





<p><b>Real Estate Agency</b>  <b>Fall 2018</b>  <b>Tuesday, 6:30 – 9:20 pm, BLB 090</b></p>	
<b>PROFESSOR:</b>	<p>Dr. Anjelita Cadena</p> <p>Office: BLB 331B (940) 565-3099</p> <p>E-Mail: <a href="mailto:Anjelita.Cadena@UNT.edu">Anjelita.Cadena@UNT.edu</a></p> <p>Office Hours: Tue &amp; Wed 9:30-10pm and by appointment.</p>
<b>COURSE DESCRIPTION:</b>	<p>Real Estate Agency. 3 hours. Creation, termination and practice of real estate agency relationship in regards to traditional leasing and marketing of property. Sub-agency, buyers' agents and dual agency theory and practice are presented as required by all persons seeking a Texas Real Estate License.</p>
<b>PREREQUISITE(S):</b>	None
<b>TEXTBOOK:</b>	<div style="display: flex;"> <div style="flex: 1;">   </div> <div style="flex: 2; padding-left: 10px;"> <p><b>Required Text</b></p> <hr/> <p><b>Title:</b> Texas Real Estate Agency  <b>Author:</b> Peeples, Peeples, and Williams  <b>Publisher:</b> Dearborn Real Estate Education  <b>Edition:</b> 8<sup>th</sup>  <b>ISBN:</b> 9781475428094</p> <p><b>Reference/Supplemental Text (From REAL 2100)</b></p> <hr/> <p><b>Title:</b> Texas Real Estate  <b>Author:</b> Jacobus  <b>Publisher:</b> OnCourse  <b>Edition:</b> 12<sup>th</sup>  <b>ISBN:</b> 9781629800011</p> </div> </div>
<b>TECHNOLOGY:</b>	<p><b>Blackboard</b> (<a href="http://learn.unt.edu">learn.unt.edu</a>) is the supplemental tool used for discussions, communication, documents distribution, announcements, and assignment submittal. Verify that you have access.</p> <p>Finance <b>Tutor Lab</b> is in BLB 006 and starts the second week of class.</p> <p>The <b>BLB Computer Lab</b> is available to all students during the semester. For locations, availability, and software licensing, check their website (<a href="https://www.cob.unt.edu/lab/hours.php">https://www.cob.unt.edu/lab/hours.php</a>). The <b>Software</b> necessary to complete your assignments (Word, Excel, PowerPoint, etc.) is available at the BLB Computer Lab and for individual use through the COB/Microsoft Licensing Agreement</p>
<b>GRADING*:</b>	<p><b>*PROPOSED – SUBJECT TO CHANGE, CHECK BLACKBOARD FOR CHANGES.</b></p> <p style="text-align: center;">                 In-Class 20% Discussions, In-Class Assignments, Presentations                  Quizzes 40% Online Weekly to be completed prior to class                  Exams 40% Midterm exam (20%) and a Final Exam (20%)  <b>A=100-90%; B=89-80%; C=79-70%; D=69-60%; F=&lt;60%</b> </p>

ATTENDANCE:	Attendance is included in the grading schema. Make-up exams must be pre-approved.
ACCEPTABLE STUDENT BEHAVIOR:	Acceptable Student Behavior. Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The University's expectations for student conduct apply to all instructional forums, including University and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at <a href="http://deanofstudents.unt.edu/conduct">deanofstudents.unt.edu/conduct</a> .
ELECTRONIC DEVICES:	Electronic devices (includes phones and laptops) are permitted for note taking and accessing information pertinent to the topic. They should be muted and on your desktops AND NOT TAKING UP ALL YOUR ATTENTION.
ACADEMIC INTEGRITY STANDARDS AND SANCTIONS FOR VIOLATION (CHEATING, PLAGIARISM, ETC.)	According to UNT Policy 18.1.16, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University. <b>[All incidences will be reported to FIREL office – Dr. Cadena ]</b>
(ADA) DISABILITY ACCOMMODATION	UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one's specific course needs. Students may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information, see the ODA website at <a href="http://disability.unt.edu">disability.unt.edu</a> .
EMERGENCY NOTIFICATION AND PROCEDURES	UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Blackboard for contingency plans for covering course materials.
ACCESS TO INFORMATION	 Sign in to EagleConnect  <p>Students' access point for business and academic services at UNT is <a href="http://my.unt.edu">my.unt.edu</a>. All official communication from the University will be delivered to your Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail: <a href="http://eagleconnect.unt.edu/">eagleconnect.unt.edu/</a></p>
STUDENT PERCEPTIONS OF TEACHING (SPOT)	Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13 and 14 of the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-



reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey they will receive a confirmation email that the survey has been submitted. For additional information, please visit the spot website at [www.spot.unt.edu](http://www.spot.unt.edu) or email [spot@unt.edu](mailto:spot@unt.edu).

### Academic Calendar for Fall 2018

(check official link for updates: ([http://catalog.unt.edu/content.php?catoid=20&navoid=2120#fall\\_2018](http://catalog.unt.edu/content.php?catoid=20&navoid=2120#fall_2018)))

August 27, 2018	First class day (Monday)
August 24–31, 2018	Student-requested schedule changes may be made during add/drop.
August 31, 2018	Last day for change of schedule other than a drop. (Last day to add a class.)
September 3, 2018	Labor Day (university closed)
September 11 –	Student may drop a course with a grade of W by completing the Request to Drop
November 5, 2018	Class form and submitting it to the Registrar’s Office.
October 5, 2018	Last day for change in pass/no pass status.
November 5, 2018	Last day to drop a course.
November 12, 2018	Beginning this date a student who qualifies may request a grade of I, incomplete. (See “Grading system” in the Academics section of this catalog.)
November 21, 2018	Last day to withdraw from the semester. Process must be completed by 5 p.m. in the Dean of Students Office. Grades of W are assigned.
November 22-25, 2018	Thanksgiving break (university closed)
December 5 -	Pre-finals days
December 6, 2018	Pre-finals days
December 6, 2018	Last class day
December 7, 2018	Reading day (no classes)
December 8-14, 2018	Final examinations
December 14-15, 2018	Graduation ceremonies

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<b>Proposed Schedule</b>			
(check Blackboard/Canvas course content for most current schedule)			
<b>Class</b>	<b>Date</b>	<b>Today's Topic</b>	
1	Tue 08/28	Ch 1: Agency Concepts	Syllabus Quiz; Ch 1 Quiz
2	Tue 09/04	Ch 2: Basic Agency Relationships	Ch 2 Quiz
3	Tue 09/11	Ch 3: Duties & Disclosures 3rd Parties	Ch 3 Quiz
4	Tue 09/18	Ch 4: Seller Agency	Ch 4 Quiz
5	Tue 09/25	Ch 5: Buyer Agency	Ch 5 Quiz
6	Tue 10/02	Ch 6: Intermediary	Ch 6 Quiz
7	Tue 10/09	Ch 7: Creation and Termination	Ch 7 Quiz
8	<b>Tue 10/16</b>	<b>Exam #1</b>	<b>Ch 1-7 Exam</b>
9	Tue 10/23	Ch 8: Clarifying Agency Relationships	Ch 8 Quiz
10	Tue 10/30	Ch 9: Employment Issues	Ch 9 Quiz
11	Tue 11/06	Ch 10: Agency, Ethics, and the Law	Ch 10 Quiz
12	Tue 11/13	Ch 11: Deceptive Trade	Ch 11 Quiz
13	Tue 11/20	Ch 12: Implementation and Presentation	Ch 12 Quiz
14	Tue 11/27	Appendices	Appendices Quiz
15	Tue 12/04	Reading Day	Presentations
<b>Final Exam: Tuesday, Dec-11; Same time and room !!!</b>			

\*\*Final Exams are subject to University schedule, posting, and official changes. Please confirm final exam time/date with posted schedule.

\* Exams to be announced at least one class period in advance. Dates above are negotiable and subject to change.