignments will not be tolerated and a zero grade will be given if it occurs. No use of cell phones is allowed during tests and these should be turned to silent ring tones during class sessions as well as tests. The undergraduate catalog has a detailed policy on academic misconduct.

COLLEGE OF CHARLESTON HONOR CODE AND ACADEMIC INTEGRITY:
Lying, cheating, attempted cheating, and plagiarism are violations of our Honor Code that, when identified, are investigated. Each incident will be examined to determine the degree of deception involved.

Incidents where the instructor determines the student’s actions are related more to a misunderstanding will handled by the instructor. A written intervention designed to help prevent the student from repeating the error will be given to the student. The intervention, submitted by form and signed both by the instructor and the student, will be forwarded to the Dean of Students and placed in the student's file.

Cases of suspected academic dishonesty will be reported directly by the instructor and/or others having knowledge of the incident to the Dean of Students. A student found responsible by the Honor Board for academic dishonesty will receive a XXF in the course, indicating failure of the course due to academic dishonesty. This grade will appear on the student’s transcript for two years after which the student may petition for the XX to be expunged. The F is permanent. The student may also be placed on disciplinary probation, suspended (temporary removal) or expelled (permanent removal) from the College by the Honor Board.

Students should be aware that unauthorized collaboration--working together without permission-- is a form of cheating. Unless the instructor specifies that students can work together on an assignment, quiz and/or test, no collaboration during the completion of the assignment is permitted. Other forms of cheating include possessing or using an unauthorized study aid (which could include accessing information via a cell phone or computer), copying from others’ exams, fabricating data, and giving unauthorized assistance.
Research conducted and/or papers written for other classes cannot be used in whole or in part for any assignment in this class without obtaining prior permission from the instructor.

Students can find the complete Honor Code and all related processes in the Student Handbook at http://deanofstudents.cofc.edu/honor-system/studenthandbook/index.php

INSTITUTIONAL SYLLABUS STATEMENT REGARDING THE FALL 2020 SEMESTER:
The College of Charleston is committed to promoting the health and safety of our campus community. To that end, all faculty and students must abide by public health guidelines that include practicing social distancing in the classroom and elsewhere on campus, following signage indicating the entrance, exit, and traffic flow in and around campus buildings, wearing a mask or cloth face covering while in the presence of others, washing or sanitizing hands frequently, sanitizing individual and shared learning and work spaces, and staying home when sick. These practices are mandatory. Students will not be allowed to attend class without an appropriate face covering or when showing symptoms of illness.

Due to social distancing requirements, the number of students allowed in the classroom at one time is significantly reduced. As a result, most in-person courses will include a variety of online and technology enhanced components to ensure continuity of learning for each student throughout the semester. These strategies will vary by course section and students are advised to read each syllabus carefully. Faculty have planned each course to enable all students, whether they are in the classroom or working remotely, to be fully engaged in the learning experience. Before the drop/add deadline, students should decide whether the course plan on the syllabus matches their own circumstance. All faculty will use OAKS to facilitate student access to the course syllabus, course materials, and the gradebook. The College of Charleston’s standard grading system is in effect.

There is a possibility that the semester will be disrupted by weather or the pandemic. Every course syllabus will include a plan for a change in modality to ensure the continuity of learning in the event in-person classes must be suspended. Regardless of the method of instruction, all courses will move online for one week after Thanksgiving. Final exams will be administered online. Therefore, all students must have access to a computer equipped with a web camera, microphone, and Internet access. Resources are available to provide students with these essential tools.

The College anticipates that some members of the community will fall ill or test positive for the coronavirus, and then be required to quarantine thereby missing class, assignments, and assessments. Faculty are expected to provide reasonable accommodations as determined by the content, level, and expectations of their courses for students who become ill or indicate a need to isolate themselves. To the extent possible, arrangements will be made for students with COVID-19 related absences to continue in the class. Faculty are encouraged to make explicit in their syllabus what sorts of accommodations students can expect with respect to missed course meetings, assignments, and assessments. However, students should be aware that extended absences for any reason cannot be accommodated in every course. Missed assignments and assessments may result in poor or failing grades. If a student is absent from class for an extended period, a withdrawal (W) before the deadline should be strongly considered. In all cases, assigning course grades is the responsibility of the instructor consistent with the grading policy published on the syllabus.
ONLINE COURSES WITH EXAM PROCTORING (DOES NOT APPLY TO THIS COURSE!):
This course will require the use of an exam proctoring service for the course exams. Students are responsible for registering, scheduling, and the cost of the service prior to each exam. Instructions and additional information on proctoring can be found at https://academicaffairs.cofc.edu/distance-education/online-proctoring/index.php.

INCLEMENT WEATHER, PANDEMIC OR SUBSTANTIAL INTERRUPTION OF INSTRUCTION:
If in-person classes are suspended, faculty will announce to their students a detailed plan for a change in modality to ensure the continuity of learning. All students must have access to a computer equipped with a web camera, microphone, and Internet access. Resources are available to provide students with these essential tools.

CALCULATORS AND EXCEL:
Students are required to have and learn how to use a financial calculator that can calculate uneven cash flows, such as a TI-BAlII+. Students will also learn how to use financial formulas in Excel.

EXPECTATIONS:
What I Expect of You:
- I expect you to read the textbook chapters and supplemental readings provided.
- I expect you to watch/listen to the lecture videos.
- I expect you to participate in class discussions, and to speak up if you need clarification.
- I expect that you will not find every topic we cover to be of interest to you, but that you will be a good sport about it.

Expectations of Me:
- Expect me to have an active OAKs presence in the course of the semester during weekdays.
- Expect me to make course materials/assignments/quizzes/exams available on OAKs in a timely manner.
- Expect me to respond to emails within 24 hours on weekdays.
- Expect to receive feedback from me on graded assignments a week after their due dates.

STUDENT ASSESSMENT:
Your constructive assessment of this course plays an indispensable role in shaping education at College of Charleston. Upon completing the course, please take time to fill out the online course evaluation.
**COURSE SCHEDULE:**

This course syllabus provides a general plan for the course; deviations may be necessary.

<table>
<thead>
<tr>
<th>Week (Module)</th>
<th>Date</th>
<th>Chapter</th>
<th>Topic</th>
<th>Due</th>
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<tbody>
<tr>
<td>1 (1)</td>
<td>Aug 25/27</td>
<td>Parts of 1</td>
<td>Course Introduction, Syllabus The Nature of Real Estate</td>
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<td>2 (1)</td>
<td>Sep 1/3</td>
<td>Slides/Notes/Case 1</td>
<td>The Process of Home Buying and Selling</td>
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<tr>
<td>3 (1)</td>
<td>Sep 8/10</td>
<td>Parts of 2</td>
<td>Real Estate Legal Foundations</td>
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<td>4 (1)</td>
<td>Sep 15/17</td>
<td>Parts of 3, 4</td>
<td>Conveying Property Rights Government Controls</td>
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<td>5 (1)</td>
<td>Sep 22/24</td>
<td>Parts of 12, 13</td>
<td>Real Estate Agency/Brokerage/Contracts for Sale and Closing</td>
<td>(9/24) Quiz 1</td>
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<tr>
<td>6</td>
<td>Sep 29</td>
<td>Exam 1</td>
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<td>6/7 (2)</td>
<td>Oct 1/6</td>
<td>Parts of 14</td>
<td>Mathematics of Real Estate Finance</td>
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<td>7/8 (2)</td>
<td>Oct 8/13</td>
<td>Parts of 5, 7</td>
<td>Real Estate Appraisal</td>
<td>(10/13) HW 1</td>
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<td>8/9 (2)</td>
<td>Oct 15/20</td>
<td>Parts of 15</td>
<td>Mortgages</td>
<td>(10/20) Quiz 2</td>
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<td>9/10</td>
<td>Oct 22/27</td>
<td>Parts of 10</td>
<td>Mortgages Extra credit HW</td>
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<td>10</td>
<td>Oct 29</td>
<td>Exam 2 Review</td>
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<td>(10/29) HW 2</td>
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<tr>
<td>11 (3)</td>
<td>Nov 3</td>
<td>Election Day (No Classes)</td>
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<td></td>
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<tr>
<td>11 (3)</td>
<td>Nov 5</td>
<td>Exam 2</td>
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<tr>
<td>12 (3)</td>
<td>Nov 10/12</td>
<td>Parts of 18, 19</td>
<td>Before &amp; After-Tax Cash Flow Analysis</td>
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<td>13 (3)</td>
<td>Nov 17/19</td>
<td>Parts of 20, Case 2</td>
<td>Real Estate Investment Decisions</td>
<td>(11/17) HW 3 (11/19) Quiz 3</td>
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<td>14 (3)</td>
<td>Nov 24</td>
<td>Parts of 22</td>
<td>Leases and Property Types</td>
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<tr>
<td>14 (3)</td>
<td>Nov 26</td>
<td>Thanksgiving (No Classes)</td>
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<td>15</td>
<td>Dec 1/3</td>
<td>Asset Management Real Estate Development</td>
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<td>(12/1) Quiz 4</td>
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<td>16</td>
<td>Dec 8</td>
<td>Exam 3</td>
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