

## Assignment #1: Subject Property

### **Description:**

Introduction of your selected property including the results from “Shopping” the property. Use ALNData to identify a property for the semester project.

### **Tasks:**

1. Identification: Select a multi-family community using ALN data. The property must have potential to add value to an investor’s portfolio. Select a property that is at least 10 years old and is at least a 20-unit complex.
2. Discussion: Place the name and city in the subject line of the discussion thread “Subject Property” on Canvas.
3. Phone-Shop: Call the complex and make an appointment, grade the phone call using the spreadsheet **Phone Shopping** in the **Shopping Score Card** Excel workbook.
4. In-Person-Shop: Visit the complex at your appointed time and then fill out the **On-Site Visit** spreadsheet in the **Shopping Score Card** Excel workbook.
5. Present: Fill out the **Shopping Form** to summarize. Write a short report. Be prepared to introduce your property in class, 2-3 minutes, no slides, **Wednesday, September 12.**

### **Outputs:**

Submit Files online by **Wednesday, September 12.**

1. Excel Shopping Score Card)
2. Shopping Form
3. Written report with your thoughts, analyses, ALNReports, etc., regarding the selection of this property. Format in APA, or any other format/style that requires a cover page and reference page. The report itself should be 1 page and include an introduction, discussion, and conclusion. CITE YOUR SOURCES within your discussion and then include the full reference in the reference page. Do not include any attachment that is not referenced in your report.

<b><u>Ruberik Criteria</u></b>	<b>Pts</b>
Shopping and files (20%) Includes Excel file and shopping cover sheet. Both phone and in-person shops.	20 pts
ALN Data Reports Used ALN research available properties; analyzed information to select subject property. Referenced reports are included.	20 pts
Report Conclusion of Analyses (40%) Why was this property selected; How will it be used in the investors' portfolio; How did the information gathered from ALNData and shopping influence the choice.	20 pts
Professionalism * Formatting: Headings, Font used; title page * Readability: Headings; Grammar, Spelling, Proofread; * Overall Flow: Introduction, analyses, conclusion,, citations	20 pts
Presentation (20pts) * Sources identified * Well-prepared * Within time given * Personal insight * Includes other material from class/text * Answer questions * Particpate with others presentations	20 pts