

Instructor(s)

Cindy B. Sinanan
MD, DC, & VA Broker

Dates

Module #2: 5/6 - 5/24/2024

Class Days & Times

Monday, Wednesday, Friday
5:00PM - 10:00PM
(1 Hour Dinner Break Included)

Refer to Our School Catalog for Our Policies & Procedures

COURSE SCHEDULE SYLLABUS - MODULE #2

No additional textbooks for this module. Workbooks & Handouts are provided a part of the course.

Session #	Date & Time	Topics	Units Covered
1	5/6/2024 (Mon) 5:00PM - 10:00PM	The Challenge of Change Leadership Management Skills Scenario & Analysis Based Discussion	Session 1 Worksheet
2	5/8/2024 (Wed) 5:00PM - 10:00PM	Communication & Decision Making Analyzing the Business Environment Analyzing the Market	Session 2 Worksheet
3	5/10/2024 (Fri) 5:00PM - 10:00PM	Quiz #1 Developing a Plan Scenario & Analysis Based Discussion Structuring the Organization Structuring Business Systems	Session #1 & 2 Session 3 Worksheet
4	5/13/2024 (Mon) 5:00PM - 10:00PM	MD Real Estate License Law & Regulation MD Law - Brokerage MD Law - Fair Housing	Session 4 Worksheet
5	5/15/2024 (Wed) 5:00PM - 10:00PM	MIDTERM Structuring the Finances	Session #1-4 Session 5 Worksheet
6	5/17/2024 (Fri) 5:00PM - 10:00PM	Business Policies and Procedures Marketing and Advertising Scenario & Analysis Based Discussion Practical & Legal Realities of Staffing	Session 6 Worksheet
7	5/20/2024 (Mon) 5:00PM - 10:00PM	Quiz #2 Recruiting, Selecting, and Hiring the Staff Professional Development Coaching Performance Scenario & Analysis Based Discussion	Session #5-6 Session 7 Worksheet
8	5/22/2024 (Wed) 5:00PM - 10:00PM	Critiquing Operations Managing Risk Scenario & Analysis Based Discussion	Session 8 Worksheet
9	5/24/2024 (Fri) 5:00PM - 10:00PM	MREC - Supervision Final Review & Examination	Handout All Sessions