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Spring 5-1-2020

The Implementation of ePortfolios as a High Impact Practice In the Real Estate Practice Class

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Recommended Citation

Liu, Yu, "The Implementation of ePortfolios as a High Impact Practice In the Real Estate Practice Class" (2020). *Q2S Enhancing Pedagogy*. 144.

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California State University, San Bernardino | The College of Business & Public Administration
Department of Accounting and Finance
Real Estate Practice (FIN 481)

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

The purpose of implementing ePortfolio as a high impact practice to Real Estate practice course.

I would like to implement the ePortfolio to my Fin 481 Real Estate Practice course. The benefits I see to implementing a module based on ePortfolios are from several aspects. First, the ePortfolio can help instructor gather and distribute the class materials efficiently. The materials I created for the class will be well sorted and recorded for the students who will take the class every semester. Second, I will be able to update the body of knowledge about the class over time, and I will be able to see the pattern of how the knowledge evolves. Third, I and students can share and learn from each other to cover the related knowledge as much as possible to better incorporate what we know in academia with the industrial practices. Last but not least, the interactive and versatile learning environment would really attract students' attention so that the class time can be used effectively.

Real Estate Practice course introduces students to a broad spectrum of practical issues and activities in real estate markets. It provides the opportunity for the students to get an in-depth understanding of the real estate business. Subjects include Understand Real Estate Market; Math for Real Estate; Buying Real Estate, Mortgage, Escrow, Title Company, Inspection, Home Insurance Company; Selling Real Estate, Repairing, Brokerage, Staging; Comparative Market Analysis; Brokerage and Marketing Strategies; Investing in Real Estate Market, Debt Utilization; Flipping and Wholesaling; Construction Fundamentals; Legal Protection and Tax Benefits; Cap Rate, NOI, BTCF and ATCF; Upon successful completion of the course, students would have developed analytical skills in market research, investment, risk, and valuation analysis. In addition, students will be introduced to the use of technology in real estate market, including the use of current data and relevant software. I believe ePortfolio will be a perfect fit for this class since students could share and demonstrate their work online and in class. Meanwhile, the program would also allow students to collect their work for future uses.

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Textbook (**Recommended Reading**): *California Real Estate Practice*, 9th Edition; by Pivar,
Anderson, Otto and Subramaniam. Publisher: DearBorn; ISBN: 9781475435757;
(**Optional Reading**): *Modern Real Estate Practice*, 19th Edition; by Galaty, Allaway and
Kyle; Publisher: DearBorn; ISBN: 9781475438529

Welcome to the Class

I look forward to helping you build a foundation of knowledge and skills as you develop your understanding of real estate practice and analysis.

Having a good class is a combination of both of our contributions. You are expected to:

1. attend class;
2. ask questions when you don't understand the material;
3. participate and contribute to the class discussion (treating everyone with respect); and
4. complete the required assignments.

This will make the class much more interesting and give you the opportunity to learn more. The latter two ideas are especially important in mastering the material.

I will:

1. come prepared to every class;
2. plan classes so we can accomplish the learning objectives listed in the syllabus; and
3. create a respectful classroom environment that encourages you to ask questions and participate.

Required Materials

You might need a financial calculator for assignments in this class. I highly recommend the **BAlI Plus by Texas Instruments**. It is great for executing the calculations we will perform in this class and can be used in other business courses. The price ranges between \$20 (if you purchase it online) to \$35 (if you purchase it in a store).

You will also need access to spreadsheet, word processing, and presentation software. These resources are available throughout the libraries located at CSUSB as well as the Finance Computer Lab located in Jack H. Brown Hall (first floor).

General Course Guide

Course Description: This course introduces students to the practice of legal, marketing and financial aspects of running a real estate business. Focus will be on the practical application of real estate theories to the operation of the firm. Subjects include Understand Real Estate Market;

Math for Real Estate; Buying Real Estate, Mortgage, Escrow, Title Company, Inspection, Home Insurance Company; Selling Real Estate, Repairing, Brokerage, Staging; Comparative Market Analysis; Brokerage and Marketing Strategies; Investing in Real Estate Market, Debt Utilization; Flipping and Wholesaling; Construction Fundamentals; Legal Protection and Tax Benefits; Cap Rate, NOI, BTCF and ATCF; A foundation for potential licensing and certification will be developed. This course meets the requirement for California Broker Credit. Prerequisite: FIN 313.

Objectives of the Course: This course is designed to introduce students to a broad spectrum of practical issues and activities in real estate markets. It provides the opportunity for the students to get an in-depth understanding of the real estate business. Upon successful completion of the course, students should have developed analytical skills in market research, investment, risk, and valuation analysis. Students will be introduced to the use of technology in real estate market, including the use of current data and relevant software.

JHBC Learning Goals for Undergraduate B.A. Administration: 1). Specific Knowledge and Skills: Each student should obtain specialized knowledge and skills for the creation of value through integrated operations and distribution of goods, services, and information. 2). Communication: Each student can effectively communicate, either written or oral. 3). Ethical Reasoning within Global Context: Each student can identify and evaluate ethical issues within a global context and articulate a realistic recommendation to inform decision-making. 4). Problem Solving using Information Technology: Each student can work through the problem-solving process using information technology to identify a problem, evaluate solutions, and devise an innovative strategy to achieve a desired goal.

Assignments, Tests and Grading

Homework: There will be four homework assignments with presentations this quarter. Instructions for the four homework assignments will be given in class or through email along with its due date. Completed assignments should be submitted through ePortfolio. Late assignments will not be accepted after the due date.

Quizzes: There will be **2 or more quizzes** during this quarter. The quizzes may be given every class. The quiz can be either in-class or take-home. **Only 2 quizzes** with the highest score will be recorded and used to calculate your final score. No make-up quizzes will be given.

Final Project

You will have a final project due at the end of the semester. Details for the project will be posted on Blackboard during the quarter. Completed assignments should be submitted through ePortfolio. Late submissions will not be accepted by the instructor.

Grading: The final grade for the class will be a weighted average from the following categories:

Homework and Presentation (4)	(10% each) 40%
Quizzes (2)	(10% each) 20%
Final Report and Presentation (1)	40%
<hr/>	
Total	100%

Please note that the grading scheme is tentative and may change during the quarter

This weighted average translates into the final letter grade of the quarter according to:

93.0 ≤ average,	A	90.0 ≤ average < 93.0,	A-
87.0 ≤ average < 90.0,	B+	83.0 ≤ average < 87.0,	B
80.0 ≤ average < 83.0,	B-	77.0 ≤ average < 80.0,	C+
73.0 ≤ average < 77.0,	C	70.0 ≤ average < 73.0,	C-
67.0 ≤ average < 70.0,	D+	60.0 ≤ average < 67.0,	D
Average < 60.0,	F		

Honor Code: Plagiarism in any form is not acceptable. Evidence of plagiarism in any course including projects, exams, and homework assignments will automatically result in punishment according to CSUSB statute which potentially includes expulsion from the university. You are strongly advised to read the CSUSB honor codes and definitions of plagiarism.

Missing Quizzes or Homework assignments: No makeup exams or the presentations will be arranged.

Attendance: Class attendance will help you learn the required material and represents a significant portion of your grade. As a result, **class attendance is required.** Attendance will be regularly checked with attendance sheet at the beginning of each class and will be verified (may through in-class quizzes if we have any) at the end of the class. Students are expected to attend the class regularly and be punctual to class. Unexcused absences will affect the student's grade adversely. **Every unexcused missing class will reduce the student's final grade by five points. Every unexcused late arrival or early leaving will reduce the student's final grade by two and half points.** If a student has a legitimate excuse preventing the class attendance, the instructor must be informed through email. **Only an email is acceptable**, and the excuse is subject to instructor's discretion and approval. It will be the student's sole responsible for catching up the missed information in the lecture.

Legitimate excuses:

- due to illness - note from doctor
- death in family - copy of obituary
- other - on a case by case basis

Please read carefully: I must be informed before/during the class period for it to count as an excused absence. If you cannot see me in person, send me an email. Your documentation must be submitted to me by the quarter's end and it must contain a telephone number so the absence can be verified. Failure to follow the guidelines will mean that you forfeit the excused absence option.

CSUSB Administrative Drop policy: Faculty members may initiate an administrative drop of a student in their courses based on any one of the following criteria:

1). Lack of attendance: Students who fail to attend two consecutive class meetings during the first three weeks of the quarter without contacting the faculty member or making special arrangements may be dropped. Students in on-line or hybrid classes who fail to make contact with the instructor either in person or electronically (via email or Blackboard) within the first four days of the start of the quarter may also be dropped during the first three weeks of the quarter.

Students who are administratively dropped will receive a notice from the department initiating the drop. This communication will be sent to the student's CSUSB Email. Students should not assume they are automatically disenrolled unless written confirmation is received. It is the student's responsibility to withdraw from classes formally.

If the administrative drop reduces the student's unit load below 6.1 units, the student may be eligible for a refund of certain fees. However, it is the student's responsibility to file a request for a refund of fees by the deadline printed in the Quarterly Class Schedule. Refunds are pro-rated beginning with the first day of classes. Check the class schedule for additional refund information. Questions regarding refunds should be addressed to the Student Accounts Office at (909) 537-5153.

Course Topics & Projected Calendar

(subject to change)

Class	Content	Event & Due Date
1	Course Introduction; Understand Real Estate Market	
2	Understand Real Estate Market	
3	Math for Real Estate	
4	Buying Real Estate, Mortgage, Escrow, Title Company, Inspection, Home Insurance Company	
5	Buying Real Estate, Mortgage, Escrow, Title Company, Inspection, Home Insurance Company	
6	Home Buying and Mortgage Presentation	HW 1 ePortfolio
7	Selling Real Estate, Repairing, Brokerage, Staging.	
8	Selling Real Estate, Repairing, Brokerage, Staging.	
9	Brokerage	
10	Comparative Market Analysis Presentation	HW 2 ePortfolio
11	Brokerage	
12	Brokerage, Investing in Real Estate Market Investor's Perspective, Debt Utilization	
13	Investing in Real Estate Market Investor's Perspective, Debt Utilization	
14	Direct Mail and Logo Design Presentation	HW 3 ePortfolio
15	Investing in Real Estate Market Investor's Perspective, Debt Utilization	
16	Website Design Presentation	HW 4 ePortfolio
17	Investing in Real Estate Market Flipping and Wholesaling	
18	Construction Fundamentals Legal Protection and Tax Benefits	
19	Legal Protection and Tax Benefits	
20	Project Presentation	
21	Final Project ePortfolio	