

**Saddleback College**  
**Business Science Division**  
**Course Syllabus**  
**RE 176a**  
**Real Estate Appraisal**  
**via INTERNET**

**Instructors: Martin Welc**  
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### **Course Description**

An introductory course covering the purposes of an appraisal, the appraisal process, and the different approaches, methods, and techniques used to determine the value of various types of property. Emphasis will be on residential and single-unit property.

Applies toward State's elective educational requirements for the 18-month completion of the real estate salesperson license.

Applies toward State's core educational requirements for the broker's examination.

Applies toward Department of Real Estate (DRE) basic education.

Applies toward Office of Real Estate Appraisers (OREA) basic and continuing education.

### **Course Objectives**

Upon completion of this course, the student will be able to:

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1. Identify pertinent physical, functional and economic factors related to value in single-family residences.
2. Complete research relative to a single-family residential appraisal.
3. Estimate market value using each of the three traditional approaches to value; the cost, market data, and income approaches.
4. Recognize when one or more of the approaches to value are not applicable.
5. Apply real estate appraisal terminology and principles in an appraisal report.
6. Summarize and evaluate the role and importance of the appraiser in the real estate industry.
7. Evaluate career possibilities in the field of real estate appraisal.

### **Textbooks**

**Required** materials for this course include the following:

*Real Estate Appraisal*, Rockwell Publishing, Author Joseph F. Schram, Jr. *Real Estate Appraisal: Student Guide and Online Access Code*

The quizzes and final exams found online. This means that you must have access to a computer with a reliable, stable Internet connection.

### Optional References

*The Plain Language Dictionary of Real Estate*. Bella Vista Publishing Company, Inc. (c) 2004. ISBN: 0-9718225-0-6 [Available in the bookstore](#).

*Questions & Answers to Help You Pass the Real Estate Appraisal Exam*; Fisher/Tosh; Dearborn, 4<sup>th</sup> Ed.

*Real Estate Law; California Department of Real Estate (latest edition)*. NOTE: This book is FREE online in Adobe Acrobat format. Get it at <http://www.dre.ca.gov/relaw.htm>

*Reference Book: A Real Estate Guide; California Department of Real Estate; 0-916478-02-5 (or latest edition)* NOTE: This book is FREE online in Adobe Acrobat format. Get it at <http://www.dre.ca.gov/reftoc.htm>

The telephone number for the **Saddleback College Bookstore** is 949/582-4715.

## Due Dates

All online course work (**quizzes and final exam and essay**) must be completed online on or before 12, midnight of the last day of the course as listed in the class schedule ([www.saddleback.edu](http://www.saddleback.edu)). You do NOT need to click on the "submit" button in the online course to receive credit.

The **essay** may be submitted in person or by mail addressed to Martin Welc, Real Estate, BGS 202, Saddleback College, 28000 Marguerite Parkway, Mission Viejo, CA 92692 in my postal mailbox on campus on or before 5pm on the last business day of the class. It may also be submitted by email to [mwelc@saddleback.edu](mailto:mwelc@saddleback.edu) on or before 12, midnight of the last scheduled day of the course. The hard copy essay is due no later than 5:00 pm of the last **weekday** of the course as listed in the class schedule ([www.saddleback.edu](http://www.saddleback.edu)).

To obtain a completed **course verification form** ([www.saddleback.edu/faculty/mwelc/forms](http://www.saddleback.edu/faculty/mwelc/forms)), follow these instructions exactly and do so before the end of the course or within one week of course end:

1. Complete ALL work for the course.
2. Deliver to Professor Welc in person or send by postal mail your essay *together with* the course verification form *and* a self-addressed stamped envelope.

## 1. Course Requirements and Grading

1. You must complete the required reading, that is, the textbook chapters and the online material.
2. Complete the self-assessments, activities, reviews, exercises, case studies, quizzes, etc., in the text and online. All of these will help clarify your understanding of the concepts and calculations, reinforce learning, and enhance mastery.  
Read all announcements and updates provided in the online course materials.
3. **Complete all quizzes and Final Exam Sections online. These are the scores that count toward your grade!**
4. Write a 500-word Essay on a topic of your own choosing related to the course content.

IMPORTANT: The short essay is graded as satisfactory or not satisfactory.

Your grade will be based on your first online quiz scores (cumulative and challenge exercises), your first final exam score, and your essay.

The FIRST Final Exam will count for 75 percent of your grade. The first quiz scores from the “challenge” and the “cumulative” will count for 20 percent of your grade. The essay will count for 5 percent of your grade.

## About the Online Course

Note: We do **not** use Blackboard for this course! We use ROCKWELL.

- Getting Started. To access your course you will need a User ID and Password. Log onto [www.rockwelleducation.com/cc](http://www.rockwelleducation.com/cc) and enter the key code (found on the cardboard backing of the student guide) and course information in the corresponding fields and selecting the appropriate roster. After click the “Submit” button you will be assigned a User ID and Password. Save this information as it will allow you to log into your account and begin your course.
2. You are allowed as many hours as you need for completing the course.

## More How-To

- You will need the textbook, the online access code, and a user name and password. **The information for setting up the access to the online course is included with the Student Guide and online access code. Follow those instructions carefully. You cannot enter the online course without this information!**
- Remember, you will need the textbook, the online access code (called **a keycode**), and a user name and password. The information for setting up the access to the online course is included with the Student Guide and online access code. Follow those instructions carefully. You cannot enter the online course without this information!  
NOTE: You cannot share the keycode with another learner. The keycode is tied to your work in the course, so sharing will not work.  
ANOTHER NOTE: You need a different keycode for each Rockwell course you use. If you are taking four classes that use the Rockwell system, you will need four different, separate keycodes.
- To use the online course, after you have received your password, go to <http://www.rockwelleducation.com/> and log on by entering your User ID and password.
- The PRE-TEST does NOT count toward your grade. It will be used to help you judge your starting knowledge ... and it will help us monitor the effectiveness of the online course. Please complete the Pre-test as soon as you access the online course. You must take and complete the PRE-TEST before starting your work in the class.
- Recommendation: Work through the course by reading a chapter of the text and doing the exercises. Try to do this BEFORE the live class. Then do the chapter work online. This will reinforce your learning.
- **If you experience any difficulties during the online registration process, please contact Rockwell at 1-800-221-9347.**
- And ... Get started right away. Work in small chunks. Take breaks. Do not procrastinate. And if you need help, send email to [mwelc@saddleback.edu](mailto:mwelc@saddleback.edu).

## About the Final

- Your final exam will be administered online, inside the Rockwell course. You have **two** hours to take the FIRST Final Exam. The online system will give you five hours, but your

professor allows you only two hours for the first final exam. Your professors can see all your work and time spent.

- The Final has 100 multiple choice questions.
- Also, please complete the Final exam in *one sitting*, just as you would in a live class. This does not mean you cannot take a break for a few minutes. You may exit the Final if you wish to take a break. The system will remember your answers and you can pick up where you left off.
- The system will allow you three attempts on the Final. **ONLY THE FIRST ATTEMPT COUNTS TOWARD YOUR GRADE!**

## About the Essay

- The essay should be between 500 and 600 words. This is about a page and a half.
- Write on a topic of your own choosing, as long as it is *related to course content and a topic that has value for the student writer!*
- The **essay (hard copy)** may be submitted in person or by mail addressed to Martin Welc, Real Estate, BGS 202, Saddleback College, 28000 Marguerite Parkway, Mission Viejo, CA 92692 on or before the last business day on the class before 5pm. The hard copy essay needs to be in my postal mail box by 5pm on the last business day of the class. The course schedule with the last day of the class may be found at, [www.saddleback.edu](http://www.saddleback.edu). It may also be submitted by email to [mwelc@saddleback.edu](mailto:mwelc@saddleback.edu). The essay that is sent by email is due no later than 12, midnight of the last **day** of the course as listed in the class schedule ([www.saddleback.edu](http://www.saddleback.edu)).

## Grade Computation

Your grade will be based on your first quiz scores and the FIRST Final Exam score, and your essay. The Progress Test ("midterm") does NOT count toward your grade. You must take and complete the midterm to be able to move ahead with your course work in the class. Your grade will be computed according to the percentage correct/possible of all questions and the essay. The FIRST Final exam is 75 percent of your grade. The first challenge and cumulative exercises are worth 20 percent of your grade. The essay is worth 5 percent of your grade.

### GRADE WEIGHTING

First Final Exam Attempt	75%
Average quiz score	20%
Essay	5%
Total	100%

### GRADE COMPUTATION

90-100%	= A
80-89%	= B
70-79%	= C
60-69%	= D
< 59%	= F

### \*\*\*IMPORTANT GRADE INFORMATION\*\*\*

The Family Rights and Privacy Act of 1974 restricts the release of certain student information such as grades. Therefore, please **do not call for grade information**. Your performance score/grade will be

mailed to you if you provide your instructor with a self-addressed, stamped envelope or postcard at the Final Exams, or you may go to <http://www.socccd.org/grades>.

If you decide to drop this course, **you must** go to the Office of Admissions and Records in the Student Services Building.

**If you fail to officially drop** and do not complete the course, **you will receive an "F" on your permanent record. This is a College rule. Your instructor cannot change it.**

## **Disability Accommodations**

If you have specific disabilities and require accommodations, please let me know early in the semester, so that your learning needs may be appropriately met. You will need to provide documentation of your disability to the Special Services Office in Student Services Center, Room 113.

Students with disabilities, including non-visible disabilities such as chronic diseases, learning disabilities, head injury and attention deficit disorder, are encouraged to contact the instructor to discuss appropriate accommodations that might be helpful to them.

Students with disabilities who may need academic accommodations should discuss options with their professors during the first two weeks of class.

Any student with a documented disability needing academic adjustments or accommodations is requested to speak with the instructor. All discussions are and will remain confidential.