

## RPA/FMA COURSE SCHEDULE 2009

### REAL ESTATE INVESTMENT AND FINANCE

Through this course you will learn to take charge of real estate investments in order to maximize the value of a property. You will develop knowledge about basic financial concepts as they relate to real estate, including valuation, analysis, taxation, depreciation, and life-cycle costing. Similarly, you will learn to evaluate real estate investments and to develop budgets that estimate net operating income. You will study the income capitalization approach and cover property taxation costs and strategies to offset these costs. You will also gain the skills to conduct discounted cash flow analyses and calculate net present value and internal rate of return. This course features exercises that require the basic use of the HP 10bII\* financial calculator.

#### Major topics covered in this course:

- Asset valuation and enhancement
- Costs and taxes
- Capitalization
- Site and building analysis
- The appraisal process
- Discounted cash flow measurement
- Ownership vehicles
- The basics of lending and current lending practice

#### You will take away these key concepts and skills:

- A clear understanding of physical and market value
- The know-how to determine a property's economic value
- An understanding of how investment is financed and how value is increased
- A working knowledge of current tax laws regarding such areas as capital gains and depreciation
- BOMI International's Real Estate Investment and Finance course requires a financial calculator. The course textbook is written for the following calculators: HP 10b, HP 10bII, HP12C, and HP 19BII.

**This course will be offered over four days in an accelerated review format. This course will be offered in an accelerated review format, dates to follow. Students must have received the course material at least one month in advance of the accelerated review, and studied the material prior to the start date of the course. The instructor will assume that all participants have read and are familiar with the information in the text. The instructor will assume that all participants have read and are familiar with the information in the text.**

Date: **January 2009**

Time: 9:00am – 5:00pm

Instructor: Joanne Hayes, B.Comm. , BA, AACI

Cost\*: \$ 900.00 + HST -BOMA Member Companies  
\$1,000.00 + HST -Non-member Companies

Location: St. John's, Newfoundland & Labrador

\*cost is subject to change up to 90 days prior to start of the course and subject to minimum numbers registered

## RPA/FMA COURSE SCHEDULE 2009

### THE DESIGN, OPERATION, AND MAINTENANCE OF BUILDING SYSTEMS, PART 1

This course provides information property and facility managers will need to manage the ongoing operation and maintenance of building systems and to maximize building efficiency and cost-effectiveness. This course provides information about building design and construction, project delivery, construction materials, and HVAC (heating, ventilating, and air-conditioning) systems. Other areas of interest that are also covered in this course book include roofing systems, ceilings and floorings, interior walls, and plumbing systems.

Major topics covered in this course:

- Building design and construction
- Construction materials
- Structural systems
- Heating, ventilating, and air conditioning
- Plumbing systems
- The building envelope
- Building system controls
- Life-cycle costing
- Roofing
- Interior walls, ceilings, and flooring

You will take away these key concepts and skills:

- The ability to maintain building systems efficiently and cost-effectively
- A greater familiarity with structural components and building materials
- An understanding of HVAC and plumbing systems
- An overview of how a structure functions

**This course will be offered over four days in an accelerated review format. This course will be offered in an accelerated review format, dates to follow. Students must have received the course material at least one month in advance of the accelerated review, and studied the material prior to the start date of the course. The instructor will assume that all participants have read and are familiar with the information in the text.**

**The instructor will assume that all participants have read and are familiar with the information in the text.**

Date:               **March 2009**

Time:               9:00am – 5:00pm

Instructor:       TBA

Cost\*:             \$ 900.00 + HST -BOMA Member Companies  
                      \$1,000.00 + HST -Non-member Companies

Location:         St. John's, Newfoundland & Labrador

\*cost is subject to change up to 90 days prior to start of the course and subject to minimum numbers registered