

2012 DABR Professional Development/Continuing Education

THREE CORE CLASSES at NO CHARGE for Board Members

Cancellation Policy: You will retain NO-CHARGE registration for the same core class if cancellation is received before class begins.

Full credit or refund will be issued if cancellation is received before a CE class begins. Computer LAB cancellations must be received by NOON the day before class. To receive a completion certificate you must be present 90% of the classroom time.

*Courses approved or * submitted for continuing education credit are designated by the following letters which appear in the certification number:*

Ethics-C, Core Law-D, Elective-E, Computer RE Specific-F, Civil Rights-G

As of January 29, 2012 — Subject to change.

*You can go to **Members Only** at dabr.com to register*

February 2012

Approved Real Estate Continuing Education Classes

- | | | | | | | | |
|---|--|-------------------|-----------------|----|----------------|---------|-------|
| 7 | iPad for Agents-Basic | Mobile Technology | 9-11 am | 2 | David Kingston | \$5/10 | F |
| Learn how the Apple® iPad® can make your business life easier! This entry-level class will show you the basics of navigating and becoming familiar with the Apple iPad®. Learning the touch interface, setup email contacts and calendars, syncing with your computer and basic customization of your iPad® will be covered. Also discussed- how to integrate the iPad® into your everyday workflow. This class is for those who currently have, or are considering purchasing the Apple iPad® or iPad2®. Having your device in class is not required, but you are encouraged to bring it along if you already have one! | | | | | | | |
| 9 | Rapattoni MLS 3: Advanced Version 10 | Essential | 10 am-12:10 pm | 2 | John Junker | \$15/20 | F LAB |
| NEWLY UPDATED! Following Rapattoni MLS 1 & 2, learn to create a complete CMA package using results from a radius search, how to customize searches, search results & exports and how to generate advanced statistical reports. | | | | | | | |
| 14 | iPad for Agents-Advanced | Mobile Technology | 9-11 am | 2 | David Kingston | \$5/10 | F |
| Go beyond the basics of the iPad and learn advanced tips and tricks to get the most out of the tablet. Filling out contracts, making fliers and spreadsheets and hosting your own online meetings are topics to be covered. Creating presentations for clients, editing, sending and storing word processing documents, fliers and spreadsheets will be reviewed. Find out about some of the must-have apps for active agents including: Real Estate Searching – Using the MLS, realtor.com, other 3rd party search apps; Document Preparation – Filling out and delivering contracts, Zip Forms, digital signature technologies and Collaborating – Hosting online meetings with clients, sharing files, transferring files between iPads and computers. | | | | | | | |
| 14 | Taking the FEAR out of Selling HUD Homes | MARKET RELEVANT | 2-4 pm | 2* | Debbie Moore | \$5/10 | E* |
| BRAND NEW CLASS! Start with the fundamentals- find out how to sign up on the Hudhomestore site, submit offers, checking status of offers and properly complete required forms. Be introduced to the three asset management companies Hud is currently using to outsource properties and find out how utility activation and keys are handled. Receive informative materials and meet a representative lender and title officer who will apprise you special considerations involving HUD transactions. Receive a complete overview of what you need to know to sell HUD property and to knowledgeably advise and guide your clients. | | | | | | | |
| 15 | LAW & ORDER in Real Estate Transactions | CORE LAW | 9-Noon | 3 | Joe Moore | \$30/40 | D |
| CORE LAW One of our most appreciated Core Law classes. Review the latest cases, recent insurance settlements and legislation that will impact your business. Vital updates about disclosures, agency, and license law violations, listing contracts, Megan's Law and point-of sale ordinances are just some of the topics to be addressed. | | | | | | | |
| 16 | Selling New Construction 3- Drywall and Interior Finishes | | 11-Noon | 1 | Charlie Simms | 5 | E |
| CLASS HELD AT THE MODEL OF THE CURRENT CONSTRUCTION SITE IN PATTERSON SQUARE, 237 W. First Street , Downtown Dayton. This is the third of four-one hour-monthly classes presented by Charlie Simms of Charles Simms Development. Lunch will be provided immediately following this class. Charlie is a local builder and a Real Estate Broker and Member of the Institute of Residential Marketing. He has built over 2000 homes, condominiums, and apartments in the greater Dayton and Cincinnati areas. Charlie is past President of the Dayton Home Builders Association and the Ohio Home Builders Association. A Release of Liability Form will be provided and required for registration. | | | | | | | |
| 21 | Distressed Property Gold Mine | Niche Marketing | 9 am - 12:10 pm | 3 | Sham Reddy | \$15/20 | E |
| Another NEW CLASS! Almost half of the properties being sold in today's market are distressed sales. With no end in sight, learn how you can capitalize on assisting these sellers and buyers? Yes, there are buyers for these properties- from where will they obtain financing? Why should seller consider moving up if their equity is greatly reduced? Are the properties distressed or are the sellers? Maybe both! What's the plan of action for a seller in distress? Is there a plan of action for distressed property? Examine important distinguishing details of short sales, bank owned (REOs), estate sales, HUD, VA, and FNMA/Freddie Mac owned properties. Also examine financing options: Master leases with options, Seller Financing with and without underlying mortgages, Land contracts, Lease purchases and lease options, Private lending, Hard-money lending and Self directed IRA/401K lending. | | | | | | | |
| 22 | NEW SHORT SALE GUIDELINES FOR 2012 | MARKET RELEVANT | 9-Noon | 3 | Bob McManus | \$10/15 | E |
| BRAND NEW CLASS! What are the RIGHT short sales to pursue and which ones not to touch? How to APPROACH your homeowners with the BEST information that will have them wanting to work with you. Review EXACTLY what the banks are looking for from you. What you need to know to CLOSE more short sales. How to have the banks send you REFERRALS. | | | | | | | |
| 23 | ReInsight Public Record System, Tax Roll | Essential | 10 am-12:10 pm | 2 | John Junker | \$15/20 | F LAB |
| Property Record Information: Fidelity Tax Rolls. Become familiar with the new property record system. Learn how to interface with the MLS and how to use it independently from the MLS. Learn how to have well defined search results for labels, CMAs and much more. Database currently includes Montgomery, Greene, Warren, Clark, Preble and Miami counties. | | | | | | | |

Please page down for more CE classes and registration information

You can go to **Members Only** at dabr.com to register

- 28 **Reducing Property Taxes- Appeal Process** 9 am - Noon 3* Christopher Finney \$10/15 E*

Property taxes are one of the greatest expenses associated with property ownership, and they are ever changing. Many owners are unaware that in each county, there is a legal right to challenge one's valuation and that process can result in a tax reduction and in some cases in a tax refund. This class will review how to minimize your property tax expense by working with valuation professionals who understand the local real estate markets, property valuation and property taxes for both residential and commercial property. Montgomery County Auditor Karl Keth has been invited to participate in this session.

March 2012

Approved Real Estate Continuing Education Classes

- 6 **CONTRACTS 1: Services for Selling** 1-4 pm 3 Nick Popadyn \$15/20 E

Begin with a thorough discussion of contracts in general and review the critical aspect of creating agreements. Review the EXCLUSIVE RIGHT TO SELL CONTRACT and be able to explain and answer questions important to your seller. Learn the best ways to discuss required issues as benefits to the seller: agency disclosure, offers of compensation, what's negotiable, exclusive agency vs. exclusive right, the listing period, determining listing price, brokerage fees, cooperation with other brokers, potential for dual agency, disclosure of defects, housing inspections, broker's and buyer's obligations, terminal period, compensation, retainer, and company policy disclosure.

- 7 **iPad for Agents-Basic** *Mobile Technology* 1-3 pm 2 David Kingston \$5/10 F

Learn how the Apple® iPad® can make your business life easier! This entry-level class will show you the basics of navigating and becoming familiar with the Apple iPad®. Learning the touch interface, setup email contacts and calendars, syncing with your computer and basic customization of your iPad® will be covered. Also discussed- how to integrate the iPad® into your everyday workflow. This class is for those who currently have, or are considering purchasing the Apple iPad® or iPad2®. Having your device in class is not required, but you are encouraged to bring it along if you already have one!

- 8 **Rapattoni MLS 1: Basic Version 10** *Essential* 10 am-12:10 pm 2 John Junker \$15/20 F LAB

NEWLY UPDATED! If you are a recently licensed agent you should be taking this class! Learn the basics of the Rapattoni MLS system: how to set up the PC, use Internet Explorer to access the system, logging on, change personal preferences, set up personal

- 8 **CONTRACTS 2: Services for Buying** 1-4 pm 3 Nick Popadyn \$15/20 E

Why is representing buyers by written agreements smart and profitable? What is the value added to representation when you do use a written agreement? Exactly what commitments are you and the buyer making to one another and why? Who do you really represent and how is that expressed in constructing an offer to purchase and presenting it? Examine in detail and discuss the BUYER AGENCY AGREEMENT-EXCLUSIVE RIGHT TO REPRESENT. Find out how you can formalize your relationship with your buyers and show them how you bring unique services to their home buying pursuit. Secure your representation, your relationship and your commission. STOP taking the risk of losing your buyers.

- 12 **CONTRACTS 3: Creating a Purchase Agreement** 1-4 pm 3 Nick Popadyn \$15/20 E

Learn and understand the CONTRACT TO PURCHASE REAL ESTATE. Examine the importance of: property identification, what stays and what goes, price, financing terms and deadlines, type of deed and title insurance, tax proration, seller representations, possession, damages, acceptance, closing, earnest money and deposit receipt and the importance of personally presenting the offer. Learn how to construct an agreement that reflects a true "meeting of the minds" between buyer and seller in complete compliance with your fiduciary duties while minimizing your exposure and liability. Find out how to offer your buyer services beyond the status-quo in securing the home they want. Find out how to protect your seller. Learn what it takes to get your offer accepted.

- 13 **CONTRACTS 4: Handling Inspections & Closing** 1-4 pm 3 Nick Popadyn \$15/20 E

The INSPECTION ADDENDUM & POST INSPECTION AGREEMENT are highly structured forms with specific responsibilities and timetables that savvy agents know inside and out. Review and discuss: buyers' concerns, choosing inspectors, attending inspections, whole house vs. individual inspections; agent's responsibilities, environmental red flags, what constitutes a defect, renegotiating, right to cancel, accountability in timely delivery, release of earnest money, home warranties, and residential property disclosure form. Learn fundamental principles that guide you through the use of these addenda. Find out how to avoid deal-killing inspections and commission contributions for curing them. Also quickly review the OCCUPANCY ADDENDUM and the new CONDO ADDENDUM and more!

- 14 **Ethics: Trust Rules** *Fulfills NAR Ethics* *Core Ethics* 6-9 pm 3 Nick Popadyn \$30/40 C

CORE ETHICS Fulfills ODRE&PL and NAR Ethics requirements. Even with the best intentions it is not always clear what should be done or why. There are regulations, rules, canons, codes, policies and procedures that all converge in the complex and evolving business of real estate sales. To be successful in the long term licensees must be able to establish themselves as worthy of trust and respect by their clients and competitors. In this class licensees will examine the connection between character and reputation, between compliance with regulation and fiduciary responsibilities and between social contract and the Canon and Code of Ethics. Examination of case studies, with review and application of professional and regulatory standards will be a key part of this class.

- 15 **Selling New Construction 4- Final Inspection and Closing** 11-Noon 1 Charlie Simms \$5 E

CLASS HELD AT THE MODEL OF THE CURRENT CONSTRUCTION SITE IN PATTERSON SQUARE, 237 W. First Street, Downtown Dayton. A Release of Liability Form will be provided and required for registration. This is the fourth of four one hour- monthly classes presented by Charlie Simms of Charles Simms Development. Lunch will be provide immediately following this class for those attending. Charlie is a local builder and a Real Estate Broker and Member of the Institute of Residential Marketing. He has built over 2000 homes, condominiums, and apartments in the greater Dayton and Cincinnati areas. Charlie is past President of the Dayton Home Builders Association and the Ohio Home Builders Association.

Please page down for more CE classes and registration information

State of Real Estate in the Miami Valley 2012

NAIOP

9 am - 12:15 pm

3*

Community & Business Leaders

\$59

E

NAIOP-Commercial Real Estate Development Association Conducted at the NATIONAL COMPOSITE CENTER, (Old DESC) 2000 Composite Drive Kettering, off Wilmington Avenue near the old Channel 2 studio building or enter on Forrer Avenue. 8:30 Continental Breakfast and networking.

Presentation will cover: **State of the Economy** – Richard Stock, Director, University of Dayton Business Research Group. **1.Residential Panel** - Amanda Cox moderating: Rick Heben, General Manager, Coldwell Banker Heritage Realtors; Charlie Simms, President, Charles Simms Development and Walt Hibner, Executive Director, Home Builders Association of Dayton & The Miami Valley. **2.Retail Panel** - Todd Duplain moderating: Danielle Kuehnle, Director New Development Sales & Leasing, Oberer Realty Services; Bo Gunlock, Vice President of Asset Management, RG Properties and Dave Duebber, General Manager, Dayton Mall. **3.Industrial Panel** – Dave Dickerson moderating: Ed Blake, Senior Partner & CEO, Miller Valentine; Mark Dlott, President/Principal, Cassidy Turley; Jeff Slocum, Logistics General Manager, Caterpillar and Tom Nikolai, Vice President/General Manager, Mark Fornes Realty. **4. Office Panel** – Mike Grauwelman moderating: Bob Mills, Chairman, Synergy Building Systems; Paul Miller, Vice President, CB Richard Ellis and Jeff Johnston, Senior Sales Vice President, Colliers International. **5.Finance Panel** – Jeff Stickle moderating: Mark Brady, Partner, EBS Asset Management; Dan O'Donnell, Senior Vice President, PNC Bank and Steve Naas, President, CountyCorp

Social Media in Real Estate

9 am - 12:10 pm

3*

James Goddard

\$15/20

E*

Start with an overview of social media and learn how to communicate quickly, privately and why and how to keep a record of your use. Review the basics of FaceBook, Twitter and LinkedIn. Which is the consumer using the most and for what? How and why to connect with the members of these sites? Ways to advertise appropriately on FaceBook. How to use Twitter to communicate privately. Who is using LinkedIn and how to connect with the consumers here. Creating a FaceBook Fanpage to market for your clients. Why a YouTube account? A Google account? How to use Skype effectively for business. Is having a Blog worthwhile? Obtain answers to these and many other question about using social media by attending this class.

iPad for Agents-Advanced

Mobile Technology

1-3 pm

2

David Kingston

\$5/10

F

Go beyond the basics of the iPad and learn advanced tips and tricks to get the most out of the tablet. Filling out contracts, making fliers and spreadsheets and hosting your own online meetings are topics to be covered cover. Creating presentations for clients, editing, sending and storing word processing documents, fliers and spreadsheets will be reviewed. Find out about some of the must-have apps for active agents including: Real Estate Searching – Using the MLS, realtor.com, other 3rd party search apps; Document Preparation – Filling out and delivering contracts, Zip Forms, digital signature technologies and Collaborating – Hosting online meetings with clients, sharing files, transferring files between iPads and computers.

Rapattoni MLS 1: Basic Version 10

Essential

10 am - 12:10 pm

2

John Junker

\$15/20

F

LAB

GET THE MOST OUT OF YOUR MLS! If you are a recently licensed agent or never really went beyond what you could teach yourself, you should be taking this class! Learn all the important elements of the Rapattoni MLS system: how to set up the PC, use Internet Explorer to access the system, logging on, setting up and changing personal preferences. Learn and understand how to customizing your MLS Homepage, auto-filling tax information, adding a listing, using options on "Revise Listing" menu, status and information change, uploading and managing property photos and attaching external documents. Then review the Standard Search using MLS areas and other available search fields, Map Search and receive an overview of other MLS search options.

Increasing Business with VA Buyers

9 am - 12:10 pm

3*

Ashok Ghildyal

\$15/20

E*

For those that serve and have served our country special financing programs have been created. The more you can learn about these programs the more you can assist veterans and also generate business. In this class you will examine VA Mortgage programs and why they are important. Learn and understand the basics by attending this class: Demographics of veterans; Why only 1.5% of the Veterans use the VA mortgage; Eligibility – what it means and the rules for veterans & active duty; Loan basics LTV, credit score, income and rate sheet analysis; Mortgage credit, foreclosure, funding fee & loan limits by county and Jumbo mortgages. **Platinum Title will be providing lunch to those who attend immediately folloing the class.**

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2012 Continuing Education Class Registration

THREE CORE CLASSES at NO CHARGE for Board Members, once per 3-year cycle

Cancellation Policy: You will retain NO CHARGE registration for same core class if cancellation is received before class begins

Full credit or refund will be issued if cancellation is received before a CE class begins. Computer LAB cancellations must be received by NOON the day before class. To receive a completion certificate you must be present 90% of the classroom time.

For special accomodations contact the Director of Professional Development-937-223-0900

Name: _____ Member # _____ Daytime Phone _____

Email : _____ File Number: SAL BRK _____

Payment of \$ _____ Bill my DABR Account Check # _____ Master Card VISA Disc

Credit Card # _____ 3-Digits _____ Expiration _____

Signature _____ Date _____ Thank YOU!

Fax to 937-223-1084 or send an email message to CEregistration@dabr.com