

2012 Partners In Education Catalog

Quality, Affordable Continuing Education Classroom Courses



www.garealtor.com

(770) 451-1831

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New Catalog Feature:
This catalog now has
active links in blue type.
Click on the [links](#) to
learn about instructors
and their classes.

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This catalog contains classroom continuing education course information for the Partners in Education Program. The GAR Professional Development Department also offers designation courses and other specialty training opportunities. All education offerings may be found at www.garealtor.net.

If you have any questions about any of the Professional Development Department programs, please contact:

Amy Asher, Education Manager
aasher@garealtor.com
(678) 597-4124

Michael Young, Association Services Coordinator
myoung@garealtor.com
(678) 597-4128

CE Course Alphabetical Listing

Title	Category	C.E. Hours
26094 1031 Real Estate Exchanges	Finance & Exchange	3
37896 1031 Real Estate Exchanges (Advanced)	Finance & Exchange	3
26788 Agency, BRRETA, and GAR Contract Forms	Agency	3
62184 Agent 0-0-7 Become a Memorable Agent	Skill, Business & Professional Development	3
60934 Aloha - Thank You - Gracias - Cam on - Merci - Cheers!	Diversity; Skill, Business & Professional Development	3
57618 Art of Effective Communication!	Skill, Business & Professional Development	3
58580 At Auction: The Outcome is Income for Agents	Skill, Business & Professional Development	3
59323 Appraised Value: What Your Appraiser Isn't Telling You!	Appraisal & Property Inspection; Skill, Business & Professional Development	3
50668 Avoiding Fair Housing Pitfalls	Diversity; Legal & Risk	3
58629 Basics of Rural Property: A Real Estate Agent's Survival Guide	Skill, Business & Professional Development	3
58628 Being Proactive for Quicker, Easier Closings	Skill, Business & Professional Development	3
58615 Beyond Goal Setting: A Fresh Perspective	Skill, Business & Professional Development	3
57119 Blogging for Business, Part 1	Technology	3
59067 Blogging for Business, Part 2: A Setup Course for the Beginner	Technology	3
57117 Brokerage Relationships in Real Estate Transactions Act (BRRETA)	Agency; Legal & Risk	3
62299 2012 Building a Closing: You Have to Have a Good Blueprint	Contracts	3
57843 Business Planning: Got Dreams, Get to Work – For Berthas & Berts	Skill, Business & Professional Development	3
40775 Buyer Representation: What Your Mama & 'Em Don't Tell You!	Agency; Skill, Business & Professional Development	3
26092 Buyers Agents: Pacesetters for the Future	Agency; Skill, Business & Professional Development	3
51815 Buyers and Bugs	Appraisal & Property Inspection	3
57116 Client Objections: Land Mine or Gold Mine?	Skill, Business & Professional Development	3
58924 Code of Ethics: Cycle Three*	Ethics	3
57100 Commercial Contract: The GAR CF2 Purchase & Sale Agreement	Commercial	3
60878 Commercial Contracts	Commercial	3
58627 Commercial Real Estate Basics	Commercial	3
58577 Commercial Real Estate: What Every Residential Practitioner Should Know	Commercial	3
60132 Common Sense Approach to Fair Housing	Diversity	3
56353 Communicate: For Better Relationships, More Money and Best Legacy	Skill, Business & Professional Development	3
52843 Communicating With Your Mind, Body, and Soul	Skill, Business & Professional Development	3
41699 Community Housing Solutions	Diversity	3
62169 2012 Contracts: Amendments & Exhibits	Contracts	3
62301 2012 Contracts to Closing	Contracts; Legal & Risk	3
45813 Creating Rapport	Skill, Business & Professional Development	3

CE Course Alphabetical Listing

Title	Category	C.E. Hours
60035 Creating Wealth - Investing in Single Family Homes	Skill, Business & Professional Development	3
59297 Death & Taxes are Certain...I'll Take Taxes	Finance & Exchange	3
60225 Did I Really Say What They Heard	Agency; Skill, Business & Professional Development	3
26097 Diversity is Opportunity	Diversity; Skill, Business & Professional Development	3
44204 Do Not Call Law Means You	Legal & Risk; Skill, Business & Professional Development	3
57121 eco ₂ SMART: Grow Your Business by Going Green	Skill, Business & Professional Development	3
58626 Enhancing Customer Service through Public Records	Appraisal & Property Inspection; Technology	3
51818 Environmental Issues Affecting Your Real Estate Career	Appraisal & Property Inspection	3
26091 Ethical Magic: Why The Golden Rule is Really 14K*	Ethics	3
60222 Ethics or Etiquette*	Ethics	3
61821 Etiquette/Professionalism "Creating Customers for Life"	Skill, Business & Professional Development	3
54993 Everything You Need to Know About Credit Reports but Didn't Know to Ask!	Skill, Business & Professional Development	3
54087 Fair Housing: It's Not an Option, It's The Law	Diversity; Legal & Risk	3
51230 Fair Housing Laws & Ethical Practices	Diversity; Legal & Risk	3
26089 Fair Housing: Opening Doors to Equal Opportunity	Diversity; Legal & Risk	3
58576 Fast Top Dollar Homes Sales with Staging	Skill, Business & Professional Development	3
57086 Feng Shui for Berthas & Berts: Sell Your Listing with Less Work!	Skill, Business & Professional Development	3
54083 FHA Basics for REALTORS®	Diversity; Legal & Risk	3
57669 FHA: Just What a REALTOR® Needs to Know	Diversity; Legal & Risk	3
57093 Foreclosure Prevention	Skill, Business & Professional Development	3
56329 Fresh Take on the REALTOR® Code of Ethics*	Ethics	3
52846 FSI: Fraud Scheme Investigation	Legal & Risk	3
58613 Fundamentals of Buying & Selling Rural Properties: Basics of Brokerage for Rural Properties	Skill, Business & Professional Development	3
57087 Fundamentals of Commercial Real Estate and Investments	Commercial	3
44240 Fundamentals of Mortgage Lending	Finance & Exchange	3
41592 GAR Certified Facilitator Training	Skill, Business & Professional Development	3
62168 2012 GAR Contracts	Contracts	3
62300 2012 GAR Contracts: GAR Exhibits	Contracts	3
62170 2012 GAR Contracts: Properly Completing the Contract	Contracts	3
62161 2012 GAR Contracts: Stay Informed on What's Changing	Contracts	3
62167 2012 GAR Contracts: Updates and Changes	Contracts	3
62298 2012 GAR Contracts: What Changed?	Contracts	3
28754 Georgia Agency	Agency	3
54088 Georgia Fair Lending Act: Are Predatory Loans Lawful?	Finance & Exchange; Legal & Risk	3
62166 2012 Georgia Real Estate Contracts: Special Stipulations & Addendums	Contracts	3
55502 Getting Lucky with Leads	Skill, Business & Professional Development	3
57094 Going Green: Construction, Conservation & Pest Prevention	Skill, Business & Professional Development	3

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Title	Category	C.E. Hours
57842 Going Green: How it Makes \$ense!	Skill, Business & Professional Development	3
60093 Growing a Profitable Management Company	Skill, Business & Professional Development	3
58575 Guilty or Innocent: Cases from the Files	Legal & Risk	3
37914 Handling Earnest Money	Legal & Risk	3
54994 Here Today, Here Tomorrow	Skill, Business & Professional Development	3
57660 Home from Work	Skill, Business & Professional Development	3
51828 Home Inspection Basics	Appraisal & Property Inspection	3
58621 Home Staging & REALTORS®	Skill, Business & Professional Development	3
54995 Home Staging Principles & Practices	Skill, Business & Professional Development	3
46974 Homes with Problem Building Materials	Skill, Business & Professional Development	3
56352 How to Brand Yourself in the Market Place	Skill, Business & Professional Development	3
59303 How to Capture the Fastest Growing Populations of the 21st Century	Senior Clients	3
56351 How to Start Your Own Networking Group	Skill, Business & Professional Development	3
51820 How to Successfully Sell Land	Commercial	3
62316 HUD-1 Settlement Statement: Does It All Add Up?	Contracts; Legal & Risk	3
57619 Ignorance of the Law is No Excuse	Legal & Risk; Title Insurance	3
59066 Impress your Clients with P.U.R.P.O.S.E.	Skill, Business & Professional Development	3
59299 Improving Residential Properties & their Profitability	Commercial	3
62315 2012 In-Depth Contracts: GAR F20 Purchase & Sale Agreement	Contracts	3
62314 2012 Interpretation of Contracts: Did I Say That?	Contracts	3
60936 Introduction to Commercial Brokerage	Commercial	3
51823 Introduction to Commercial Real Estate	Commercial	3
51822 Introduction to Commercial Real Estate Financing	Commercial	3
60932 Introduction to Home Inspections	Appraisal & Property Inspection	3
58614 Is Not Telling Really Such a Sin? Disclose, Disclose, Disclose	Legal & Risk	3
60036 IRC 1031 - Strategies For Agents	Finance & Exchange	3
51830 It Takes Energy to Sell a Home®	Skill, Business & Professional Development	3
59064 Just Do It...Right!: The REALTOR® Code of Etiquette*	Ethics	3
62165 2012 Lease/Purchase	Contracts	3
60037 Leasing Commercial Property	Commercial	3
60038 Lemons to Lemonade: Dealmaking in Today's Market	Finance & Exchange	3
54096 Let's Put Professionalism Back in Real Estate	Skill, Business & Professional Development	3
55596 Listing Appointment with Pizzazz!	Skill, Business & Professional Development	3
55805 Listing Clinic	Skill, Business & Professional Development	3
40687 Listing the Buyer	Agency; Skill, Business & Professional Development	3
62313 2012 Loan Assumptions	Contracts	3
59054 Marketing Online using Twitter, Trulia & Facebook	Technology	3
57098 Maximum Marketing, Minimum Dollars	Technology	3
45564 Meth & The Market	Legal & Risk	3
51826 Mold & Its Impact on Synthetic Stucco	Appraisal & Property Inspection	3

CE Course Alphabetical Listing

Title	Category	C.E. Hours
54090 Mortgage Fraud and The REALTOR®	Legal & Risk	3
42583 Mortgage Fraud: The Silent Sin	Legal & Risk	3
58569 Navigating through the Jungle: Negotiating the Waterhole	Skill, Business & Professional Development	3
26781 Negotiating & Completing an Exchange	Finance & Exchange	3
62312 2012 Negotiations & the F22 Counteroffer Form	Contracts; Skill Business & Professional Development	3
62311 2012 New Construction Contract	Contracts	3
54997 New Construction Residential Sales & Services	Skill, Business & Professional Development	3
44745 New Member REALTOR® Code of Ethics*	Ethics	3
39638 Oh No! The Appraisal Came Back Low!	Appraisal & Property Inspection	3
55504 On Your Mark...Get Set...Go(als)!	Skill, Business & Professional Development	3
57105 One in a Million: Why Customers Should Choose You	Skill, Business & Professional Development	3
62310 2012 Opposites Attract: Buyer + Seller + Contract = Winner	Contracts	3
57074 Optimizing Today's Market	Skill, Business & Professional Development	3
51825 Overcoming Deal Killers	Appraisal & Property Inspection	3
62163 Parliamentary Procedure 101: Either Lead, Follow or Get Out the Way!	Skill, Business & Professional Development	3
54998 Personal Marketing in a "Do Not Call" World	Legal & Risk; Skill, Business & Professional Development	3
51817 Personal Real Estate Development: How to Treat Your Career Like a Business	Skill, Business & Professional Development	3
44243 Pest Damage Identification & Control	Appraisal & Property Inspection	3
60933 Pitfalls and Profits in Leasing Residential Real Estate	Legal & Risk	3
59745 Presentations: Make Your Points Powerful!	Technology	3
38429 Principled Negotiations	Skill, Business & Professional Development	3
44996 Procuring Cause: Protecting Your Commission and the Right to Arbitrate	Legal & Risk; Skill, Business & Professional Development	3
52845 Procuring Cause...Yours, Mine or Ours?	Legal & Risk; Skill, Business & Professional Development	3
50630 Property Disclosures: The Real Estate Professional's Guide to Reducing Risks	Legal & Risk	3
54085 Property Management Basics	Legal & Risk	3
61495 Property Management: Best Practices & Trust Accounting	Legal & Risk	3
62309 2012 Property Management Forms & Checklists	Contracts	3
26086 Property Marketing and Seller Servicing Strategies	Agency; Skill, Business & Professional Development	3
55505 Prospecting for Gold	Skill, Business & Professional Development	3
57336 Prospecting for Listings & Other Nuggets: Gold Fever	Skill, Business & Professional Development	3
45777 Questioning: Getting the Right Answers	Skill, Business & Professional Development	3
41878 Real Estate Assault Awareness, Part 1	Skill, Business & Professional Development	3
52669 Real Estate Assault Awareness, Part 2	Skill, Business & Professional Development	3
26084 Real Estate Finance Today	Finance & Exchange	3
60931 Real Estate IRAs for REALTORS	Finance & Exchange	3

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Title	Category	C.E. Hours
54098 Real Property Law for the REALTOR®	Legal & Risk	3
54092 Renovation Lending	Finance & Exchange	3
51827 Report Basics	Appraisal & Property Inspection	3
62171 2012 Residential Contracts Updates	Contracts	3
58566 Residential Management & the Law	Legal & Risk	3
58669 R.E.S.P.E.C.T. Find Out What it Means to Me!	Skill, Business & Professional Development	3
44044 Revised Advertising Rules, Handling Offers, & Other Potential Rule Violations	Skill, Business & Professional Development	3
37803 Risk Management	Legal & Risk	3
54094 Risk Reduction	Legal & Risk	3
54999 Seal the Deal with Client-Centric Presentations	Skill, Business & Professional Development	3
51821 Selling Commercial Real Estate	Commercial	3
55462 Shift Happens	Skill, Business & Professional Development	3
58670 Social Media Overview	Technology	3
61819 Staging that Works for the Homeowner and the Agent	Skill, Business & Professional Development	3
61820 Staying Ahead of Your Competition by Understanding the Mortgage Process	Finance & Exchange	3
60548 Staying Alive	Skill, Business & Professional Development	3
57670 Stop Fueling Around: Impact on Buyer Agency	Agency	3
51816 Super Agent	Skill, Business & Professional Development	6
57836 Survive or Thrive?	Skill, Business & Professional Development	3
54093 Tax-Free Exchange: Is It Really Free?	Finance & Exchange	3
61865 The Good, the Bad and the Ugly of TERMITES!	Appraisal & Property Inspection	3
61492 The Well Litigated Landlord	Legal & Risk	3
59302 Time Tune-Up: Getting the Most out of Your 24 Hours	Skill, Business & Professional Development	3
45544 Topics Too Hot to Handle	Legal & Risk	3
62164 Trust Account Top Ten	Finance & Exchange	3
51824 Understanding & Resolving Moisture Problems with Stucco	Appraisal & Property Inspection	3
46976 Understanding Your Clients Through Their True Colors	Skill, Business & Professional Development	3
51819 Valuation of Investment Properties	Commercial	3
59063 WE ARE THE WORLD: Privileges & Responsibilities of Fair Housing	Diversity; Legal & Risk	3
62162 2012 We're Under Contract...Or Are We?	Contracts	3
40430 What You Don't Know Can Hurt You	Title Insurance	3
57118 What You Say Can Co\$t You	Skill, Business & Professional Development	3
62308 2012 What's In, What's Out, and What's an Agent to Do? GAR Purchase and Sale Agreement	Contracts	3
60930 What's Your Gen Factor?	Skill, Business & Professional Development	3
59209 What's Your Outlook?	Technology	3
58574 Who, What & Why of the REALTOR® Code of Ethics*	Ethics	3
57088 Wills, Trust, Powers-of-Attorney (and Other Matters Affecting Title)	Legal & Risk	3
39662 Win-Win Of Negotiating: A Critical Life Skill	Skill, Business & Professional Development	3
58618 You've Got Personality	Skill, Business & Professional Development	3
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*Meets the NAR Quadrennial Requirement

CE Course Offerings

Agency

AGENCY, BRRETA AND GAR CONTRACT FORMS, 26788

Increase your professional knowledge. Learn the definition agency and distinguish between the agency, client, and customer. After this course, you will be able to identify and explain all possible relationships between a customer and a real estate brokerage company and understand the changes to BRRETA effective July 1, 2000.

Instructor: [Wade Gaddy](#)

BROKERAGE RELATIONSHIPS IN REAL ESTATE TRANSACTIONS ACT (BRRETA), 57117

Enhance your career through this review of the BRRETA through realistic examples to help you better understand the theory of the law as it relates to broker-client and broker-customer relationships. Review each agency relationship and transactional brokerage in detail. Explore duty of care, disclosures, confidentiality, duration of the relationship, prohibition on giving false information, and applicable GAR forms and case law. Instructor: [Howell Haunson](#)

BUYER REPRESENTATION: WHAT YOUR MAMA & 'EM DON'T TELL YOU!, 40775

What are the mistruths about buyer representation? Learn about this and how to best represent the buyer in the transaction. You will be working with the Exclusive Buyer Representative Form during this class. Instructor: [Tom Gillett](#)

BUYER'S AGENTS: PACESETTERS FOR THE FUTURE, 26092

Enrich your knowledge of the key points of BRRETA. During the course, you will categorize what leads to buyer agency and its benefits and liabilities, contrast buyer-clients to buyer-customers, and apply buyer agency concepts to case studies. Essentially, you will develop procedures to act as a buyer's agent. Instructor: [Tripp Anderson](#)

DID I REALLY SAY WHAT THEY HEARD, 60225

Want to improve your knowledge of Georgia real estate agency law and BRRETA? Learn the history and what is required of a Georgia real estate agent, unique ways to utilize Georgia Association of REALTORS® agency forms based on your company's policy and whether consumers should or could be left as customers. Instructor: [Donna Traylor-French](#)

GEORGIA AGENCY, 28754

Need a clear explanation of the complex law of agency in Georgia? Learn to explain agency to clients and customers, and how to fill out the forms, and become familiar with the terminology. Instructor: [Joe Kennedy](#)

LISTING THE BUYER, 40687

Learn how to identify the elements of a buyer agency relationship and formulate a presentation on buyer agency. You will also acquire knowledge to help recognize the diligence level required of the buyer agent. Instructor: [Greg Dunn](#)

PROPERTY MARKETING AND SELLER SERVICING STRATEGIES, 26086

Now that you have the listing, how will you market it? Discover how to develop a marketing plan for listings utilizing the most effective techniques to achieve the most beneficial results for the seller. You will also construct a service plan to render the highest level of service to the seller/client during the listing. Instructors: [Stephanie Nielsen](#), [Donna Traylor-French](#)

STOP FUELING AROUND: IMPACT ON BUYER AGENCY, 57670

High fuel prices impacting the level of buyer brokerage services you offer? Tired of exhausting resources on prospective buyers and buyer clients to no avail? If you answered yes to these questions, then this course will present methods and tools to help you identify those “window shoppers,” win more prospective buyers, and better serve existing buyer clients consistently. The GAR Exclusive Buyer Brokerage Agreement will be referenced to briefly outline contractual duties and agency relationships in Georgia. Leave this course equipped with strategies geared towards getting the bottom-line signed without having to spend all of your hard earned commissions on fuel or other resources during the process.

Instructor: [Brandon Nichols](#)

Appraisal & Property Inspection

APPRAISED VALUE: WHAT YOUR APPRAISER ISN'T TELLING YOU!, 59323

Confused about the new appraisal rules – which Fannie Mae guidelines, USPAP, and lender requirements will affect the appraisal? Learn the correct terminology and criteria required to prepare an appraisal report and how to choose properties for a credible Comparative Market Analysis (CMA). Instructor: [Karen Loftus](#)

BUYERS AND BUGS, 51815

Examine the Purchase and Sale Agreement (F20) as it relates to the termite letter. Find out who the inspector is and what the inspection covers. Forms and warranties will also be reviewed. Instructor: [Garry Adams](#)

ENVIRONMENTAL ISSUES AFFECTING YOUR REAL ESTATE CAREER, 51818

Environmental concerns often surface during real estate transactions. Discover what the various types of problems are that arise for different consumers (residential, commercial or developer) and why. Enrich your understanding of the importance of seller property disclosure forms and what they do not cover. The course goes into great depth on rules to follow that can keep you out of trouble and provides sources for additional information. Instructor: [Becky Donner](#)

HOME INSPECTION BASICS, 51828

Brush up on the history of home inspections: when and why they started, the purpose, and what is included in the report. Learn what to look for in choosing a home inspector, such as the appropriate credentials, necessary insurance and experience. This course also touches on some of the common problems found in homes and how to deal with them.

Instructors: [Jesse Brown](#), [Bob Lemoine](#)

INTRODUCTION TO HOME INSPECTIONS, 60932

Expand your knowledge of the home inspection process! Gain an understanding of the Standards of Practice and various types of inspections available to your clients, the expectations and limitations of your clients and inspectors and the procedures and reports generated for your clients during the home inspection process. Instructor: [Charles “Chuck” Tolbert](#)

MOLD & ITS IMPACT ON SYNTHETIC STUCCO, 51826

Boost your knowledge about mold: what it is, how it grows, and the problems it can cause. Explore how to test for mold and remediate the problem. Also study what synthetic stucco is, how it is supposed to be installed, and the damage moisture problems can cause. By the end of this course, you will be able to identify synthetic stucco, know how to maintain it, and how to avoid problems with it. Instructors: [Jesse Brown](#), [Bob Lemoine](#)

OH, NO! THE APPRAISAL CAME BACK LOW!, 39638

Upon completion of this course, you will understand the make-up of the Fannie Mae (FNMA) 1004 Uniform Appraisal Report and the qualifications of a Georgia real estate appraiser. You will also gain a thorough understanding of how an appraiser estimates value using both the Cost Approach and the Sales Comparison Approach and become familiar with the language utilized by appraisers and underwriters. Instructor: [Wade Gaddy](#)

OVERCOMING DEAL KILLERS, 51825

It's no secret that these are the six most common deal breakers in real estate: LP siding, polybutylene piping, lead-based paint, synthetic stucco, radon, and asbestos. Become informed as to what to look for, what to avoid when dealing with these issues, and when these issues do not pose a threat to the actual structure. Instructors: [Jesse Brown](#), [Bob Lemoine](#)

PEST DAMAGE IDENTIFICATION & CONTROL, 44243

Don't take a chance! Learn to identify damage from wood-destroying organisms and other factors such as carpenter ants, moisture, etc. Gain insight into the Georgia Wood Infestation Report and its importance in the real estate transaction.

Instructor: [Garry Adams](#)

REPORT BASICS, 51827

Be introduced to the importance of being a member of an accredited national organization like the American Society of Home Inspectors. Pick up details about the body of a home inspection report, agreements, and warranties, and what is and is not included in a home inspection. Instructors: [Jesse Brown](#), [Bob Lemoine](#)

THE GOOD, THE BAD AND THE UGLY OF TERMITES!, 61865

One of the greatest investments a person will make in life is buying a home. Unfortunately, termites (and their causes) often find their way into the home and other structures and can cost millions of dollars in damage. This course will help real estate agents increase their understanding of how vicious termites can be. Learn the basic termite biology and the typical causes for termite infestation(s) in structures, how to recognize signs of termite damage, and the types of termite treatments available for consumers.

Instructor: [Mark Hunter](#)

UNDERSTANDING & RESOLVING MOISTURE PROBLEMS WITH STUCCO, 51824

You can't afford not to attend this course! Discovers the many problems associated with both synthetic and hardcoat stucco. Learn how to identify the different types of stucco and how moisture problems arise, as well as how to avoid them. Exhibit more confidence and have more tools for selling and buying stucco homes. Go beyond the basics into detail about the inspection and warranty process for this type of home. Instructors: [Jesse Brown](#), [Bob Lemoine](#)

Commercial

COMMERCIAL CONTRACT: THE GAR CF2 PURCHASE & SALE AGREEMENT, 57100

Walk through a paragraph by paragraph review of the GAR Commercial contract and related forms. Discuss what each paragraph provides, the proper manner in which the form should be completed, and the differences between this form and the GAR F20 Purchase and Sale Agreement. Instructor: [Howell Haunson](#)

COMMERCIAL CONTRACTS, 60878

Intimidated by Commercial transactions? Learn when and how to use commercial forms. You will cover which form to use in completing a transaction in a legal and ethical manner.

Instructor: [Greg Dunn](#)

COMMERCIAL REAL ESTATE BASICS, 58627

Broaden your knowledge. Designed for the residential specialist looking to learn more about commercial real estate, this course offers you an overview of basic commercial real estate concepts and terminology. You will be presented with a variety of resources and tips. A financial calculator is NOT required for this course. Instructor: [Brandon Nichols](#)

COMMERCIAL REAL ESTATE: WHAT EVERY RESIDENTIAL PRACTITIONER SHOULD KNOW, 58577

This title says it all! As a residential real estate practitioner, you can take this course to obtain an overview of commercial real estate, including information you need to consider as to whether you want to seek additional, advanced education to pursue a career in commercial real estate. Instructor: [Andre van Rensburg](#)

THE FUNDAMENTALS OF COMMERCIAL REAL ESTATE AND INVESTMENTS, 57087

Discover the fundamentals of commercial real estate, including terminology, basic prospecting and marketing plans for commercial properties. Instructor: [Curtis York](#)

HOW TO SUCCESSFULLY SELL LAND, 51820

This course covers types of land and mineral rights. Learn how to read a survey, including basic symbols and informative data, as well as how to use topographical maps. Instructor: [David Thomas](#)

IMPROVING RESIDENTIAL PROPERTIES & THEIR PROFITABILITY, 59299

Want to increase income, decrease expenses, and improve appreciation for rental homes? Using a cash flow analysis, explore several real estate investment terms and tax considerations affecting owners of rental properties. Discover how effective management can improve the monthly cash flow of a rental home and increase its appreciation. Examine taxes that might influence ways to manage the property and improve the return on investment. Instructor: [Mike Nelson](#)

INTRODUCTION TO COMMERCIAL BROKERAGE, 60936

In today's real estate market you need to take advantage of all possibilities for income. Learn the basics of commercial real estate brokerage and how it differs from residential brokerage. This course will also teach how to evaluate commercial property so agents may more professionally and ethically serve their clients and prospects. Instructor: [Jerry Prescott](#)

INTRODUCTION TO COMMERCIAL REAL ESTATE, 51823

Learn the difference between investment real estate and personal property, companies and brokers, and employees and independent contractors. Find out the how to get started, the skills and knowledge required, the reasons to specialize and other factors that should be considered. Also learn the characteristics of investment real estate. Instructor: [David Thomas](#)

INTRODUCTION TO COMMERCIAL REAL ESTATE FINANCING, 51822

A CALCULATOR IS REQUIRED (HP 10B, HP 10BII, HP12C or comparable calculator). Get the scoop on the dynamics of various financing methods and techniques used in commercial-investment real estate. Topics will include the composition of a loan, the various types of loans available, and how to calculate a loan and determine the amount a lender will lend. Instructor: [David Thomas](#)

LEASING COMMERCIAL PROPERTY, 60037

Learn how to lease your commercial property! Explore the terminology, types of leases, what is needed to complete a proposal and the forms required to lease property. Instructor: [David Thomas](#)

SELLING COMMERCIAL REAL ESTATE, 51821

Uncover the secrets of how to go about selling commercial real estate once you have the listing. You will learn the pertinent information needed as an agent and for the buyer. Advertising techniques such as flyers and sales presentations will be addressed. The course will also cover the contract and closing. Instructor: [David Thomas](#)

VALUATION OF INVESTMENT PROPERTIES, 51819

A CALCULATOR IS REQUIRED (HP 10B, HP 10BII, HP12C or comparable calculator). Learn the various methods used in commercial real estate to determine the return an investor can anticipate as owner of a property. Find out how to take inventory of the data and analyze it correctly. Financial indicators are discussed.

Instructor: [David Thomas](#)

Contracts

2012 BUILDING A CLOSING, 62299

Students will list steps in the process necessary to avoid conventional mistakes involved in completing contracts. Also students will be able to compare what is permissible from what is prohibited, and list three relevant issues to help prevent common mishaps. Instructor: [Howell Haunson](#)

2012 CONTRACTS TO CLOSING, 62301

Students will be able to differentiate between accurate explanations and those that have no legal basis for closing issues, as well as be able to identify issues that are not within their control. Additionally, students will be able to compare and contrast methods that may ensure a smooth closing versus those that cause issues to arise. Instructor: [Howell Haunson](#)

2012 CONTRACTS: AMENDMENTS & EXHIBITS, 62169

Students will learn the various exhibits and amendments needed to complete transactions in an efficient and ethical manner, assess transactions and decide which forms are required for various situations and learn the correct way to complete forms in client transactions. Instructor: [Greg Dunn](#)

2012 GAR CONTRACTS: GAR EXHIBITS, 62300

Students will be able to identify the appropriate form to use, and list 2 reasons why using the correct form protects the client. Students will also be able to identify the various types of GAR contract forms. Instructor: [Howell Haunson](#)

2012 GAR CONTRACTS, 62168

Students will learn and identify the 2012 GAR contracts changes, evaluate the new 2012 changes, and correctly prepare a contract that will provide for an efficient and ethical transaction for clients. Instructor: [Greg Dunn](#)

2012 GAR CONTRACTS: PROPERLY COMPLETING THE CONTRACT, 62170

Students will learn and be able to describe the changes to the 2012 GAR Forms, evaluate the changes of the forms, and correctly prepare a contract that will provide for an ethical transaction for clients. Instructor: [Greg Dunn](#)

2012 GAR CONTRACTS – STAY INFORMED ON WHAT'S CHANGING, 62161

Students will be informed on the changes to the 2012 GAR contract forms, learn the concepts and reasons behind some of the changes and be educated on brand new forms and how to apply the new forms in their day to day business practices with consumers. Instructor: [Kim Crumley](#)

2012 GAR CONTRACTS: UPDATES AND CHANGES, 62167

Students will learn to identify changes to the 2012 GAR Contracts, describe how case law has affected the changes in the 2012 GAR contracts and produce a valid and enforceable real estate contract for clients and consumers. Instructor: [Karen Loftus](#)

2012 GAR CONTRACTS: WHAT CHANGED, 62298

Students will be able to explain the provisions of the GAR contracts to their clients, identify common exhibits and special stipulations that should be attached to the contract, as well as develop progressive methods of completing the contract within the realm of ethical considerations and legal requirements. Instructor: [Howell Haunson](#)

2012 GEORGIA REAL ESTATE CONTRACTS: SPECIAL STIPULATIONS & ADDENDUMS, 62166

Students will learn the difference between an exhibit and amendment, demonstrate the proper use of exhibits, amendments and special stipulations when working with clients, identify the changes to the 2012 GAR exhibits, amendments and special stipulations. Instructor: [Tom Gillett](#)

2012 HUD-1 SETTLEMENT STATEMENT: DOES IT ALL ADD UP?, 62316

Calculator and pencil are required for this class. Today, more than ever, you need to understand the HUD-1. The HUD-1 uses simple mathematical formulas, and knowing and understanding these formulas make the document easy to understand. It is the one document that can “make or break” you in the eyes of your client. Gain valuable instruction on how to prepare the HUD-1 Settlement Statement. Instructor: [Howell Haunson](#)

2012 IN-DEPTH CONTRACTS: GAR F20 PURCHASE & SALE AGREEMENT, 62315

Through a paragraph-by-paragraph review of the most commonly used GAR contract, the Purchase & Sale Agreement, learn not only what changed in the latest revisions, but why the changes were made. Also discuss what each paragraph provides and the proper manner in which you should complete the form. Instructor: [Howell Haunson](#)

2012 INTERPRETATION OF CONTRACTS: DID I SAY THAT?, 62314

Review the “rules of contract construction” which are the rules generally utilized by a judge to determine the true intent of the parties. Actual contractual provisions are reviewed in this interactive class, with you determining the true effect of the provisions. This course is an eye-opener because the outcomes are often different from what the majority of the students believe would occur. How the contract was completed and how it is to be construed can be more important than what the pre-printed contract provides. Instructor: [Howell Haunson](#)

2012 LEASE/PURCHASE, 62165

Students will learn the difference between a Lease with Option to purchase property and a Lease/ Purchase. Students will be able to identify the different contracts used in a Lease/ Purchase and requirements in the Law for managing a rental in a Lease/ Purchase transaction. Instructor: [Greg Dunn](#)

2012 LOAN ASSUMPTIONS, 62313

Enhance your knowledge on how to complete a contract for loan assumption. Delve into areas such as wrap loans and the advantages and disadvantages in utilizing this type of secondary financing, the difference in “price to control” and “cash to control,” and the difference between GAR forms F61 and F62. Instructor: [Howell Haunson](#)

2012 NEGOTIATIONS & THE F22 COUNTEROFFER FORM, 62312

Negotiation is one of the most useful skills a licensee can develop, but too many fail to give it more than a fleeting thought. Improve your negotiation skills using the top 25 negotiation tips as well as learning the proper method to use and complete the F22 Counteroffer Exhibit and other applicable GAR forms and stipulations. Instructor: [Howell Haunson](#)

2012 NEW CONSTRUCTION CONTRACT, 62311

Compare and contrast each provision of the GAR forms F23 and F20. Learn the unusual issues relating to the legal description and financing contingency as well as the difference between a defect and a walk-through item. Instructor: [Howell Haunson](#)

2012 OPPOSITES ATTRACT: BUYER + SELLER + CONTRACT = WINNER, 62310

It is your responsibility to use the latest version of the GAR forms to the best advantage whether you are working with a customer or client. Learn to complete the forms in a timely manner and properly document the commission your company expects to receive. This course is not intended to address all the current year changes to the contract, but to focus on possible results from the usage of the most current forms. Instructor: [Donna Traylor-French](#)

2012 PROPERTY MANAGEMENT FORMS & CHECKLISTS, 62309

Increase your property management knowledge. Learn about the latest changes between the in the GAR forms related to managing rental homes including the property management agreement, the lease, the rental application, the move in/ move out inspection and others. Review the meaning of several key clauses in the forms in “layman’s terms” so that you will better understand the meaning and intent behind the language. Copies of several form letters and checklists will be provided to help make your management operation run more smoothly and consistently. This, in turn, will help reduce the chance of mistakes and your liability. Instructor: [Mike Nelson](#)

2012 RESIDENTIAL CONTRACT UPDATES, 62171

Students will be able to describe updates to the 2012 GAR Residential Contracts, correctly prepare Purchase and Lease Agreements for clients and correctly use exhibits and addendums in preparation of these Agreements. Students will also learn how to use and apply the GAR Special Stipulations. Instructor: [Susan Kornegay](#)

2012 WE’RE UNDER CONTRACT...OR ARE WE???, 62162

So you have completed the GAR Purchase Agreement and had it signed by the parties. CONGRATULATIONS!!! You have a contract!!!...or do you just have a piece of paper? While the GAR forms are created to be user friendly, it still takes some skill and knowledge to make the paper become a legally binding agreement. This course provides an update on the 2012 GAR form package and then takes the student to a higher level of truly understanding how to use this tremendously valuable package of tools to the benefit of the agent and consumer. The focus of the course is the F20 Purchase and Sale Agreement and supporting Exhibits, Addendums and Special Stipulations. Knowledge can be gained through experience or education...EDUCATION IS CHEAPER. Instructor: [Tom Gillett](#)

2012 WHAT’S IN, WHAT’S OUT AND WHAT’S AN AGENT TO DO? GAR PURCHASE & SALE AGREEMENT, 62308

Stay on top of the GAR forms! Know which provisions of the F20-Purchase and Sale Agreement are new, revised or deleted. Practice completing the F20 form based on scenarios provided in class and develop your “Top Ten” contract checklist. Discover the options available to buyers and sellers for offers and counter-offers. Instructor: [Patricia Johnson](#)

Diversity

ALOHA - THANK YOU - GRACIAS - CAM ON - MERCI - CHEERS!, 60934

With the expansion of other cultures into our environment, the future success of real estate agents is predicated on their ability to be adaptable! Learn how to communicate in our world today by analyzing different personality types and how those traits influence how someone might react in negotiations and decision making. Examine individual attributes and weaknesses and explore methods for utilizing those to the maximum benefit for all parties. Instructor: [Donna Traylor-French](#)

AVOIDING FAIR HOUSING PITFALLS, 50668

Avoid the pitfalls, from a Fair Housing enforcement perspective, at the application and pre-qualification stages. Also, Addresses testers (what should you say or not say?) and advertising (do’s and don’ts). Walk away with specific suggestions on how to avoid the costly, and sometimes, embarrassing lawsuits. Instructor: [Randy Cross](#)

COMMON SENSE APPROACH TO FAIR HOUSING, # 60132 – DIVERSITY

Fair Housing laws the easy way! Increase your understanding of Fair Housing laws and the seven protected classes. Find out about enforcement and the penalties for violating the laws and how these laws affect ad writing and MLS input. Instructor: [Becky Donner](#)

COMMUNITY HOUSING SOLUTIONS, 41699

This course is taught by the Georgia Department of Community Affairs (DCA). Gain valuable intel on housing opportunities to assist your community and provide more affordable loan programs for your clients. Instructors: DCA Instructor will be assigned.

DIVERSITY IS OPPORTUNITY, 26097

Expand your clientele into more diverse populations. Excellent opportunity to understand the wants and needs of these groups, and consider how to satisfy those needs more effectively. You will investigate techniques for enhancing your skills when working with clients from different countries and cultures. Instructor: [Karen Loftus](#)

FAIR HOUSING: IT'S NOT AN OPTION, IT'S THE LAW, 54087

Reinforce your knowledge of the Fair Housing Act, addressing what can and cannot be done. Much of this area of the law involves definitions that assist in answering many questions that may arise. The course reviews issues relating to fair housing, including the enforcement of the law and penalties for violating it. A historical perspective of the act is provided as well as scenarios for you to determine whether there are any Fair Housing Act violations. Instructor: [Howell Haunson](#)

FAIR HOUSING LAWS & ETHICAL PRACTICES, 51230

Examine the purpose of the Fair Housing Laws in the context of a historical overview of both the federal and state Fair Housing Laws. Explore the protected classes, the exceptions to the laws, and the specific violations of law including blockbusting, steering and the use of testers. The course includes an NAR video presentation and various case studies relative to the law and the Code of Ethics. Instructor: [Wade Gaddy](#)

FAIR HOUSING: OPENING DOORS TO EQUAL OPPORTUNITY, 26089

Open the doors to equal opportunity while closing the door on your liability now! Learn strategies for providing equal service to all protected categories and ways to advertise listings that will not violate the Fair Housing Law. The session will focus on penalties involved and how to monitor the office policy for adherence. Use of this program may merit insurance premium discounts from some insurance companies. Instructors: [Tripp Anderson](#), [Becky Donner](#), [Tom Gillett](#), [Staci Juhan](#), [Joe Kennedy](#), [Carol Moson](#), [Brandon Nichols](#), [Stephanie Nielsen](#), [John O'Neill](#), [Donna Traylor-French](#), [Buddy Weston](#)

FHA BASICS FOR REALTORS®, 54083

Obtain up-to-date knowledge of the changing FHA mortgage insurance programs, thus enabling you provide information on FHA products to buyers. Instructors: HUD Instructor will be assigned.

FHA: JUST WHAT A REALTOR® NEEDS TO KNOW, 57669

Equip yourself with essential facts and important changes in the FHA loan that could make or break a deal. Discover creative solutions that will solve common and uncommon issues that might arise during a transaction. Instructor: [Juanita McDowell](#)

WE ARE THE WORLD: PRIVILEGES & RESPONSIBILITIES OF FAIR HOUSING, 59063

Be pro-active in making our clients and customers aware of the privileges and responsibilities of fair housing. Learn the history of, and need for, fair housing laws and work through the confusion of what Title VIII allows. Instructor: [Donna Traylor-French](#).

Ethics

CODE OF ETHICS: (CYCLE THREE), 58924

This course meets the NAR ethics renewal requirement. After completion of this course, you will have a better understanding of due process and code enforcement. You will also understand how to handle complaints. This course includes several case studies in ethics. Instructors: All Partners instructors.

ETHICAL MAGIC: WHY THE GOLDEN RULE IS REALLY 14K, 26091

This course meets the NAR ethics renewal requirement. Sometimes in real estate we have to make decisions that are within the law but ethically questionable. This course offers the opportunity to apply ethics to case studies in situations that occur in the everyday practice of real estate. It is a course on the Code of Ethics, but it incorporates an ethics application session with lively participation from the class. Instructor: [Tripp Anderson](#)

ETHICS OR ETIQUETTE, 60222

This course meets the NAR ethics renewal requirement. Explore and understand the potentially serious side effects of REALTOR® actions or inactions when dealing with the public, property and peers. Revisit the history of the National Association of REALTORS® Code of Ethics and examine the enforcement policy of boards and associations. Instructor: [Donna Traylor-French](#)

A FRESH TAKE ON THE REALTOR® CODE OF ETHICS, 56329

This course meets the NAR ethics renewal requirement. Take a new and fresh approach to instruction on the Code of Ethics by not only touching on the most frequently violated Codes, but by also reviewing all of the 17 Articles under the Code of Ethics and some of the Standards that define those Articles. Stressing that the Code of Ethics continually changes, you will focus on the most frequent changes during the past few years. Discuss case studies to form a clear understanding of what is and what is not allowed under the COE. After this course, you will have a better understanding of the right to arbitrate under Article 17, as well as the benefits of mediation. Instructor: [Becky Donner](#)

JUST DO IT...RIGHT!: THE REALTOR® CODE OF ETIQUETTE, 59064

This course meets the NAR ethics renewal requirement. What's the difference between violating the NAR Code of Ethics vs. just "not doing the right thing"? Through dialogues based on real life real estate transactions, you will conclude whether the REALTOR®'s actions were appropriate, and if not, how best to prevent or remedy the situation. Using NAR'S Pathways to Professionalism, you will be given the opportunity to share additional items peculiar to your specific market. You will be challenged to improve the REALTOR® image with the public and each other. Instructor: [Donna Traylor-French](#).

NEW MEMBER REALTOR® CODE OF ETHICS, 44745

This course meets the NAR new member ethics training requirement. This course introduces you to ethics, especially as it relates to your role as a new REALTOR®. It will cover the history and structure of the Code of Ethics as well as violations, processes and case studies. Instructors: All Partners instructors.

WHO, WHAT & WHY OF THE REALTOR® CODE OF ETHICS, 58574

This course meets the NAR ethics renewal requirement. Explore why the NAR Code of Ethics was originally created and consider the privileges and obligations it affords you as a REALTOR®. Discuss the priority of the Articles of the Code and compare the benefits of mediation to those of arbitration. Examining case studies, you will make decisions as to whether an ethics complaint should lead to a violation. Instructors: [Donna Traylor-French](#)

Finance & Exchange

1031 REAL ESTATE EXCHANGES, 26094

Increase listing and sales business by using the 1031 Exchange as a "tool" in your portfolio of professional services. Learn about like-kind property, IRS regulations, and how an exchange is structured and performed. Discuss strategies for marketing property, counseling with clients, and minimizing your liability in transactions. Instructor: [John Mangham](#)

1031 REAL ESTATE EXCHANGES (ADVANCED), 37896

This course is a follow-up to the 1031 Real Estate Exchanges course, #26094. This advance course will review the basics such as the definition of like-kind property, the 1991 Treasury regulations, and the 1997 Taxpayer Relief Act. You will then delve into ownership and entity issues and legal and exchange issues. You will also work through case studies on financial issues due to the 1997 Taxpayer Relief Act and Advanced Forms of Exchanging. Instructor: [John Mangham](#)

DEATH & TAXES ARE CERTAIN...I'LL TAKE TAXES, 59297

Think your client should appeal a property tax? Get the scoop on the property tax system. Gain confidence in researching tax records. Find out how to communicate a course of action to clients who think an appeal is warranted. Instructor: [Stan Anderson](#)

IRC 1031 - STRATEGIES FOR AGENTS, 60036

Want to learn more about 1031 exchanges? Learn the strategies and tax benefits of exchanging, how to analyze property for an exchange and how to calculate new basis and recognized gain. Instructor: [David Thomas](#)

FUNDAMENTALS OF MORTGAGE LENDING, 44240

Identify more qualified buyers by learning about basic mortgage underwriting criteria, products and programs.

Instructors: [George Echols](#), [Kathy Gyselinck](#), [Terri Straka-Scordas](#)

GEORGIA FAIR LENDING ACT: ARE PREDATORY LOANS LAWFUL?, 54088

Review the Georgia Fair Lending Act (GAFLA) and abusive practices addressed by this statute, including excessive fees and prepayment penalties, kickbacks to mortgage brokers, loan flipping and the sale of unnecessary products to borrowers. Participate in in-depth discussions on standards applicable to all loans, the definitions and thresholds to determine if a loan is a high cost loan, the protections afforded to borrowers, and the remedies and enforcement for violations. Instructor: [Howell Haunson](#)

LEMONS TO LEMONADE: DEALMAKING IN TODAY'S MARKET, 60038

A CALCULATOR IS REQUIRED (HP 10B, HP 10BII, HP12C or comparable calculator). Expand your knowledge on financing in today's market. Learn how to calculate loans using various calculators, the different types of financing and the effects of leveraging. Instructor: [David Thomas](#)

NEGOTIATING & COMPLETING AN EXCHANGE, 26781

Using an interactive workshop format and discussion of actual case studies, gain an understanding of real estate exchanges. Focus on methods to recognize when a client or customer might be a candidate for an exchange, and the proper counseling to provide during the process from negotiations through closing. Become familiar with properly completing an exchange purchase and sale agreement. Instructor: [Joy Fitzpatrick](#)

REAL ESTATE FINANCE TODAY, 26084

Leave this class with a better understanding of the basics of real estate finance, including the governmental influences on real estate finance. Learn about current trends in mortgage lending and conventional mortgage loans and be introduced to special financing alternatives. Instructor: [Barbara Pepple](#)

REAL ESTATE IRA'S FOR REALTORS®, 60931

Want to learn or improve your knowledge of Real Estate IRAs? This course is designed to introduce, educate and create sales opportunities for real estate agents by teaching them how an IRA can be used to purchase real estate and how they can provide selling and buying opportunities. This course will also illustrate how Real Estate IRAs are similar to 1031 Tax Deferred Exchanges. Instructor: [Alan Potts](#)

RENOVATION LENDING, 54092

Can the proposed renovations include luxury items? Find out the answer to this question and many other common questions concerning renovation lending. Review renovation loans (FHA and Conventional) and what can and cannot be done. Learn to identify a true renovation loan from a fraudulent scheme merely referred to as a renovation loan.

Instructor: [Howell Haunson](#)

STAYING AHEAD OF YOUR COMPETITION BY UNDERSTANDING THE MORTGAGE PROCESS, 61820

With a more stringent underwriting environment, it is important that REALTORS play a role in educating their buyer about the mortgage process! Learn the importance of credit and pre-qualification of potential buyers, how to identify and interpret the available loan programs in today's market, and gain an understanding of the appraisal process and common repairs noted in the appraisal that will be helpful in educating your buyers. Instructor: [Joy James](#)

TAX-FREE EXCHANGE: IS IT REALLY FREE?, 54093

Discuss 1031 Exchanges intelligently after this course. Topics include simultaneous, delayed, reverse, improvement and related party exchanges, as well as the definitions of common terms. It is essential for you to be conversant in all real estate matters, including 1031 Exchanges. Instructor: [Howell Haunson](#)

TRUST ACCOUNT TOP TEN, 62164

Learn to identify the top ten trust account questions received by the GREC daily. This course, will teach agents how to identify brokerage policies for trust funds, common mistakes in handling client's money, trust account options for property management, appropriate handling of trust funds for agent-owned properties and GREC trust account record requirements. Instructor: [Patricia Johnson](#)

Legal & Risk

AVOIDING FAIR HOUSING PITFALLS, 50668

Avoid the pitfalls, from a Fair Housing enforcement perspective, of the application and pre-qualification stages. Walk away with specific suggestions on how to avoid the costly and, sometimes, embarrassing pitfalls. Instructor: [Randy Cross](#)

BROKERAGE RELATIONSHIPS IN REAL ESTATE TRANSACTIONS ACT (BRRETA), 57117

Enhance your career through this review of the BRRETA through realistic examples to help you better understand the theory of the law as it relates to broker-client and broker-customer relationships. Review each agency relationship and transactional brokerage in detail. Explore duty of care, disclosures, confidentiality, duration of the relationship, prohibition on giving false information, and applicable GAR forms and case law.

Instructor: [Howell Haunson](#)

2012 CONTRACTS TO CLOSING, 62301

Students will be able to differentiate between accurate explanations and those that have no legal basis for closing issues, as well as be able to identify issues that are not within their control. Additionally, students will be able to compare and contrast methods that may ensure a smooth closing versus those that cause issues to arise. Instructor: [Howell Haunson](#)

DO NOT CALL LAW MEANS YOU, 44204

One thing is for sure...you want to avoid breaking the law! This course helps brokers and agents learn more about the background and specific violations of the "Do Not Call," "Do Not Fax," and "SPAM Email" state and federal laws.

Instructors: [Ron Branch](#), [Tom Gillett](#), [Howell Haunson](#), [Patricia Johnson](#)

FAIR HOUSING: IT'S NOT AN OPTION, IT'S THE LAW, 54087

Reinforce your knowledge of the Fair Housing Act, addressing what can and cannot be done. Much of this area of the law involves definitions that assist in answering many questions that may arise. The course reviews issues relating to fair housing, including the enforcement of the law and penalties for violating it. A historical perspective of the act is provided as well as scenarios for you to determine whether there are any Fair Housing Act violations. Instructor: [Howell Haunson](#)

FAIR HOUSING LAWS & ETHICAL PRACTICES, 51230

Examine the purpose of the Fair Housing Laws in the context of a historical overview of both the federal and state Fair Housing Laws. Explore the protected classes, the exceptions to the laws, and the specific violations of law including blockbusting, steering and the use of testers. The course includes an NAR video presentation and various case studies relative to the law and the Code of Ethics. Instructor: [Wade Gaddy](#)

FAIR HOUSING: OPENING DOORS TO EQUAL OPPORTUNITY, 26089

Open the doors to equal opportunity while closing the door on your liability now! Learn strategies for providing equal service to all protected categories and ways to advertise listings that will not violate the Fair Housing Law. The session will focus on penalties involved and how to monitor the office policy for adherence. Use of this program may merit insurance premium discounts from some insurance companies. Instructors: [Tripp Anderson](#), [Becky Donner](#), [Tom Gillett](#), [Staci Juhan](#), [Joe Kennedy](#), [Susan Kornegay](#), [Carol Moson](#), [Brandon Nichols](#), [Stephanie Nielsen](#), [John O'Neill](#), [Donna Traylor-French](#), [Buddy Weston](#)

FHA BASICS FOR REALTORS® , 54083

Obtain up-to-date knowledge of the changing FHA mortgage insurance programs, thus enabling you provide information on FHA products to buyers. Instructors: HUD Instructor will be assigned.

FHA: JUST WHAT A REALTOR® NEEDS TO KNOW, 57669

Equip yourself with essential facts and important changes in the FHA loan that could make or break a deal. Discover creative solutions that will solve common and uncommon issues that might arise during a transaction.

Instructor: [Juanita McDowell](#)

FSI: FRAUD SCHEME INVESTIGATION, 52846

Mortgage fraud is an epidemic. If it is not stopped, it will destroy the real estate financing market. You must have a broader understanding of mortgage fraud, be alert to certain fraud practices prevalent in mortgage lending, and learn the practices that will help prevent it. The film "Flipping Out" is shown as a part of this presentation. Valuable information is provided that, if applied, can help the real estate industry devise a strategy for combating common types of mortgage fraud. Instructor: [Wade Gaddy](#)

GEORGIA FAIR LENDING ACT: ARE PREDATORY LOANS LAWFUL?, 54088

Review the Georgia Fair Lending Act (GAFLA) and abusive practices addressed by this statute, including excessive fees and prepayment penalties, kickbacks to mortgage brokers, loan flipping and the sale of unnecessary products to borrowers. Participate in in-depth discussions on standards applicable to all loans, the definitions and thresholds to determine if a loan is a high cost loan, the protections afforded to borrowers, and the remedies and enforcement for violations. Instructor: [Howell Haunson](#)

GUILTY OR INNOCENT: CASES FROM THE FILES, 58575

Here's where you get to be the judge and the jury! Actual real estate cases are brought straight from the courtroom into the classroom. The cases are presented and followed by group discussion. Weigh in with your opinion and find out if your verdict matches the actual judgment. You will examine as many as 15 recent court decisions and see how they affect the way we do business. Apply these decisions to improve your business practices. Instructor: [Greg Dunn](#)

HANDLING EARNEST MONEY, 37914

Refresh your knowledge with an overall review of the definition of earnest money, and the GREC's guidelines of handling earnest money, funds, trust accounts and other monies received by brokers. Broker responsibilities, agent responsibilities, and the disbursement of earnest money will also be reviewed. Instructor: [Greg Dunn](#)

2012 HUD-1 SETTLEMENT STATEMENT: DOES IT ALL ADD UP?, 62316

Calculator and pencil are required for this class. Today, more than ever, you need to understand the HUD-1. The HUD-1 uses simple mathematical formulas, and knowing and understanding these formulas make the document easy to understand. It is the one document that can "make or break" you in the eyes of your client. Gain valuable instruction on how to prepare the HUD-1 Settlement Statement. Instructor: [Howell Haunson](#)

IGNORANCE OF THE LAW IS NO EXCUSE, 57619

Using a highly interactive workshop format, this course examines violations of Georgia real estate licensing law and the rules of the Georgia Real Estate Commission. This course is based on actual cases heard by the Real Estate Commission which resulted in disciplinary action. Only the names of the parties and locations involved have been changed to disguise their identities; the actions and penalties involved are accurate. Focus is on those areas causing the greatest deal of confusion about the law or resulting in the largest number of violations. Instructor: [Joy Fitzpatrick](#)

IS NOT TELLING REALLY SUCH A SIN? DISCLOSE, DISCLOSE, DISCLOSE, 58614

Visit the various types of misrepresentation for which you might be challenged, particularly in an unhealthy market. Ponder differences in defects as emotional versus physical, and whether they need to be made known ethically – even when not legally mandated. Instructor: [Donna Traylor-French](#)

METH & THE MARKET, 45564

Discover the origins and geographical trends of clandestine laboratories in Georgia. Learn to identify indicators, common commercial products, and inherent dangers associated with discovering a methamphetamine laboratory. After completing this course, you will understand the basic disclosure measures required when listing a clandestine laboratory property.

Instructor: [Capt. Ken Malcom](#)

MORTGAGE FRAUD AND THE REALTOR®, 54090

Ignorance is no defense! Too often, "business as usual" involves some form of fraud. Don't conduct business in a way to put yourself at risk in committing fraud. Don't conduct business in a way that allows others to commit fraud. This course reviews definitions, statistics, schemes, and red flags of fraud that you need to know. Review common everyday practices that, if not handled properly, may result in the commission of fraud. Mortgage fraud is now a specific crime in Georgia; it is considered racketeering. Instructor: [Howell Haunson](#)

MORTGAGE FRAUD: THE SILENT SIN, 42583

You work too hard for you to put your livelihood, not to mention your freedom, at risk. Learn to identify and avoid mortgage fraud activity. Real estate fraud is one of the fastest growing crimes in the United States with Georgia leading the way! This is a "must attend" course if you do not enjoy prison food! Instructor: [Tom Gillett](#)

PERSONAL MARKETING IN A "DO NOT CALL" WORLD, 54998

Get results from your personal promotion using the three keys for effective marketing. Pick up these keys and receive an update on Federal "No Call/Fax/Email" and GREC advertising regulations to be sure your advertising is not violating the law! Instructor: [Patricia Johnson](#)

PITFALLS AND PROFITS IN LEASING RESIDENTIAL REAL ESTATE, COURSE # 60933

Want to discover new ways to profit from leasing and management? Learn applicable state and federal laws pertinent to the performance of property management services, what duties to perform to get paid in leasing and management and learn to recognize the pitfalls of leasing and management. Instructor: [Dan Wilhelm](#)

PROCURING CAUSE: PROTECTING YOUR COMMISSION AND THE RIGHT TO ARBITRATE, 44996

Improve your knowledge on procuring cause as it relates to Article 17 of the Code of Ethics of the National Association of REALTORS®. Gain clarity on the difference between mediation and arbitration, the arbitration hearing process, and the series of events that help determine procuring cause. Instructor: [Becky Donner](#)

PROCURING CAUSE...YOURS, MINE OR OURS?, 52845

Explore the obligation of arbitration as set forth in the NAR Code of Ethics as well as the significance of mediation. Examine the complete arbitration process. Learn the key factors considered in procuring cause cases and risk-reducing techniques to avoid being involved in them. Review case studies as is if you were a member of the Professional Standards Committee. Instructor: [Wade Gaddy](#)

PROPERTY DISCLOSURES: THE REAL ESTATE PROFESSIONAL'S GUIDE TO REDUCING RISK, 50630

The name says it all – DISCLOSURE! Find out how to identify the hazards of misrepresentation, negligence, AIDS disclosure, and the penalties of nondisclosure. Use of this program may merit insurance premium discounts from some insurance carriers. Instructors: [Tom Gillett](#), [Donna Traylor-French](#)

PROPERTY MANAGEMENT BASICS, 54085

Add this to your toolbox! This course will introduce you to the successful leasing and management of residential rental homes. Learn how to find a qualified tenant and manage that tenant and property during the lease term. Be introduced to the Landlord Tenant Act and its specific provisions to reduce your liability regarding managing rental homes and handling security deposits. Instructor: [Mike Nelson](#)

PROPERTY MANAGEMENT: BEST PRACTICES & TRUST ACCOUNTING, 61495

Expand your knowledge in managing residential rentals. Learn how to comply with the law and discover different techniques, policies, and procedures that will help you manage property effectively. Gain knowledge of Trust Accounting, related to property management, and learn how to successfully manage money for your clients using some of the most popular property management software applications. Instructor: [Mike Nelson](#)

REAL PROPERTY LAW FOR THE REALTOR®, 54098

This course takes the information given in pre-licensing courses and presents it in a way that has real applicability to your day-to-day business. Instructor: [Howell Haunson](#)

RESIDENTIAL MANAGEMENT & THE LAW, 58566

Know the law. Explore several of the legal aspects that you need to know when managing rental property including where to reference Georgia's Landlord Tenant laws and requirements for handling move ins, move outs and security deposits. Uncover several federal laws with which property managers must know and comply such as the Fair Credit Reporting Act, the Fair and Accurate Credit Transactions (FACT) Act, and the Fair Debt Collections Practices Act. Website references for each of these subjects will be provided. Instructor: [Mike Nelson](#)

RISK MANAGEMENT, 37803

Reinforce the steps you must take to avoid legal problems while providing the best service possible to your clients. Learn how to deal with agency problems, environmental problems, Federal Fair Housing & ADA issues, misrepresentation, non-disclosure, and the unauthorized practice of law. Instructor: [Becky Donner](#)

RISK REDUCTION, 54094

Get solutions you can use immediately! Analyze the five main areas of concern for real estate agents: misrepresentation, agency, fair housing, antitrust, and unauthorized practice of law. Explore how to avoid problems associated with each. Unlock the secrets of how to manage risks that are inherent in this business. Instructor: [Buddy Weston](#)

THE WELL LITIGATED LANDLORD, # 61492

Update your knowledge on the recent changes to Georgia License Law and Rules of the Real Estate Commission. Learn which RESPA activities are allowed and how to evaluate which new laws affect your business. Instructor: [Dan Wilhelm](#)

TOPICS TOO HOT TO HANDLE, 45544

Update your knowledge on the recent changes to Georgia License Law and Rules of the Real Estate Commission. Learn which RESPA activities are allowed and how to evaluate which new laws affect your business. Instructors: [Greg Dunn](#), [Patricia Johnson](#)

WE ARE THE WORLD: PRIVILEGES & RESPONSIBILITIES OF FAIR HOUSING, 59063

Be pro-active in making our clients and customers aware of the privileges and responsibilities of fair housing. Learn the history of, and need for, fair housing laws and work through the confusion of what Title VIII allows. Instructor: [Donna Traylor-French](#).

WILLS, TRUST, POWERS-OF-ATTORNEY (AND OTHER MATTERS AFFECTING TITLE), 57088

Don't let title issues affect your closings at the last minute! By being attentive, asking the right questions and knowing the basics of title examinations, you can reduce – if not eliminate – last minute delays. This course not only reviews many title issues and how these issues can be addressed long before closing, but also applicable provisions of the GAR Purchase and Sales Agreements. Instructor: [Howell Haunson](#)

Senior Clients

HOW TO CAPTURE THE FASTEST GROWING POPULATIONS OF THE 21ST CENTURY, 59303

Stay on top of the trends for the 50+ market. Delve into the research on the characteristics and preferences of the multiple generations in this fast-growing 50+ market. Evaluate how to best use this information to increase your sales and profits. Instructor: [Rebecca Stahr](#)

Skill, Business & Professional Development

AGENT 0-0-7 BECOME A MEMORABLE AGENT, 62184

Students will develop a working knowledge of and explore the different components of marketing, apply real estate activities to the marketing components, identify specific target markets and various promotional techniques when working with clients and develop a personal marketing campaign that can be implemented in their real estate practices. Instructor: [Joi Bostic](#)

ALOHA - THANK YOU - GRACIAS - CAM ON - MERCI - CHEERS!, 60934

With the expansion of other cultures into our environment, the future success of real estate agents is predicated on their ability to be adaptable! Learn how to communicate in our world today by analyzing different personality types and how those traits influence how someone might react in negotiations and decision making. Examine individual attributes and weaknesses and explore methods for utilizing those to the maximum benefit for all parties. Instructor: [Donna Traylor-French](#)

ART OF EFFECTIVE COMMUNICATION!, 57618

Enhance your communication skills. The instructor's almost thirty-year career in the real estate industry as a regulator, agent, broker, school director, and instructor has convinced him that the number one complaint regarding real estate practitioners has been, and continues to be, communication. This program will demonstrate techniques to eliminate most miscommunications. Instructor: [Tripp Anderson](#)

AT AUCTION: THE OUTCOME IS INCOME FOR AGENTS, 58580

Expand your scope of real estate services. Learn about real estate auctions and partnering with real estate auction firms. (This course is not intended to certify real estate professionals to be auctioneers or to call auctions.) Instructor: [Uladia Taylor](#)

BASICS OF RURAL PROPERTY: A REAL ESTATE AGENT'S SURVIVAL GUIDE, 58629

Obtain valuable knowledge if you are buying, selling, or improving land (or acting as an agent in the process). This course provides practical how-to knowledge in terms anyone can understand. You will learn about unimproved properties, basic terms/vocabulary of the industry, information resources, tools of the trade, and the necessary skills and knowledge to be successful in working with rural properties. Instructor: [Don Webb](#)

BEING PROACTIVE FOR QUICKER, EASIER CLOSINGS, 58628

Want a quick, easy closing? Learn the advantages of being proactive in resolving issues before they cause problems that delay closings or otherwise hinder a sale. Explore how using specialist services can enhance sales methods for quicker, easier closings to benefit you and your clients. Instructor: [Ronald Gill](#)

BEYOND GOAL SETTING: A FRESH PERSPECTIVE, 58615

Challenge yourself and the barriers you create in setting goals. Review existing strategies, learn new ones, and evaluate which system will work best for obtaining your goals. These strategies can then be applied towards meeting client needs. You will be encouraged to identify at least one short-term and one long-term goal to explore in this workshop. Instructor: [Ruth Demeter](#)

BUSINESS PLANNING: GOT DREAMS, GET TO WORK – FOR BERTHAS & BERTS, 57843

Business planning for your real estate business must be done with the right “mind-set” first. The basics (planning) are building blocks for a successful real estate business, with dreams being broken down into goals. Plans must be broken down into “what works”...not just “what I want.” This course gets your “head” on the right path to planning, implementing, and celebrating a successful real estate business, and encourages you to develop your talents and skills to expand your dreams by cultivated actions. Instructor: [Carol McGinnis-Yeje](#)

BUYER REPRESENTATION: WHAT YOUR MAMA & ‘EM DON’T TELL YOU!, 40775

What are the mistruths about buyer representation? Learn about this and how to best represent the buyer in the transaction. You will be working with the Exclusive Buyer Representative Form during this class. Instructor: [Tom Gillett](#)

BUYER'S AGENTS: PACESETTERS FOR THE FUTURE, 26092

Enrich your knowledge of the key points of BRRETA. During the course, you will categorize what leads to buyer agency and its benefits and liabilities, contrast buyer-clients to buyer-customers, and apply buyer agency concepts to case studies. Essentially, you will develop procedures to act as a buyer's agent. Instructor: [Tripp Anderson](#)

CLIENT OBJECTIONS: LAND MINE OR GOLD MINE, 57116

Learn how to handle client objections and increase real estate closings! This course will teach you how to come to agreement with buyers and sellers when tough questions are asked. Instructor: [Patricia Johnson](#)

COMMUNICATE: FOR BETTER RELATIONSHIPS, MORE MONEY AND BEST LEGACY, 56353

Improve your communication and preparation skills for business and personal encounters. This course focuses on attitude and “learned” word-usage. By attending this course, you will understand the importance of using questions to get results and be able to recognize effective communication techniques with all personality types. You will also learn to recognize the impact of first impressions in business relationships – a large part of communication. Instructor: [Carol McGinnis-Yeje](#)

COMMUNICATING WITH YOUR MIND, YOUR BODY, AND YOUR SOUL, 52843

It is never too late to uncover the characteristics of your personality and the personalities of your clients that will either assist or hinder your ability to communicate. Communication can occur through words, tone of voice, personality, gestures, things done for others, and even touch. Discover how body language can contradict spoken words and the importance of identifying and understanding “love languages.” Instructor: [Wade Gaddy](#)

CREATING RAPPORT, 45813

Want to improve connections with your clients? Learn and rehearse Neuro Linguistic Programming (NLP) strategies that will encourage others to feel safe with you so that you can quickly develop a relationship with your clients. This increased comfort will improve communication, making for more satisfied clients and quicker sales. Instructor: [Ruth Demeter](#)

CREATING WEALTH - INVESTING IN SINGLE FAMILY HOMES, 60035

Want to help your clients increase income for the future? Learn how to cover your clients basic needs, know the true value of property, and create and execute a plan to assist clients in creating wealth through single-family rental houses. Instructor: [David Thomas](#)

DID I REALLY SAY WHAT THEY HEARD, 60225

Want to improve your knowledge of Georgia real estate agency law and BRRETA? Learn the history and what is required of a Georgia real estate agent, unique ways to utilize Georgia Association of REALTORS® agency forms based on your company's policy and whether consumers should or could be left as customers. Instructor: [Donna Traylor-French](#)

DIVERSITY IS OPPORTUNITY, 26097

Expand your clientele into more diverse populations. Excellent opportunity to understand the wants and needs of these groups, and consider how to satisfy those needs more effectively. You will investigate techniques for enhancing your skills when working with clients from different countries and cultures. Instructor: [Karen Loftus](#)

DO NOT CALL LAW MEANS YOU, 44204

One thing is for sure...you want to avoid breaking the law! This course helps brokers and agents learn more about the background and specific violations of the “Do Not Call,” “Do Not Fax,” and “SPAM Email” state and federal laws. Instructors: [Ron Branch](#), [Tom Gillett](#), [Howell Haunson](#), [Patricia Johnson](#)

eco₂ SMART: GROW YOUR BUSINESS BY GOING GREEN, 57121

Increase your market share by becoming a trusted resource for “green” product choices your clients can make when selling, purchasing or remodeling a home. Using *The Green Open House*® virtual tour, explore tangible examples of green building systems and products for the home and marketing techniques resulting in energy savings, tax incentives and healthy living. Instructors: [Steve Hoffmann](#), [Susan Dowdy](#)

ENHANCING CUSTOMER SERVICE THROUGH PUBLIC RECORDS, 58626

The Internet must be available for this course. Acquire valuable knowledge about utilizing public property records. Learn how to evaluate the market values of a property by using information available from the tax assessor, along with looking at the recorded sales from the county courthouse. Also learn the meaning and value of all the data the tax assessor provides on property record cards. Instructor: [Glenn Zinder](#)

ETIQUETTE/PROFESSIONALISM “CREATING CUSTOMERS FOR LIFE”, 61821

Explore why customer service issues are the reason most complaints are filed with the Georgia Real Estate Commission. Learn and assess your customer service skills by role playing, discussing professional dress and how important the first 15 seconds are to clients. Also learn how to write follow-up plans for when after a sale occurs. Instructor: [Kim Crumley](#)

EVERYTHING YOU NEED TO KNOW ABOUT CREDIT REPORTS: BUT DIDN'T KNOW TO ASK!, 54993

Gain an understanding of the credit reporting system, credit bureaus and credit management. Find out where to get a free copy of your credit report, how to stop receiving those “pre-approved” credit card offers, the components of a credit score, an explanation of the Fair Credit Reporting Act, the cost of bad credit and how to maintain a high credit score. Instructor: [Robert Landreth](#)

EXPAND YOUR MARKET: GLOBAL CLIENTS, LOCAL MARKETS 50089

Prepare for today's diverse market and learn to succeed in the international real estate business. Analyze the factors contributing to globalization as well as the impact of population and household trends. Explore the economic benefits of foreign investment and highlight characteristics of foreign customers. Instructors: [Julieta Issa](#), [Van Yon](#)

FAST TOP DOLLAR HOMES SALES WITH STAGING, 58576

Receive helpful tips and ideas to use with homeowners. Staging listings helps homes sell faster and for more money. Find out how to approach staging with sellers from an economic perspective, learning about specific products that solve everyday staging dilemmas. Also learn how to suggest furniture placement and color recommendations and become familiar with a variety of eco-friendly and "green" products. The latest design trends will also be discussed.

Instructor: [Rick Duda](#)

FENG SHUI FOR BERTHAS & BERTS: SELL YOUR LISTINGS WITH LESS WORK!, 57086

Feng Shui is the ancient Chinese way of placement, colors, visual and sound stimulation. Strangely, the principles of Feng Shui are very similar to the basic "common sense" of decorating, organizing, and natural beauty. This course focuses on the similarities, while emphasizing how you can use the basics of Feng Shui mixed with a lot of common sense to think creatively, thereby, attracting "that" buyer to your listing! Instructor: [Carol McGinnis-Yeje](#)

FORECLOSURE PREVENTION, 57093

Foreclosures are skyrocketing and Fannie Mae (FNMA) has a plan to reduce the number of properties being taken by lenders to default. You must be familiar with these plans which include short sales and loan assumptions. What will a lender consider in determining whether to accept a short sale and will a lender allow a non-assumable low interest fixed rate conventional loan to be assumed? The answers may surprise you!

Instructor: [Howell Haunson](#)

FUNDAMENTALS OF BUYING & SELLING RURAL PROPERTIES: BASICS OF BROKERAGE FOR RURAL PROPERTIES, 58613

Examine the differences between residential, commercial, and land brokerage. Topics will include the tools and techniques needed to evaluate rural property. In addition, the course will explain the process of buying and selling land and the unique skills necessary for successful land investment. Instructor: [Don Webb](#)

GAR CERTIFIED FACILITATOR TRAINING, 41592

All Partners in Education courses require a GAR Certified Facilitator. This specialized training for staff and members is to assist GAR and class sponsors in holding classes and verifying student attendance. When facilitating a 3-hour Partners class, the student may attend at no charge.. Instructors: [Becky Donner](#), [John O'Neill](#)

GETTING LUCKY WITH LEADS, 55502

Create your own luck! This course looks at the productive activities of lead generation. You will be taught the importance of lead capturing and follow-up supported by the National Association of REALTORS® research. You will be taught how to recognize and capture opportunities and how to effectively follow up with prospects. Instructor: [Tripp Anderson](#)

GOING GREEN: CONSTRUCTION, CONSERVATION & PEST PREVENTION, 57094

Is your environment important to you? The main objective of this course is to help you understand the importance of our ever-changing environment and how the real estate community can impact our conservation efforts.

Instructor: [Garry Adams](#)

GOING GREEN: HOW IT MAKES \$ENSE!, 57842

Be ready to capture the next hot real estate market by attending this "green" course! We will cover the three top consumer motivations for green features: 1) environmental concerns; 2) operational cost savings; and 3) health issues. Learn how to educate consumers on green issues and turn them into loyal clients and increased revenues! Instructor: [Vickie Rogers](#)

GROWING A PROFITABLE MANAGEMENT COMPANY, 60093

Take your property management company to the next level and increase your company's income. Learn how to develop an effective marketing plan, use different technologies that will increase efficiency and decrease expenses, and monitor your performance regularly in order to achieve your company's goals. Instructor: [Mike Nelson](#)

HERE TODAY, HERE TOMORROW, 54994

Goal setting isn't difficult, but goal keeping is. Learn a system for setting goals that can be met effectively.

Instructor: [Ann Smith](#)

HOME FROM WORK, 57660

AN ADDITIONAL MATERIALS FEE APPLIES AND THE CLASS MUST HAVE AT LEAST 15 STUDENTS.

This course is part of the "Home from Work" campaign, which is an outreach and education effort to increase home ownership opportunities for workforce families by encouraging employers to offer housing benefits to employees. The campaign is a partnership with the National Association of REALTORS® (NAR), employers, employees, lenders, and nonprofit organizations. The course is designed for an audience of real estate professionals, including real estate brokers and owners. This course will help REALTORS® understand Employer-Assisted Housing (EAH) benefits and how it can help increase affordability and promote home ownership opportunities for workforce families. Instructors: [Katherine Basden](#), [Carol Moson](#), [Brandon Nichols](#)

HOME STAGING & REALTORS®, 58621

Advance your career with home staging knowledge. This course defines home staging and the steps necessary to be a home stager and set up a staging business. Discover the ways in which you and stagers may interact and the details of staging a home. New trends of "eco" staging and feng shui are also explored. Instructor: [Suzie Hudson](#)

HOME STAGING PRINCIPLES & PRACTICES, 54995

Increase your sales. This course shows agents how home staging can increase the selling price and decrease the time a home is on the market. Dig into what staging is and the different logistical ways staging works using before and after visual case histories and hands-on exercises. Learn how to "sell" clients on staging and help them select a qualified staging service. Instructor: [Liz Bennett](#)

HOMES WITH PROBLEM BUILDING MATERIALS, 46974

Obtain the knowledge to understand the most relevant issues when dealing with problem building materials. In today's real estate market, knowledge of problem building materials (PBM) is an advantage in any property transaction. Expect faster sales, smoother closings, and increased professionalism from the knowledge gained in this course.

Instructor: [Bob Trow](#)

HOW TO BRAND YOURSELF IN THE MARKET PLACE, 56352

This course should be the first course for new agents...and a refresher course for agents every three to five years. No one makes money as a secret agent! We all were told to brand ourselves, once...and that was enough. This course will teach you how to get viewed by the most prospects, and the need for multiple-branding in multiple-markets. Learn how you can save and make money. Instructor: [Carol McGinnis-Yeje](#)

HOW TO START YOUR OWN NETWORKING GROUP, 56351

Establish your own referral machine! All agents soon realize that business is produced through prospecting. They hope to reach the ideal business model where prospecting is not needed because they receive so much referral business. To speed up this process to the ideal, learn how to start your own networking group and have others prospect for you.

Instructor: [Carol McGinnis-Yeje](#)

IMPRESS YOUR CLIENTS WITH P.U.R.P.O.S.E., 59066

Do you think you present yourself and your services in a professional manner? Whether you are a new or a seasoned REALTOR®, you will be motivated to implement new strategies and tools geared towards improving your existing business relationships while creating new opportunities. Instructor: [Brandon Nichols](#)

IT TAKES ENERGY TO SELL A HOME®, 51830

Grow your market! Learn what makes a home energy-efficient and the enhancements that can be a sales advantage when selling new or existing homes. Broaden your market by knowing what makes a home energy-efficient.

Instructor: [Ann Massey](#)

LET'S PUT PROFESSIONALISM BACK IN REAL ESTATE, 54096

A fun, yet down-to-earth approach of getting back to the basics of professionalism, this course addresses topics such as proper business attire, proper business environment, respecting multicultural differences, and cell phone, email and text etiquette. This course is unique because it was developed around REALTORS®' suggestions from around the state.

Instructor: [Becky Donner](#)

LISTING APPOINTMENT WITH PIZZAZZI!, 55596

Build effective rapport and develop communication skills with emphasis on the key components to marketing a property (i.e. pricing, staging, marketing, etc.). Attend this class and also learn skill building applications on such issues as communication, objections and the like. Instructor: [Tripp Anderson](#)

LISTING CLINIC, 55805

Explore the values of focusing a career on listings. Study the characteristics, talents, and skills of effective listing agents. Identify the many sources of listings and learn how to approach and relate to each one. You will be exposed to the many tools of effective listing agents. Discover how you can be a better agent so as to service your seller clients to the optimum level possible. Instructor: [Tripp Anderson](#)

LISTING THE BUYER, 40687

Learn how to identify the elements of a buyer agency relationship and formulate a presentation on buyer agency. You will also acquire knowledge to help recognize the diligence level required of the buyer agent. Instructor: [Greg Dunn](#)

NAVIGATING THROUGH THE JUNGLE: NEGOTIATING THE WATERHOLE, 58569

Learn about negotiation skills needed to assist the buyer and seller in closing the deal with emphasis placed on communication skills. You will explore the relevant exposure of fact vs. fiction of negotiation tactics to detect opportunity gaps for gaining positional advantage. Discuss visualization of outcomes in order to survive the attacks of predators and answers to the option of actions left behind. Instructor: [Rich Hart](#)

2012 NEGOTIATIONS & THE F22 COUNTEROFFER FORM, 62312

Negotiation is one of the most useful skills a licensee can develop, but too many fail to give it more than a fleeting thought. Improve your negotiation skills using the top 25 negotiation tips as well as learning the proper method to use and complete the F22 Counteroffer Exhibit and other applicable GAR forms and stipulations. Instructor: [Howell Haunson](#)

NEW CONSTRUCTION RESIDENTIAL SALES & SERVICES, 54997

Do you know the differences between resale transactions and new home sales? Discover current issues and best practices for working with builders and on-site agents and how to work with builders who use non-GAR contracts and forms. Instructor: [Patricia Johnson](#)

ON YOUR MARK...GET SET...GO(ALS)!, 55504

This practical hands on goal setting workshop begins with you recognizing the value and rarity of goals. You will also be exposed to several different formats of goal setting models so that you can choose which works best for you. Uncover the many different areas where goals are important the need for accountability of written goals for results to occur. Practice writing goals that will make for a more productive and effective career – not only for your benefit, but the benefit of your clients and customers. Instructor: [Tripp Anderson](#)

ONE IN A MILLION: WHY CUSTOMERS SHOULD CHOOSE YOU, 57105

Do you stand out or blend in? People choose a REALTOR® based on differences they perceive to be competitive. You must demonstrate to customers why you are different and how these differences benefit them! Learn marketing techniques and branding for a better real estate business. Instructor: [Ann Smith](#)

OPTIMIZING TODAY'S MARKET, 57074

Real estate, whether a personal residence, an income producing or commercial property, is an investment for most people. Find ways to create business implementing strategies useful for all stages of your client's investment planning.

Instructor: [John Mangham](#)

PARLIAMENTARY PROCEDURE 101: EITHER LEAD, FOLLOW OR GET OUT THE WAY! , 61263

Without a working knowledge of the parliamentary procedure, not only will it be impossible for an agent to adequately lead, but it will also be impossible for an agent to adequately follow! Learn to be an asset, not a hindrance to the organization. This course will teach agents how to apply the parliamentary procedures to ensure an effective and efficient meeting with clients. Instructor: [Howell Haunson](#)

PERSONAL MARKETING IN A "DO NOT CALL" WORLD, 54998

Get results from your personal promotion using the three keys for effective marketing. Pick up these keys and receive an update on Federal "No Call/Fax/Email" and GREC advertising regulations to be sure your advertising is not violating the law! Instructor: [Patricia Johnson](#)

PERSONAL REAL ESTATE DEVELOPMENT: TREAT YOUR CAREER LIKE A BUSINESS, 51817

Establishing business goals is valuable to both new and experienced real estate agents. This course offers you a step-by-step process in an easy-to-use, fill-in-the-blanks format. The four sections covered are: personal needs, personalized business plan, clear marketing plan, and financial plan/budgeting process. Instructor: [Becky Donner](#)

PRINCIPLED NEGOTIATIONS, 38429

Learn to describe qualities of a good negotiator through techniques, tactics, and strategies. After this course, you will be able to recognize deadlock, develop a negotiating plan, and identify negotiating dangers and how to avoid them.

Instructor: [Tom Gillett](#)

PROCURING CAUSE: PROTECTING YOUR COMMISSION AND THE RIGHT TO ARBITRATE, 44996

Improve your knowledge on procuring cause as it relates to Article 17 of the Code of Ethics of the National Association of REALTORS®. Gain clarity on the difference between mediation and arbitration, the arbitration hearing process, and the series of events that help determine procuring cause. Instructor: [Becky Donner](#)

PROCURING CAUSE...YOURS, MINE OR OURS?, 52845

Explore the obligation of arbitration as set forth in the NAR Code of Ethics as well as the significance of mediation. Examine the complete arbitration process. Learn the key factors considered in procuring cause cases and risk-reducing techniques to avoid being involved in them. Review case studies as is if you were a member of the Professional Standards Committee.

Instructor: [Wade Gaddy](#)

PROPERTY MARKETING AND SELLER SERVICING STRATEGIES, 26086

Now that you have the listing, how will you market it? Discover how to develop a marketing plan for listings utilizing the most effective techniques to achieve the most beneficial results for the seller. You will also construct a service plan to render the highest level of service to the seller/client during the listing. Instructors: [Stephanie Nielsen](#), [Donna Traylor-French](#)

PROSPECTING FOR GOLD, 55505

Maximize the services your offer to the public. Learn how effective prospecting techniques can help you efficiently utilize your time. Through brainstorming and role playing, you will learn the value of vision, mission and benefit statements as well as budgeting and marketing. You will focus on professionalism and career enhancement to better serve your clientele. Instructor: [Tripp Anderson](#)

PROSPECTING FOR LISTINGS & OTHER NUGGETS: GOLD FEVER, 57336

Multiply your opportunities! Learn why listings are the heart of your business and identify sources of income and opportunities to acquire listings. Familiarize yourself with proven and new electronic methods of prospecting. During this course, you will practice language techniques to explain your value to the seller. Instructors: [Donna Traylor-French](#)

QUESTIONING: GETTING THE RIGHT ANSWERS, 45777

Improve your ability to ask questions effectively using the Neuro Linguistic Programming (NLP)-based questioning strategy. You will review questioning styles (i.e., open versus closed) and develop an internal checklist of questioning. Take this course to ensure you ask questions that are appropriate to each client in a timely fashion, leading to more referrals and sales. Instructor: [Ruth Demeter](#)

REAL ESTATE ASSAULT AWARENESS, PART 1, 41878

Protect yourself with informational techniques and safety strategies to help you become aware of how you can prevent, minimize, or survive an assault. Safety Awareness DVD may be viewed at www.garealtor.com, under the Member Center tab. Instructor: [Capt. Ken Malcom](#)

REAL ESTATE ASSAULT AWARENESS, PART 2, 52669

Learn proven defensive tactic techniques to enable you to survive, minimize or escape an assault. You will participate in practical exercises to enhance your skills and ability to defend yourself. Co-Instructors: [Capt. Ken Malcom](#) and [Lt. Philip John Bradford](#)

R.E.S.P.E.C.T. FIND OUT WHAT IT MEANS TO ME!, 58669

We should all respect the environment. As REALTORS®, we need to be involved and aware of environmental issues. This course covers the major issues affecting properties today and our responsibility of disclosure. This up-to-date course includes the Recovery Act of 2009. Instructor: [Vickie Rogers](#)

REVISED ADVERTISING RULES, HANDLING OFFERS, & OTHER POTENTIAL RULE VIOLATIONS, 44044

Make sure your marketing pieces meet the GREC's rules. The GREC's Advertising Rules apply to all types of advertising: signs, billboards, etc. Other frequent violations of GREC rules may also be discussed. Instructors: [Brandon Nichols](#), [Buddy Weston](#)

SEAL THE DEAL WITH CLIENT-CENTRIC PRESENTATIONS, 54999

Stay competitive! Learn to identify the needs of the seller client/buyer client, explain representation as a client service, provide relevant statistical information, determine property values, prepare "Seal a Deal" presentations, and list ideas and goals for maintaining a competitive edge in presentations. Instructor: [Patricia Johnson](#)

SHIFT HAPPENS, 55462

Gain valuable guidance in shifting economic times. Learn how to jump start your career by demonstrating a positive attitude and overcoming fears that prevent many agents from reaching their potential. This course also includes a plan for you to follow which is based on Tom's eight specific essentials to building a real estate business. "Doing your best is no longer good enough. Learning what to do, and then doing your best, is the only way to achieve maximum results." — Tom Gillett. Find the potential which is locked in all of us! Instructor: [Tom Gillett](#)

STAGING THAT WORKS FOR THE HOMEOWNER AND THE AGENT, 61819

ADiscover how to sell a house faster through Staging! Learn the basics of the staging process and how to analyze and explain furniture and picture placement in a house. You will also learn to identify the most consumer-centric rooms to stage in an occupied or vacant home. This course will help you identify and explain the 5 most important elements of "curb appeal". Instructor: [Jan Britt](#)

STAYING ALIVE, 60548

Acquire valuable safety techniques while working in or away from the office. Explore the most common safety mistakes when showing a property and discover how to respond and react to unsafe situations. Instructor: [Kim Crumley](#)

SUPER AGENT, 51816 (6-HOUR COURSE)

Lead your market and prevail as an industry leader through business and personal attention. Uncover your inner ability to apply outstanding qualities of attitude and performance to enable the superior real estate agent in you. Be guided through the application of End-In-Mind Planning, Habits, and Performance. As you learn to attain personal life balance, long-term customer and client relations will be more easily developed and maintained. Instructor: [Rich Hart](#)

SURVIVE OR THRIVE?, 57836

Is your real estate business in survival mode? Learn how to make smart business decisions to serve clients and thrive from a seasoned real estate professional who has coached hundreds of successful agents and survived up and down markets. Instructor: [Pat Johnson](#)

TIME TUNE-UP: GETTING THE MOST OUT OF YOUR 24 HOURS, 59302

Most of us suffer from too much to do and too little time! This class will identify many of the issues that consume your time and ways to combat them. Leave with tools to manage your time more effectively. Instructor: [Ann Smith](#)

UNDERSTANDING YOUR CLIENTS THROUGH THEIR TRUE COLORS, 46976

For over 26 years, True Colors has been teaching people how to discover their greatest strengths and understand the strengths of others. Experiencing this course is an excellent way for you to become more successful by strengthening your skills to effectively communicate and relate to clients and customers. This is a fun, non-threatening program which allows you to learn about yourself and others while learning how to improve your interaction with clients and customers. Instructor: [Joi Bostic](#)

WHAT YOU SAY CAN COST YOU, 57118

Learn to communicate without subjecting yourself to potential liability. You will apply theories of laws affecting the listing and sale of real property to minimize liability and maximize referrals. Seventeen issues are discussed including loan assumptions, commissions, fair housing, kickbacks, referral fees and stigmatized property. Is what you say going to cost you? Instructor: [Howell Haunson](#)

WHAT'S YOUR GEN FACTOR?, 60930

Come learn how to play nice with other generations! Gain empowering information on the different generations including general characteristics and backgrounds of why each generation acts and thinks the way they do. Learn how to work better with each generation, develop your business according to client needs, and how to maintain long-term relationships with your clients. Instructor: [Carol Moson](#)

WIN-WIN OF NEGOTIATING: A CRITICAL LIFE SKILL, 39662

Acquire negotiation skills. Upon completion of this course, you should be able to negotiate with both the buyer and seller in ways that will be in the best interest of both parties. You will also be able to identify the importance of timing.

Instructor: [Wade Gaddy](#)

YOU'VE GOT PERSONALITY, 58618

We all want to be treated the way we want to be treated. To be an effective negotiator, communicator, and closer, you must understand the personality type of each party involved in the transaction process. One of the top personality trainers in the nation, Tony Alexander said, "the platinum business rule...in business, you must treat others the way they want to be treated..." Through instruction, group exercises, and role-play, this course helps you see clients through "platinum" eyes "the way they want to be seen!" Instructor: [Carol McGinnis-Yeje](#)

Technology

BLOGGING FOR BUSINESS, PART 1, 57119

Discover the value of having a blog to generate real estate leads and how to use this technology to drive more traffic to your Website. Topics include how to set up and publish a blog for free, how to establish yourself as an expert in your field and the Dos and Don'ts of blogging and social media that are consistent with the NAR Code of Ethics.

Instructor: [Juanita McDowell](#)

BLOGGING FOR BUSINESS, PART 2: A SETUP COURSE FOR THE BEGINNER, 59067

Walk away with step by step instructions on how to set up a blog. Leave the class knowing how to set up an account, how to create a blog posts, how to design a header and how to create a team blog for real estate purposes. Blogging for Business, Part 1 is recommended before taking this class. Laptops with air cards are welcome but not required.

Instructor: [Juanita McDowell](#)

ENHANCING CUSTOMER SERVICE THROUGH PUBLIC RECORDS, 58626

The Internet must be available for this course. Acquire valuable knowledge about utilizing public property records. Learn how to evaluate the market values of a property by using information available from the tax assessor, along with looking at the recorded sales from the county courthouse. Also learn the meaning and value of all the data the tax assessor provides on property record cards. Instructor: [Glenn Zinder](#)

MARKETING ONLINE USING TWITTER, TRULIA & FACEBOOK, 59054

Want to better market your clients' listings online? Learn how to use Twitter, Trulia and Facebook to do so, and how to leverage the high ranking of some of the popular consumer sites to sell your listings. Instructor: [Juanita McDowell](#)

MAXIMUM MARKETING, MINIMUM DOLLARS, 57098

Want to grow your real estate business without spending a fortune? You won't want to miss this class crafted for the savvy and thrifty individual. This course will teach you how to design and implement a powerful marketing plan while staying on a budget, leveraging email lists, Websites, and online PR as well as the radio to take your business to a new level and increase your productivity. Instructor: [Juanita McDowell](#)

PRESENTATIONS: MAKE YOUR POINTS POWERFUL!, 59745

Make strong, more professional presentations! This class will explore computer software presentation programs that will allow you to prepare professional presentations to better represent your clients. Learn basic features and important shortcuts associated with PowerPoint 2007. At the conclusion of this class, you will be able to design colorful presentations for a listing or FSBO, a potential buyer, a home ownership workshop or any other presentation opportunity in your real estate business. You will also develop a thorough understanding of slide designs, transitions and animations and how to properly import media such as video, photos and clipart into your presentation. Instructor: [Juanita McDowell](#)

SOCIAL MEDIA OVERVIEW, 58670

Grow your influence and your overall real estate business. Discover what social media is and the value of using it. Learn how to create a marketing plan around popular social sites such as Twitter and Facebook, as well as popular online video and photo-sharing Websites. Instructor: [Juanita McDowell](#)

WHAT'S YOUR OUTLOOK?, 59209

You need to maintain contact with your clients! Learn how to effectively use tools such as software management programs to develop a database and manage daily real estate-related tasks. Key functions of programs will be explained so you can integrate them into your business. Instructor: [Juanita McDowell](#)

Title Insurance

WHAT YOU DON'T KNOW CAN HURT YOU, 40430

Based on actual Georgia case files, this course will prepare you to spot forgeries. You will be provided with discrete methods for ensuring that a listing contract bears the true signature of the seller and learn what documentation and which signatures are necessary when a corporation, partnership or limited liability company (LLC) is selling. Case files will demonstrate where salespersons and brokers were held liable for failure to disclose to a buyer the necessity of a survey. You will be provided with information on agreements that may be used by your firm to provide proof that proper disclosure was made to the buyer. You will learn to identify the proper documents that provide proof of ownership of real property and realize the importance of obtaining the signature of all owners of record on listing agreements, purchase and sale agreements and leases. Instructor: [Joy Fitzpatrick](#)

Instructor Bios

GARRY ADAMS

is a licensed REALTOR® and a Certified Operator in Household Pest Control and Wood Destroying Organisms. With over 12 years in the pest control business, he currently serves as Director of REALTOR® Services for Northwest Exterminators. He is also a Certified Instructor with the Georgia Real Estate Commission and Director of Northwest Exterminating School. He resides in Marietta, Georgia.

TRIPP ANDERSON, ABR, CBR, DREI, GRI, ITI, RCC,

received his license while still a student at Georgia State University where he majored in real estate. Later he pursued his Master's of Business Administration degree in Management. He worked for the GREC serving as its Education Advisor. Next, he served as the Director of the Georgia Institute of Real Estate where he still teaches pre-license, post-license, and continuing education courses. Tripp has been a broker of over 1,000 closed transactions. He is active with his Board, as well as GAR for which he teaches around the state. Most recently, he has started coaching agents to help them achieve life balance and take their careers to the next level. He is also active with the Real Estate Educators Association on both the state and national levels.

KEVIN ANDERSON

was a Regional Training and Sales Manager for LJ Technical Systems, an education company for 9 years prior to entering the mortgage industry. He travels the entire country training teachers and administrators on how to implement new curriculum and materials into the classrooms. Kevin started in the mortgage industry with a small broker shop before going to work at First Horizon Home Loans and then moving to Wells Fargo Home Mortgage. He is currently Branch Manager at Wells Fargo Home Mortgage. Kevin is responsible for developing new relationships with corporations, builders and other affinity partners. In addition, he trains all staff on new products, internal company policies and federal requirements.

STAN ANDERSON

has been an independent, self-employed tax agent since 2006. In addition, he has been a Certified Appraiser since 2000. He began his teaching career in 1970, with real estate licensing evening classes for the Atlanta Area Technical School at Northside High School. Stan worked for six years in the Fulton County Tax Assessor's Office and is currently affiliated with the Fulton County Taxpayer Foundation. Stan has also worked as a real property appraiser. Stan is also a qualifying broker for Anderson Real Estate Services, Inc. and, occasionally, originates mortgage loans through Five Star Mortgage. He is a member of the 400 North Board of REALTORS®. Stan graduated from Georgia Tech in 1970, with a BS Degree in Industrial Management. He also has an MBA from Georgia State earned in 1971.

CAROL AXFORD, ASID,

entered the interior design field over a decade ago. During that time, she has created beautiful yet comfortable and functional homes for her clients. Carol is the principal of CDA Design Group. In 2006, she participated in designing the Livable Lifetime Showhouse in Fayetteville, Georgia sponsored by the Universal Design Alliance. In addition to her residential projects, she has designed numerous long-term care facilities from Maine to Florida. She has been a guest speaker to interior design students at Virginia Commonwealth University, Brenau University, the Atlanta College of Art, and the Art Institute of Atlanta. Carol holds a B.A. in Education from the University of Richmond, and a B.F.A. in Interior Design from Brenau University. Carol is a member of the American Society of Interior Designers, Universal Design Alliance and N.C.I.D.Q.

JOYCE BAILEY

received her Master of Education from Louisiana State University-Shreveport and has been in the teaching profession for over 35 years, with the last 17 in real estate and appraisal education. She has been in the real estate profession since the mid-80's, as a broker, appraiser and educator. While in Louisiana, Joyce served as a state director of the Louisiana REALTORS® Association, as a Trustee of the Louisiana Real Estate Education Foundation, as a director of The Shreveport/Bossier Board of REALTORS®, as well as serving on numerous committees both locally and on the state level. She is a founding member of the Georgia Association of Professional Appraisers, serving as President for two years. Joyce has lectured and taught real estate and appraisal courses in many states.

KATHERINE BASDEN, ABR,

transitioned from a successful career in marketing and advertising sales to real estate with an entrepreneurial spirit and an underlining desire to help others. As a sales associate, she cultivated her selling techniques by focusing on communication, accountability and education. She has developed and administered home buying workshops and sales motivational seminars. As a broker, she has used these skills as the foundation for building her own company.

JAVON BLYE

started Millennium Vision Properties Inc. and began investing in residential real estate after leaving the military. He has received training and licenses in multiple real estate disciplines: as an agent, an appraiser, and as a property casualty adjuster. Javon is currently employed with the Department of Housing and Urban Development (HUD), as a Housing Program Specialist within the Atlanta Home Ownership Center's Program Support Division. He provides technical assistance to non-profit organizations seeking to become HUD approved Housing Counseling Agencies, conducts biennial reviews of approved Housing Counseling Agencies for compliance to regulations, and represents HUD at a variety of marketing and outreach activities promoting the dream of home ownership via mortgages insured by the Federal Housing Administration.

LIZ BENNETT

is the owner of Perfect Fit Interiors. She began her career as a real estate closing agent, then moved to the financial side of real estate. As Director of Operations for Citizens Home Mortgage in Atlanta, she trained new loan processors while developing and running training classes for employees on new procedures and loan programs. In 2004 she turned a lifelong decorating avocation into a full-time business as she began working with Resource Design and Build. After becoming a professional certified stager, she opened her own business, Perfect Fit Interiors. Competing against 500 entries at the 2007 national conference of the Society of Decorating Professionals, Bennett's before-and-after entries earned her two national awards: 1st place for Staging and 2nd place for Home Accessorizing.

DON BLAIR, GRI, ASR,

is currently the broker/owner of Exit Realty Associates in Macon, GA. Don has been selling real estate since 1996. In 2005, Don received the "Exit Presidential Award" for professionalism from Exit Georgia. He has served as Commissioned Officer in the U.S. Air Force and as a Non-Commissioned Office in the U. S. Marine Corps. His training as a public speaker in college and as a Drill Instructor at Parris Island, SC taught him various teaching methods and delivery skills. Don is currently a Director on the Mid-GA MLS Board.

JOI BOSTIC

entered the field of real estate after a 17-year career in higher education. She has designed and instructed many courses, workshops and seminars for audiences throughout the country. She has a BA in Economics from Spelman College and an MBA from Atlanta University in Marketing and Decision Sciences. Her background, education and training have made her an informative and exciting instructor. As a former real estate investor and organizer of real estate seminars, she came to the field of real estate with an interesting perspective. She approaches the field of real estate as another opportunity to teach and empower.

JOHN BOUDREAU, CGP, NAHB GREEN VERIFIER, ASHI, ICC,

has an engineering degree from Georgia Tech, and worked as an engineer for three years before becoming a home inspector in 2000. He has completed over 3500 inspections. John specializes in diagnosing structural problems as well as performing synthetic and hardcoat stucco inspections. He is a Certified Green Professional and a Verifier for the NAHB National Green Building Program. John is licensed in South Carolina, and he is an ASHI, ICC and EDI/Moisture Warranty certified inspector.

RON BRANCH, GRI,

is an associate broker and co-owner of Century 21 Smith, Branch, and Pope, Inc. in Tifton. Prior to entering the real estate profession, Ron spent 23 years with Georgia Power Company. In 1994, he left the corporate world to pursue a long-time dream of becoming a REALTOR®. He served as President of the Tiftarea Board in 1999. In 2000, he became a certified pre-license instructor for the GREC. He was Dean of the GRI Board of Governors in 2005 and has served on several GAR committees. He also served on the Board of Directors for the Georgia Real Estate Educators Association. Ron is an active member of the Million Dollar Club of the Tiftarea Board. In 1999, he received the prestigious Centurion Producer Award from Century 21.

LIEUTENANT PHILIP JOHN BRADFORD

is a veteran of the Covington Police Department with over 20 years of service. He has served as Jailer, Patrolman, Criminal Investigator, Narcotics Investigator, VIPER unit Commander and, currently, is the Covington Newton County Special Investigations Unit Commander. Lt. Bradford has been awarded the Webber Seavey Award from the International Association of Chiefs of Police (IACP) in 2002. He is a graduate of the FBI National Academy and is an instructor of Defensive Tactics, ASP Baton, O.C. Pepper Spray, and Taser.

MARY BRADLEY

experience's includes more than seven years working in international broadcast media; specializing in the utilization of non-traditional and new media communications channels for information management. Mary helped form MetricFresh, and is responsible for gathering marketing research data and developing strategic plans for her clients to help them utilize the optimal branding and social media strategy. Recently, Mary has developed several presentations tailored to the needs of real estate agents, and her lessons gives agents the tools and steps necessary to best focus their social media plan to attract and retain clientele. Passionately avant-garde in both work and life, Mary brings experience and expertise in research, development and training. These skills, along with her tireless work ethic, make her an invaluable resource for MetricFresh and the clients they represent.

JAN BRITT

is an interior decorator and a member of the Interior Design Society and the Window Coverings Association of America. She is a window treatment specialist and a professional home stager in Atlanta, Georgia and surrounding areas. Jan has appeared numerous times on Peachtree Morning, a local morning show on Channel 11 in Atlanta. She also appeared multiple times on "Our Place" on HGTV. She has been the subject of feature articles in the Home and Garden section of the Atlanta-Journal Constitution, the Marietta Daily Journal, the Paulding County Neighbor, and the Atlanta Home Improvement Magazine. Jan currently writes monthly decorating, staging and window treatment articles for West Cobb Magazine, as well as other publications.

J. GLENN BROWN

is a real estate attorney in Athens, Georgia having maintained an active residential real estate closing practice since 1979. Glenn graduated from the University of Georgia in 1974 with a BBA in Real Estate and Urban Development. While attending the University, Glenn obtained his real estate license at 19 years of age and worked in the property management department of Smith, Boley, Brown, Inc. He is an affiliate member of the Athens Area Association of REALTORS®. He is a member of the Real Property Law Section of the State Bar of Georgia. In addition to practicing law in the area of real estate, he is an approved mediator with the Georgia Office of Dispute Resolution and maintains an active private mediation practice.

JESSE BROWN

earned a BS in Industrial Engineering and an MS in Industrial Administration from Purdue University. He spent 25 years in manufacturing and worked for General Electric, Alcoa, and Corning. He has a family history in roofing and HVAC contracting. He moved to the Atlanta area in 2004 from Pennsylvania and operated his own home inspection company before joining The Residential Inspector. Jesse is an ASHI (American Society of Home Inspectors) and an ICC (International Code Council) code certified inspector.

LORI COX, ABR, CRB, E-PRO, GREEN, GRI, SRES, AHWD, SFR,

has been licensed since 1987. Lori's experiences include being a top-producing REALTOR®, residential sales management, sales training and professional development. Lori has served on the Education, the Professional Development and the Professional Standards Committees for the Illinois Association of REALTORS®. Currently, she serves on the task force for Illinois License Law Rewrite and the Professional Development Member Involvement Group. Lori has a Masters Degree in Counseling Psychology as well as extensive training as a Business and Life Coach and is a trained mediator for NAR. In 1999, Lori established a real estate education and coaching company. Lori teaches continuing education programs as well as Accredited Buyer Representative Designation (ABR) Programs, Senior Real Estate Specialist Designation (SRES), Green Designation, the WCR Performance Management Courses (PMN), Illinois GRI and various individual and group coaching programs for real estate professionals. Lori is the co-author of the REBAC Short Sales and Foreclosure Program and Real Estate Checklists & Systems® and companion programs.

KIM CRUMLEY, CRB, CSP, GRI

received her real estate license in 1993 and she her associate broker license in 1996. Kim is a member of GREEA (Georgia Real Estate Educators Association). Kim has held every office on the executive board of the Hall County Board of REALTORS® from Secretary to President. She was managing broker and a new agent trainer from 2001-2009. While there, she was responsible for the day to day operation of two residential real estate offices as well as ongoing training of new and experienced agents. Kim has taught New Member Orientation for the Hall County Board of REALTORS® for many years. She received her Instructors License in December 2009.

RANDY CROSS

is a graduate of Boston University with a B.S. in education and a Masters in social policy administration and staff development from Temple University. Randy started his career as a youth director with the YMCA and progressed to a senior level management official for HUD. During his career, Randy first served as a Fair Housing Investigator and then the Branch Chief of Enforcement in 14 states, overall. He recently retired from HUD with 31 years of service. Randy is known nationally for his innovative and objective approach to providing executive level, insightful training in FHAct compliance requirements. In 2005, Randy was appointed to serve as a faculty member of the HUD National Training Academy.

RUTH DEMETER, BA

is a Distinguished Toastmaster and Master Practitioner of Neuro Linguistic Programming (NLP). In Canada she taught communication skills to individuals and groups for over 15 years. Her background includes retail management, record-setting sales work, professional fund-raising, and volunteer management. Her company, Ruthink! Creative Communications provides training for verbal and written communication. As a Master Practitioner of NLP, she is able to help others maximize their potential in any area of their life, professional or personal.

DON DEROSA

is a real estate investor, author, teacher, coach and national speaker. Don is also president of the Georgia Real Estate Investors Association. Don has bought and sold well over 200 properties in the last few years. Using techniques that helped him build his fortune, Don has trained thousands of new and experienced investors to build wealth in real estate. Don was honored as one of the top 21 real estate investors in the U.S. and Canada and featured in the New York Times best-selling book The Millionaire Real Estate Investor.

BECKY DONNER, ABR, ASR, CRS, GRI, SRES

is a partner and manager of EXIT Complete Realty in Augusta, GA. Becky was the 2004 President of the Greater Augusta Association of REALTORS®; she is a past Governor for the GRI program, and she was the local 2001 REALTOR® of the Year. Becky has served as President of the local chapter of the Women's Council of REALTORS®, as well as the Georgia-Lina Chapter of Certified Residential Specialists. Becky's dedication to our industry continues to show through her work on a state level through the Georgia Association of REALTORS®, serving on the Forms Committee, the Course and Instructor Development Committee and the Professional Development Committee. Becky loves traveling around the state and having the opportunity to network with so many of her co-REALTORS®, while offering continuing education courses to help advance their careers.

SUSAN LEIGH DOWDY, MBA, LEED ACCREDITED PROFESSIONAL

is Vice President of Hoffmann & Associates, a sustainability consulting firm. Previously, she served as marketing director for five years with a Fortune 500 International Financial Services Company and as manager of legal and regulatory services at the same company. While serving in this role, Susan achieved the prestigious Insurance Marketplace Standards Association (IMSA) Certification for the company. Susan has also served as a licensed paralegal in a law firm that focused on commercial and residential real estate transactions. Susan is a LEED AP which distinguishes recognized professional excellence, depth of knowledge and understanding in the "Green Built Environment." She is also an approved educational provider with the United States Green Building Council (USGBC) and an MTS certified instructor of LCA Sustainable Products Training and SMART (a multi-faceted sustainable products standard).

RICHARD (RICK) DUDA, e-PRO,

is the CEO, President, and founder of the Atlanta Home Staging Pros – Homes Designed To Sell. Rick offers over 8 years of home staging, interior redesign, and real estate marketing experience. With over 100 REALTORS® as past clients, Rick understands how to create cost-effective, yet spectacular solutions for each challenge with which he is presented. After earning his BBA and a double major in marketing and real estate from the University of Texas at Arlington (UTA), Rick went on to pursue a career in real estate based franchise development and real estate related banking services. Rick also holds a MBA from Kennesaw State University with a concentration in finance. Rick is a REALTOR® working with a select group of investors, and home buyers and sellers in the north Atlanta metro area.

GREG DUNN, ABR, GRI,

received a Georgia real estate license in 1972 and is currently licensed as a broker and approved instructor. He is a graduate of Columbus State University with a major in both Real Estate and Accounting. He is chair of the Georgia Real Estate Commission's Education Advisory Committee. He is active in his local Board, in the State Association, and in the Real Estate Educators Association. In 1989, the Columbus Board of REALTORS® recognized him as REALTOR® of the Year. He was recognized as Educator of the Year in 1999 by the Georgia Real Estate Educators Association and in 2001 by GAR.

GEORGE ECHOLS

has been in the mortgage profession since 1997. Currently, he is a Senior Certified Mortgage Loan Originator with Southeast Mortgage. His diverse business experience spans out over three decades in a multitude of industries including motion pictures, advertising and consumer finance. George has earned eight awards for Excellence in Client Satisfaction. George's knowledge base stems from many accomplished years in residential finance. During his career in the mortgage industry, George has held multiple positions which include; originator, branch manager, regional branch manager, national sales manager and broker. He has excelled in both the broker and direct lending arenas. In addition, George is a certified professional instructor. He has taught compliance, mortgage product knowledge and operation systems. His career production is in excess of \$400 million in home mortgages.

DONALD FAIRNOT

is the Branch Chief of the Program Support Division, branch-II, for the Education and Outreach function of that division. Donald came to the department of HUD in June of 2000. Prior to HUD, Donald spent four years at the RTC, (Resolution Trust Corporation) as an Asset Marketing Specialist. At the RTC Donald was responsible for the management of every phase of the sale process for apartment complex's, retail shopping centers, development tracks of land and high-rise condominiums among other savings and loan assets. Donald has operated an Appraisal & Real Estate firm in the metro Atlanta area where he sold, managed and appraised residential & commercial properties. He has also managed physical resources and as many as forty employees in previous management positions. Donald has been a real estate agent for over 20 years and a certified appraiser for over 15 years. Donald holds a Master of Science degree in Human Resource Management and is currently a candidate for the Certified General Appraisers exam.

JOY FITZPATRICK

is the Training Director for First American Title Company. A highly qualified educator, title insurance professional, real estate broker and consultant on 1031 tax exchanges, Joy teaches pre-license, post-license and continuing education courses.

WADE GADDY

is a certified appraiser and the founder of the Atlanta Institute of Real Estate. He has been associated with real estate education since 1972. He is the author of several real estate texts and has served on the continuing education faculties of four Georgia universities. Wade was selected as the 2004 Instructor of the Year by the GAR Partners in Education program. He is also on the faculty of the South Carolina Graduate REALTOR® Institute (GRI). His textbook, *Real Estate Fundamentals*, is utilized by real estate schools throughout the country. Wade was recently designated a Certified Instructor of the Uniform Standards Of Professional Appraisal Practice (USPAP). This prestigious designation is issued by the Appraiser Qualifications Board of the Appraisal Foundation in Washington, DC.

RONALD GILL

served in the United States Navy as a plane captain. After his years of service, he began working for AT&T Communications as a Communications Technician. He later became an Inventory Planning Manager – maintaining, inspecting and accepting electronic equipment. While there, Ron developed methods and procedures for AT&T as well as courses on these issues. In 2000, Ron began building his Pillar to Post of Northeast Georgia business. He received intensive training in code adherence, design, installation and maintenance of residential and commercial structures as well as mold, radon and environmental testing. He also volunteered with ESL (English for Superior Living), teaching English to non-English speaking students.

TOM GILLET

has been a mainstay in Georgia real estate and appraisal education for over 20 years. After serving his country in the United States Navy as a helicopter crewman, Tom was discharged from the service in 1974 and began a real estate career that now spans four decades. Having worked as a salesperson, broker and appraiser, Tom now focuses his efforts in education. Currently, Tom has authored for companies such as Prentice-Hall, Applied Measurement Professionals, The Psychology Corporation, Thomson-CompuTaught, Dearborn Publishing and the Georgia Real Estate Commission. Tom also authored the real estate career manual *Breakaway to Success*. His achievements were recognized by GAR as he was named the 2003 Instructor of the Year. In 2006, Tom was honored to receive the Distinguished Career award from the Georgia Real Estate Educators Association.

PAMELA GOLDSTEIN, CMKBD, CAPS ALLIED ASID,

has over 16 years of experience in interior design. She is one of seven Certified Master Kitchen and Bath Designers (CMKBD) in Greater Atlanta and one of 150 in the United States and Canada as designated by the National Kitchen & Bath Association (NKBA). She has won more than a dozen awards, made guest appearances on numerous television programs and contributed to various interior design magazines. Pam has served as president of the NKBS, Georgia/Tennessee chapter and is a member the American Society of Interior Designers (ASID), Universal Design Alliance, U.S. Green Building Council (USGBC), National Association of the Remolding Industry (NARI) and the Greater Atlanta Home Builders Association.

RICHARD THOMAS GUERRA

has been a licensed real estate broker and builder since 1977 and a mortgage broker since 1995. He has owned and operated real estate and residential building companies and was a loan originator for Flagstar Bank. Employed by the U.S. Department of Housing and Urban Development from 1972 thru 1987, he held various positions, including Certified HUD/FHA Appraiser, Supervisory Realty Specialist (where he supervised the Detroit HUD Area office Property Disposition program), HUD Block Grant Specialist, and was a member of the Urban Development Action Grant Team. In 1987 Richard became the City of Pontiac Michigan Community Development Director where he supervised all phases of the City of Pontiac Planning, Engineering, Building and Safety, Housing and HUD/FHA Block Grant Divisions. Richard is currently with HUD as a Single Family Program Specialist in the Atlanta Homeownership Center.

KATHY GYSELINCK

is the Vice President and Director of Sales with Southeast Mortgage of Georgia, Inc., a regional Fannie Mae/Freddie Mac and FHA/VA lender. Kathy has been in the retail banking and mortgage banking industry since 1984. After graduating from the University of Georgia with a Bachelor of Business Administration degree, she began her retail banking and mortgage-banking career.

EDITH (EDIE) F. HANEY

was admitted to the Georgia bar in 1993 after graduating from the State University of West Georgia and Mercer University Walter F. George School of Law (JD, cum laude, 1993). Edie was a member of the Mercer Law Review and Honor Court Chief Justice. She was a recipient of the Faculty Award for Outstanding Achievement in Legal Writing and American Jurisprudence Awards in Commercial Transactions, Business Associations and Professional Responsibility. Since joining Tisinger, Vance, P.C. in 1993, Edie has developed her practice in Taxation, Estate Planning/Administration and Probate. In addition, she has gained expertise in general business law including contract negotiation and preparation, business entity selection and formation and business planning for Corporations, Limited Liability Companies, and Partnerships. She also practices in the area of Real Estate Transactions, including residential and commercial closings, zoning and land use planning and related issues. She is a member of Georgia Real Estate Closing Attorneys Association (GRECAA), the Carrollton Bar, the Coweta Circuit Bar, the State Bar of Georgia, and the Real Property and Fiduciary Law sections of the Georgia State Bar.

RICH HART, ABR, GRI, CIPS, e-PRO, QSC,

has been an entrepreneur for more than 20 years, owner of three businesses and is a prominent REALTOR®. With degrees in Business Management and Marketing, he has established a strong reputation as a coach and consultant in the real estate, business development, marketing, and business technology arenas. He works to establish and develop practices that guide both personal and business decisions to greater levels of success. He believes that today's ever increasing and rapidly changing real estate business environment has put new demands on the entrepreneurial REALTOR®.

HOWELL HAUNSON

has been involved professionally in real estate since becoming a licensed salesperson at the age of 18. He obtained his brokers license and was a practicing attorney focusing on real estate issues by the age of 26. Howell received both a Juris Doctorate and a Masters of Law Degree from Atlanta Law School, where he graduated Valedictorian of his class. An attorney with Morris, Hardwick, Schneider since 1986. He is a partner of the firm, the Director of Education and serves as Executive Vice President of Landcastle Title. Howell has had several articles published in The Atlanta Business Chronicle, The National Mortgage Professional Magazine, The Georgia Mortgage Press, REALTOR® Magazine, The Barrow News and DS News. In addition, he is an Adjunct Professor of Law at John Marshall Law School in Atlanta (teaching Real Estate Finance), an instructor for GRI, has been a featured presenter on NAR Podcasts and was recognized as Instructor of the Year for both the Metro South Association of REALTORS® in 2007 and the Georgia Association of REALTORS® in 2008 and 2009, and the Educator of the Year for the Georgia Real Estate Educators Association in 2009.

VONDA HENRY

is graduate of State University of New York (SUNY) at Binghamton, School of Management (SOM). SOM is ranked among the elite business programs in the nation. Vonda has a Master degree in Accounting. After graduating Vonda was recruited by M.R. Weiser in New York City, among her clients were Christian Dior and Smith & Wesson. She left New York for Maryland where she changed her career focus to financial analysis. In 2003, she became a loan officer.

JENNIFER HESS

has been involved professionally in real estate since becoming a licensed salesperson at the age of 18. He obtained his brokers license and was a practicing attorney focusing on real estate issues by the age of 26. Howell received both a Juris Doctorate and a Masters of Law Degree from Atlanta Law School, where he graduated Valedictorian of his class. An attorney with Morris, Hardwick, Schneider since 1986. He is a partner of the firm, the Director of Education and serves as Executive Vice President of Landcastle Title. Howell has had several articles published in The Atlanta Business Chronicle, The National Mortgage Professional Magazine, The Georgia Mortgage Press, REALTOR® Magazine, The Barrow News and DS News. In addition, he is an Adjunct Professor of Law at John Marshall Law School in Atlanta (teaching Real Estate Finance), an instructor for GRI, has been a featured presenter on NAR Podcasts and was recognized as Instructor of the Year for both the Metro South Association of REALTORS® in 2007 and the Georgia Association of REALTORS® in 2008 and 2009, and the Educator of the Year for the Georgia Real Estate Educators Association in 2009.

STEVE HOFFMANN, LEED ACCREDITED PROFESSIONAL

is President of Hoffmann & Associates and has over ten years experience in the sustainability arena. Past roles include manager of sustainable initiatives for one of the world's largest privately-held companies and extensive involvement with environmental and business organizations including the United States Green Building Council (USGBC). Steve's technical articles and columns on sustainability appear in business, environmental and design publications. Steve is a licensed REALTOR® and LEED AP which distinguishes recognized professional excellence, depth of knowledge and understanding in the "Green Built Environment." Steve is an approved educational provider with the USGBC and an MTS certified instructor of LCA Sustainable Products Training and SMART (a multi-faceted sustainable products standard).

SUZIE HUDSON

is retired from a career teaching in Georgia high schools. She has a BA in Biology from Wake Forest University, a Masters in Education from Georgia State University, and a Educational Specialist degree from Piedmont College. While a teacher, she earned the prestigious National Certification and published articles on educational techniques. She earned a real estate license in 2003, making real estate her second career. Inspired by staging programs on television, she attended staging certification classes in 2007 led by Jackie Riggins, founder of Professional Staging Consultants. She subsequently founded Lake Country Home Stagers with two partners, and has been staging for the past several years as a professional stager, and as a REALTOR® for her own listings.

MARK HUNTER

serves as Vice President, Technical and Quality Assurance Director for Allgood Pest Solutions. His 28-year experience comes directly from the "front line" of the pest control industry. Whether crawling under a house or giving classroom instruction, Mark is in his element. Besides being a GA Department of Agriculture approved speaker, he is also a GA DNR approved Nuisance Wildlife Control Licensee. As a Past President of the Georgia Pest Control Association, Mark dedicates many hours of classroom instruction to GPCA industry members throughout Georgia. His licensing also includes food safety in manufacturing, warehousing, distribution and preparation practices. A second generation pest professional, Mark holds licenses in household pest control, wood destroying organisms and public health in both Georgia and South Carolina.

JULIETA ISSA, CIPS, CRS, RRC,

was born and raised in Bulgaria. Following graduation from The Librarian College in Sofia, and after attending the Institute of International Tourism together with her husband, they both began careers in the hospitality industry. Julieta worked as a hotel management executive at Hotel Intercontinental Jordan, Forte Grand Amman, and the Regency Palace for 10 years in Amman, Jordan. In 1994, she relocated to the USA. Her international experience and knowledge in the hospitality industry has contributed to her varied real estate background. Originally licensed in California, she now practices both residential and commercial real estate in Atlanta, Georgia. She is an associate broker and holds an active Registered Real Property Appraiser's license. She has successfully closed many transactions involving clients from all parts of the world. She specializes in bank foreclosures, new construction, resale, relocation, land, resort properties, hotels, restaurants, and shopping centers. She speaks English, Bulgarian, Arabic, Russian, Serbian and some Greek.

JOY JAMES

has been in the Financial industry for over 12 years. She graduated from Georgia Southern University in 1991 with a BBA degree in Marketing. She started her banking career with nBank as a Banking Center Manager, then transitioned into the mortgage industry in 2001. She has been with Guaranty Mortgage Services since 2003 as a Mortgage Loan Originator. Joy was a recipient of the Mortgage Banker's Association of Georgia Gold Award for Outstanding Production in 2006 and 2007. She also achieved her sales volume goals from her local branch in Buford, GA and was recognized for this achievement in 2006, 2007, 2008, and 2009. Joy is involved in many professional organizations; she has been a member of the Greater Atlanta Home Builders Association and the Sales & Marketing Council of the HBA since 2004. She is currently an affiliate member of the Northeast Atlanta Metro Association of Realtors, Pickens County Board of Realtors, and the Hall County Board of Realtors. She is a 2005 graduate of the Leadership of Forsyth which is a leadership and community focused program. Joy is also involved in several networking groups, including the Cumming Chapter of WOAMTEC, a women's networking group that selects leaders from the community as well. Joy has recently been certified for both her State and Federal mortgage licenses.

PATRICIA JOHNSON, ABR, AIS, CRB, DREI, GRI, SRES,

is a licensed Broker and instructor and holds Bachelor's degree from Wheaton College, IL and Master's degree from Georgia State University. Her academic skills, plus over 30 years working in the trenches with successful agents and brokers provide engaging learning experiences for real estate professionals. Pat consults with and teaches for Real Estate Commissions, state and local REALTOR® associations, publishers, proprietary schools and brokerage firms. She has served on REALTOR® state and local committees, as a GRI Governor, on the GREC Education Advisory Committee and on the Board of the Georgia Real Estate Educators' Association, which honored her with their 2007 Distinguished Career Award.

CHUCK JONAITIS, ABR, GREEN, GRI, SFR, SRES

born in Chicago, spent most of his life growing up in Minnesota. He moved to Georgia in 1989. In 1995 he obtained his real estate license and in 1998 obtained his associate brokers license. He has served his local board in every position, and was named the REALTOR® of the Year for the 400 North Board in 2004 and 2008. He has chaired the Professional Standards and State and Local Government Affairs Committees at the state level, and has served on numerous other committees, including 6 years as a GRI Governor and 2 years as a Regional Director. Chuck is a prelicense instructor with Georgia MLS and teaches CE courses for the Georgia Association of REALTORS®.

STACI JUHAN

was licensed in 1994. While continuing her education at the University of Georgia, she worked as a licensed assistant and new homes agent. She completed her bachelor's of business administration degree majoring in real estate in 1998. After graduation, Staci went to work at SunTrust as a mortgage originator until 2000. Then, she became a buyer's agent and a builder's specialist – achieving top-producing agent, and has also trained new agents. She is licensed to teach Georgia's salesperson pre-license course.

LESLIE KANE

has worked in the real estate and relocation industry since 1985. For the last five years she has served as the State Manager for the Nehemiah Program, a national down-payment-assistance organization that has helped over 200,000 families achieve their dream of home ownership. Prior to her most recent projects, she was the Industry Relations Director for Virtual Relocation.Com (moving.com). Leslie was Vice President of Membership for 13 years and was responsible for managing new member recruiting for the network as well as a variety of membership programs. She is an active member of the Sales and Marketing Council for the Atlanta Homebuilders Association, Employee Relocation Council and National Association of Professional Mortgage Women.

JOE KENNEDY, ASR, ABR, C-CREC, CBR,

is a former Regional Vice President for the National Real Estate Educators Association and a former President of the Georgia Real Estate Educators Association. He is a distinguished member of the 1998 Million Dollar Club with the Atlanta Commercial Board of REALTORS®. Joe is a former commercial and residential appraiser. He is an active real estate broker/member of the Atlanta Commercial Board of REALTORS®. He was named Educator of the Year in 1997 by the Georgia Real Estate Educators Association. He is now senior instructor for the Georgia Real Estate Educators Association and teaches Instructor Training Workshops for new instructors.

KENDEL KING

has been with U.S. Department of Housing and Urban Development (HUD) for over 20 years. He is currently the Branch Chief and Program Advisor for Realty Assurance Division. Prior to that, he was the Director of the Single Family Housing, Real Estate Owned, Processing & Underwriting, and Appraisal Tech Branch and he was the Branch Chief of the Multifamily Division. Before working at HUD, Kendel was an Assistant Vice President of Detroit Mortgage and Realty and a loan officer for Manufacture Bank.

LOU KING

has been in the real estate business for almost 30 years, working first for a builder-developer, then as a general brokerage agent, and for 9 years as managing broker for a 60-agent office in Alexandria, Virginia. She brings this wealth of real-life experience into her writing and teaching on the subjects of finance, agency, fair housing, ethics, legislative and legal issues and homeownership counseling. Lou has been a Mortgage Loan Professional for 25 years, starting in 1985 with Sun America Mortgage (now Suntrust), in which she was with for 19 years. She has been with Guaranty Mortgage Services for the last 5 years and has developed life long relationships with many Real Estate Professionals in the North Georgia area. With Lou's lifetime experience in the mortgage industry she has "seen and done it all"! Her patience with the first-time homebuyer has enriched many happy homeowners' lives that become lifetime clients. She stays on top of all the "new" guidelines to make sure everyone is happy throughout the mortgage process. Lou has gone through extensive training and is now certified for her State and Federal Mortgage license.

SUSAN KORNEGAY, ABR, ABRM, CRB, CRP, CRS, GRI

brings a wealth of knowledge and experience to her classes. She has co-owned several real estate companies. She is currently licensed as an associate broker in the State of Georgia and is Sales Manager for Mopper-Stapen REALTORS®. Having been a highly successful real estate agent early in her career, she decided to utilize her education degree from Auburn University and apply it to teaching others in real estate. She is a licensed instructor with the Georgia Real Estate Commission for both pre-license and post-license coursework. Susan also instructs nationally for the Real Estate Buyer's Agency Council (ABR designation courses) and for WCR's PMN designation. She has always been active in her local boards, having served as President of the Dublin Board of REALTORS®. She has served as Director of the Savannah Board of REALTORS® and Treasurer of the Savannah Multi-List Corporation. In 2009, Susan became a charter member of the Savannah Board of REALTORS® Hall of Fame for her 20 plus years of professional service to local, state, and national Boards of REALTORS®.

ROBERT C. LANDRETH

has been a resident of North Georgia since 1978. He has been a mortgage consultant for over 6 years. Prior to that, he spent 20 years in various financial positions in the telecommunications and pharmaceutical industries. He is a graduate of North Georgia College and State University with a Bachelor of Business Administration in Finance. He is an active member with the Cumming/Forsyth County Chamber of Commerce and serves on the board of ABBA House. He is also sits on the Strategic Planning Committee for Leadership Forsyth. In 2007 Robert published his first book, *Secrets of How to Own the Home of Your Dreams with Little or No Money Down, Regardless of Credit*. Robert conducts seminars to educate the public on topics such as how to increase credit scores and the steps necessary for buying the home of one's dream.

BOB LEMOINE

is the owner and operator of The Residential Inspector of America (RIA), a family-owned and operated business serving the metro Atlanta/North Georgia area. He founded the company in 1989, and it has since grown into one of the largest multi-inspector firms in the area. Bob began his career in the construction industry in 1979 as a residential homebuilder. Bob became a home inspector in 1989 and is an ASHI (American Society of Home Inspectors), ICC (International Code Council) and EDI (Exterior Design Institute) certified home inspector. He operates his inspection company to the highest industry standards and only hires ASHI and ICC certified home inspectors. Bob has personally trained each inspector and requires them to take continuing education courses to stay knowledgeable about the inspection/construction industry.

DANA LERNER, PH.D.,

helps agents with business planning, business tracking, lead generation, lead conversion, business growth and profitability. Dana is a lifetime member in Cobb Association of REALTORS® Million Dollar Club (since 1998). She has had her real estate license since 1995 and her broker's license since 2004. Dana has a B.A. in Psychology from the University of North Carolina at Chapel Hill, an M.S. in Sport Psychology from the University of North Texas and a Ph.D. in Sport Psychology (Performance Enhancement) from the University of Virginia.

KAREN LOFTUS, GRI, SRS,

earned a BS in secondary education from Mansfield University. Prior to relocating to Georgia, Karen was a probation officer. After moving South, she obtained her real estate license in 1985 and earned her associate broker's license in 1994. Karen is a Certified Residential Appraiser. Karen is a licensed instructor for the Georgia Real Estate Commission and teaches sales and broker pre-license classes as well as pre-license appraisal. In 2006, she became a certified USPAP instructor, a designation which is currently held by only 22 instructors in the state of Georgia. As a member of the Georgia Real Estate Educators Association, Karen received the 2005 Rising Star Award and is president of GREEA. She has also served as a director for both her local board and GAR since 1991. Karen has chaired and served on many GAR committees including the GRI Board of Governors and was the GRI Dean in 2007. She was selected as the Gwinnett County REALTOR® of the Year in 1995 and was the NAMAR candidate for GAR REALTOR® of the Year in 1995 and 2005. Karen received the GAR President's Award in 2005. She is a graduate of the 2008 GAR Leadership Academy. Karen currently serves as GAR's Regional Director for Region 2.

CAPTAIN KEN MALCOM, BS,

is more than a 20-year veteran of police work and the founder of Personal Security Consultants. He graduated from Troy University with a Bachelor of Science in Criminal Justice. He is also a graduate of the FBI National Academy and Clayton Regional Police Academy. Ken was awarded the 2003 National D.A.R.E. Officer of the Year. He teaches safety and drug prevention courses statewide including continuing education and convention courses for GAR. He was selected as the 2006 and 2007 Instructor of the Year by the GAR Partners in Education program. Ken also serves as a guest instructor for the National Real Estate Conventions for Better Homes and Gardens.

JOHN MANGHAM, CPA,

is the Southeast Regional Manager of Starker Services, Inc., which is the oldest and largest independent qualified intermediary company with offices nationwide. John has supported exchange clients and has facilitated 1031 transactions since 1987. Through in-house presentations, workshops, and courses, John and Starker Services support real estate professionals in their efforts to increase business. Together, they have completed thousands of successful exchanges in all 50 states. John is a member of the GRI faculty.

ANN MASSEY,

REALTOR® representative, has been with Atlanta Gas Light/AGL Resources Inc. for nearly 20 years. AGL Resources is an energy services holding company with natural gas utility subsidiaries in six states. From 1995 to 2001, Ann worked with residential home builders and developers. She was a consumer information specialist from 1987 to 1995. Ann was recognized in 2006 by AGL Resources as a recipient of the “Flame Keeper” award for exceptional job performance. Ann is an active member of the Atlanta Board of REALTORS® and has served on the ABR auction committee. She is also a past board member of the Greater Atlanta HBA Sales and Marketing Council.

JUANITA MCDOWELL

has a master’s degree from Georgia Institute of Technology and is a former weekly contributor to the radio show “Real Estate for Real Life” on WCLK, 91.9 FM. As a XINNIX Certified Loan Consultant, Juanita regularly teaches classes on mortgages, technology, and consumer credit to real estate offices and professional organizations in Georgia.

CAROL MCGINNIS-YEJE, CNE, GRI

was licensed in Georgia in 1981. She acquired her real estate broker’s license in the mid-80’s. Her experience varies from condo-conversions and multi-million-dollar apartment buildings to on-site sales. Carol has managed real estate offices and now focuses on her training talents. She is an approved GREC pre-license instructor, GAR instructor, and Certified Negotiations Expert Instructor. Carol has written and taught many CE courses for in-class and for online schools and recently was a convention presenter at REEA (the national Real Estate Educators Association). As a Certified TV Producer, hosting her own TV show on a local cable channel in the early 90’s, and as an internationally-known singer/songwriter, Carol incorporates entertainment in all of her seminars and has been ‘tagged’ a “memory in motion.” Carol’s philosophy is: “We all learn better when we enjoy the experience.”

ANGELA MCKINNEY

obtained her real estate license in 1993 and her broker’s license in 1997. She opened her own real estate company in 1997. She sold that company in 2001 and is now serving as the broker of Century 21 Burdette Realty. She has served as president for two terms at the I-85 North Board and on the board of directors for the Athens Area Association MLS.

BETH MCLENDON, MA,

is the founder of Communication Keys. She has an Associate degree in Sociology, a Bachelor’s degree in Education and a MAR in Theology with a concentration in Counseling. She is currently pursuing her PhD in counseling. She first worked for Personality Insights to train businesses, governmental agencies, organizations, schools and families to enhance their success and their enjoyment in life through gaining communication skills. While there, Beth was the Senior Editor and Director of Communications. Through Personality Insights Institute, Beth became a certified Human Behavior Specialist. Today, she still works in association with Personality Insights.

CAROL MOSON, CRS, ASR, e-PRO,

is an associate broker with RE/MAX Greater Atlanta. She is a graduate from State University of NY at Albany. She began a real estate career in 1981 as a part-time agent after teaching high school biology for 17 years. Carol slowly built up her business and was putting in full-time hours in essentially two full-time jobs. After 8 years of doing this, she had an opportunity to manage the office so she left teaching and went into real estate as a full-time career. She moved to Georgia in 1995 and had to virtually start from scratch to gradually build a successful business.

MIKE NELSON, GRI, RMP, MPM,

was licensed as a real estate salesperson in 1977. He graduated from the University of Georgia in 1981 with a BBA in Real Estate and Urban Development and became licensed as a real estate broker that summer. After a few years in the Century 21 organization, he opened his own company. He has owned, managed, and brokered rental property since 1980 and is very familiar with the needs and concerns of landlords. Mike is a member of the National Association of Residential Property Managers from which he has received the designation of Residential Management Professional (RMP) and Master Property Manager (MPM). Mike is the managing broker of Excalibur Home Management, LLC, which represents over 1,100 rental homes in the Metro Atlanta area, and Excalibur Realty, LLC, which offers full service brokerage service for 1-4 family properties.

RHONDA NESMITH

began her career in 1981 as a secretary in a small real estate firm in South Georgia. As a result, Rhonda learned the business from the “ground” up. Licensed in 1985, many hats have been worn to include property management, residential sales, commercial sales, new construction, buyer agency, office management, and more recently REO which, amazingly enough, encompasses them all. Considering it an honor to make a living in the real estate industry, her firm belief in “giving back” has led her to serve in most every local board position from Waycross to Atlanta. There have been numerous appointments on the state level as well, and she is currently serving as Associate Dean of GAR’s distinguished GRI program.

BRANDON NICHOLS, ABR, AHWD, ASQ, CQE, CREP, e-PRO, GRI

Brandon’s education includes a Bachelor of Science, Industrial Engineering Technology degree from Southern Polytechnic State University (formerly Southern College of Technology) located in Marietta, Georgia. Brandon also holds a Master’s Certificate in Project Management from the Steven’s Institute of Technology and AT&T School of Business and Technology. Brandon is the President of NOVED BROKERS, Inc., a full service real estate firm established to serve Atlanta Metropolitan and Northwest Georgia communities. Brandon is licensed in Georgia as a pre-license instructor, State Registered Appraiser and Insurance Agent. Furthermore, he is licensed in Florida as a real estate broker and pre-license instructor. Brandon serves as a Board of Director member for the Cobb & Georgia Association of REALTORS®. He is a member of the Georgia Real Estate Educators Association, and participates on several local and state committees.

STEPHANIE NIELSEN, BRM, ABRM, CCDS, CSP, CRS E-CERTIFIED,

is a full-time REALTOR® practicing in Cherokee County. She has been active in three different markets within Georgia and offers a twist to the basic techniques generally known. Throughout her successful career, Stephanie has earned many professional designations. She is active in her local association, serving as President in 2005, and is also active in GAR.

SAM NOEL

Since 2000, Sam Noel has been the Business Development Coordinator with the Georgia Department of Community Affairs (DCA). He assists in managing the marketing and program development for the Georgia Dream Homeownership Program. Sam plans and directs implementation of the business development activities that inform lenders, real estate professionals, builders, community leaders, local government, and others about DCA’s homeownership programs. He is responsible for Metro Atlanta, Macon and Columbus areas. Prior to DCA, Sam was a Sales Branch Manager for First Union (now Wachovia). Sam has over 13 years of experience in housing and banking industries. Sam is a graduate of Temple University with a bachelor degree in Marketing and Management.

STEPHANIE NUESSE

has been in the mortgage lending community since 1985 in Atlanta and is a Certified Mortgage Broker. She is currently the Branch Manager for Wells Fargo Home Mortgage, in their Buckhead Branch. Stephanie was the founder and former president of Buckhead Mortgage Company. After Buckhead Mortgage Company merged with CTX Mortgage Co., a subsidiary of Centex Homes, she remained with CTX until joining Wells Fargo Home Mortgage. In addition, Stephanie is a former president of the Mortgage Brokers Association of Georgia.

JOHN O’NEILL

prior to joining the ranks of the REALTOR® community, had a distinguished career in broadcasting, having served as television news anchorman, weather forecaster, News Director for Savannah’s NBC television affiliate, and as host of numerous radio shows from the 1960s through the mid-1980s. John serves on the Board of Directors of GAR, is chair of the Course & Instructor Development committee, teaches through GAR’s Partners in Education Program, and has chaired the Education Committee for the Savannah Board of REALTORS® where he is also a director. He and his wife, Judy, owned Tybee Island Realty for more than 16 years. John has sold everything from advertising to used cars.

JUDGE D. PARKER

earned his real estate license in 1998 and broker license in 2001. While actively selling real estate, Judge achieved annual sales high enough to place him in the Multi-Million Dollar Club. Judge has handled real estate transactions in numerous areas, including first-time buyers, investment properties, foreclosures, residential resales, luxury homes and commercial resales. As a managing broker, Judge is responsible for the day-to-day operations of the office, managing and expanding his team of sales associates and ongoing training. Actively involved in his profession, his volunteer activities have included serving on many committees at the local and state level of the REALTORS® association. In addition, Judge is a GAR Leadership Academy graduate. Judge's professional memberships include the Georgia Real Estate Education Association.

BARBARA PEPPLE, ABR, GRI,

graduated from Auburn University in 1985 with a degree in finance. Barbara began a career in the accounting and finance field working for several leading companies in the West Georgia area. In 1998, she obtained her real estate salesperson license and then became an associate broker in 2001. She became a Partners in Education instructor with the Georgia Association of REALTORS® in 2006. Barbara is a member of the West Metro Board of REALTORS®. She has served as vice president, treasurer, local director, state director and has chaired numerous committees at the local level. In 2004, she was recognized for her active participation in the local and state REALTOR® associations by receiving the West Metro Board's REALTOR® of the Year award.

CONNIE PERTEET

began her career in banking, but has been employed with the federal government for 26 years, first with the National Park Service for 8 years and now with HUD for 18 years. She has been working in the Single Family Homeownership Center, Program Support Division, since its creation in 1997. Prior to 1997, she worked in HUD Multifamily Housing for 2 years and the HUD Regional Office of Housing for 6 years. She has worked with various Single Family programs, but has been a Non-Profit and Housing Counseling Specialist over the last 8 years while working in the Program Support Division. Her expertise also has expanded as the Single Family "Special Property Inspections" coordinator, an ongoing monthly activity of the Atlanta HOC. In April, 2006, the Georgia State Office, of the Program Support Division was formed and Conni is now part of that office. While continuing to work with Housing Counseling agencies and non-profit organizations, she is also participating in the marketing and outreach of the new FHA as part of the new Georgia State office.

TAMMY PALMER POLK, ABR, GRI,

has been in real estate for over 10 years and has been teaching for most of those years. She is a member of the Middle Georgia Association of REALTORS® where she has served on the RPAC and Education committees. She has also served on the Education Tammy has been a member of her REALTOR® company's Advisory Board and a mentor for new agents. In addition to teaching continuing education courses, Tammy also teaches pre-license.

ALAN POTTS

has been working in the financial services industry since 1983. He received a Bachelors degree in Risk Management from Florida State University and a Chartered Financial Consultant degree and Chartered Life Underwriter degree from The American College in Bryn Mawr, Pennsylvania. Alan has taught Continuing Education classes on the junior college level. In addition, he has written many articles for newspapers and real estate magazines. Over the last four years, Alan has been working with and teaching many real estate companies about using IRAs to purchase real estate. His marketing efforts have expanded across Florida, Georgia, Alabama, Mississippi and Texas.

LEN POWELL, ABR, CRS, GRI

is an Associate Broker with First Thomasville Realty, Ltd. He is a native of Thomasville and served ten years on the Thomasville City Council, four of which were served as Mayor of Thomasville. He has served as President of the Thomasville Area Board, as chair of the MLS committee and was selected REALTOR® of the Year in 2001. He has also served as GAR Region 7 Director and on GAR committees, including serving as a GRI Governor and as the 2006 Dean of GRI. He also sells novelty cans of "road-kill possum" on the side.

JERRY PRESCOTT

began his real estate career in 1981 specializing in the selling of income properties, leasing and property management and was eventually promoted to sales manager. Jerry has also been involved with developments such as shopping centers, apartment complexes and freestanding retail sites. Jerry then formed his own company which is strictly a commercial brokerage operation dealing in sales, leasing and property management and his ventures company is a "catch all" firm that deals in real estate consulting, development and many other facets of business. Since 1993, Jerry has taught pre-license, post-license and CE courses for many institutions. His approach to instruction is lively and entertaining and he strives to make the material "come alive." Jerry is a graduate of Butler University in Indianapolis, Indiana with a degree in Business Administration and has taken various postgraduate courses and seminars. He was elected to the Coldwell Banker Hall of Fame and has been awarded the Atlanta Board of REALTORS® Phoenix Award.

VICKIE ROGERS, ABR, CRS, GREEN, GRI

has been licensed since 1993. She holds a Broker's license in Mississippi, Georgia and Florida and is the owner of a Georgia real estate firm. She is a member of the National Association of REALTORS®, Georgia Association of REALTORS®, and the Fayette County Board of REALTORS®. She is very involved with the GREEN movement. Vickie is also an instructor for both the Mississippi and Florida REALTOR® Institutes.

DERRICK SHEILDS

has been a recognized name in the real estate industry in the Chattahoochee Valley area for over a decade. As one of the top salespersons, he has received numerous awards and recognition for his skills and contribution to the profession. Derrick is a life member of the Columbus Board of REALTORS® Circle of Excellence and was the recipient of the Golden Rule Award in 2004 and 2008. He has served his local association as a Director, Secretary/Treasurer, and Chaplin. His outstanding support and leadership as President of the Columbus Board of REALTORS® in 2006 resulted in his being honored as CBOR's REALTOR of the Year in 2007. He currently serves as Chairperson of the Equal Opportunity/Cultural Diversity Committee for the Georgia Association of REALTORS® and RPAC Trustee. Derrick is a 20-year veteran of the U.S. Army where he served in various duties, including Drill Instructor as well as Instructor in the Airborne Department and NCO Academy. He draws upon his unique and challenging experiences to communicate to others in a way that is both fun and thought provoking.

JASON SIRMON

joined the real estate profession in 2000 after 9 years of service to our country in the United States Navy, where he proudly served as a submarine sailor. As a real estate broker and broker-in-charge, his skills with people and his dedication to clients and agents alike contributed to his success. Success that was recognized by his peers in awarding him REALTOR of the Year. But his passion for education, gift of leadership, and desire to help others succeed led him to change his focus to training and consulting. His philosophy of "servant leadership" keeps him busy in various aspects of life, including service to the local and state REALTOR associations. As an educational junkie, Jason has obtained multiple designations and certifications. You can find him today traveling around the country teaching courses on negotiation, generational differences, short sales and foreclosures or teaching continuing education in his home state of North Carolina. Jason says that, "I have found my 'why' and my purpose in teaching".

ANN SMITH, CPA

Ann Smith's past experience includes owning an accounting firm and a college instructor. She specializes in working with small business owners, offering outsourced CFO services as well as customer service training, systems development, and other support that small businesses need. Locally, she was named Woman Business Owner of the Year in 2003. Statewide, she was named the SBA's Financial Services Advocate of the Year in 2003, Georgia Woman Entrepreneur of the Year in 2004, and in 2006, her firm was named the Governor's Small Business of Excellence for businesses with one to five employees. In 2007 she sold her firm and began focusing exclusively on consulting and training for small business owners. She writes a regular column in *The Macon Telegraph* that focuses on small business matters and is an advisory board member and columnist for *Around Town North Macon Community Magazine*. Active in the Georgia Society of CPAs, Ann is currently a member of the GSCPA Council. She has served two different times as Section Leader of the Information Technology Section and is a long-time member of the Section leadership team. She chaired the Southeast Accounting Show in 2002, the largest conference presented by the GSCPA. She has served as a member of the CPE task force.

NOREEN SNELLMAN

is partner and co-founder of Springboard Real Estate Training, LLC. She has provided education and training materials to thousands of new and experienced real estate investors. Prior to becoming a Real Estate Investor, Snellman was vice president of marketing at Metavante Corp., an electronic banking technology firm. She previously held positions in marketing and sales consulting at several technology firms including ADP, Clarus Corporation, D&B Software and Management Science America. She is also a CPA, having started her career at Arthur Andersen & Co, with a focus in the real estate and tax practices.

BETH SPEARS

is Senior Business Development and Training Manager, Georgia Department of Community Affairs, Office of Homeownership. She joined the DCA team in 2004 after 13 years of marketing, management and lending in the community banking field. Currently, Beth supervises a statewide team promoting affordable housing programs for the Georgia State Housing Authority. She previously taught banking classes for the Georgia AIB and Chattahoochee Tech. Beth earned an Associate Degree in Business from Floyd College. Her other training includes: Bank Marketing School University of Colorado, CBA Consumer Lender School and the Capstone Institute. She has been a past-president of the Georgia Bank Marketing Association, an elected member of the Paulding County Board of Education and an appointed member of the Paulding County Planning and Zoning Board.

REBECCA STAHR, ASID, CAPS, MCSP, CMP, CAASH,

is President and Creative Director of LifeSprings, Inc., a company of design, marketing, editorial and aging networks experts. A Certified Aging-in-Place Specialist (CAPS) and a Certified Active Adult Specialist in Housing (CAASH) delivering design and marketing applications with a gerontological focus, she has guided winning strategies for progressive clients recognizing benefits for the 45+ are market for almost two decades, long before it was trendy. Rebecca serves on the Expert Advisory Board of KNOW ATLANTA magazine and the American Society of Interior Designers (ASID) National Aging in Place Council. She is also a board member of Georgia State University's Gerontology Institute, the Easy Living Home^{CM} coalition, the National Association of Home Builders 50+ Housing Council, and the Greater Atlanta 50+ Housing Council.

TERRI STRAKA-SCORDAS

is the Vice President of Southeast Mortgage (SEM) of Georgia, Inc., a regional Fannie Mae/Freddie Mac and FHA/VA lender. Terri has been with Southeast Mortgage for the past 7 years, and since spring 2006, she has assisted with the management of their branch in Duluth, GA. Loan originating has always been Terri's main focus; however she gained extensive mortgage knowledge by working directly with SEM's Operations team for approximately 18 months in 2005-2006 to gain a complete understanding of processing and underwriting mortgages.

K. BERNARD STRONG, CBB,

has been affiliated with Metro Brokers since 1987. He is involved in their CEO Program as team leader of the Strong Realty Group, LLC. Bernard's group has been awarded the Top Producing CEO Team (in closed units) for 2006 and 2007. Individually, he is a member of Metro Brokers' Millionaires Club. Bernard is also a member of Metro Brokers In-house Speakers Bureau, speaking at office sales meetings on current activity and/or concerns in the market place. As a member of Toastmasters International, Bernard has received first and second place awards in local and area speaking competitions. Prior to real estate, Bernard was employed as banker in Atlanta for 10 years and served as President of the Atlanta Urban Bankers Association.

ULADIA TAYLOR, AARE, BAS, CAI, CES,

began her auction career in 1989. Since then, she has attained the highest designation available to auctioneers, the coveted Certified Auctioneers Institute (CAI) designation. In addition, she has made history as the first minority to sell real estate at auction in the State of Georgia. Uladia assists administrators and executors in converting real and personal assets into cash. Other accomplishments include: an appointment on the State of Georgia's Auctioneers Commission; Treasurer of the Georgia Auctioneers Association; a lifetime member of the DeKalb Association of REALTORS® Million Dollar Club; being published in several magazines; and being featured in The Auctioneer Magazine in 2004 and 2006 and the RE Magazine in 2006.

DAVID THOMAS, CCIM,

is a native Atlantan and has over 38 years of experience in commercial investment real estate. He is the broker for RE/MAX Commercial Atlanta and has been named REALTOR® associate of the Year, Exchanger of the Year for Georgia and has achieved the Phoenix Award for outstanding sales. David enjoys teaching real estate and has taught courses at Georgia State and Oglethorpe Universities. He has been an instructor for the Graduate REALTOR® Institute as well as the National Association of REALTORS®. David has been a Dean of the Georgia Institute of Real Estate. He maintains membership with the Federation of Exchange Accommodators, AGREE, and CCIM. In addition to his real estate brokerage, David Thomas is President of Base Company, Inc. which is the oldest operating Qualified Intermediary Service for Internal Revenue Code 1031 Exchanges.

CHARLES "CHUCK" TOLBERT

has been involved with different aspects of the construction industry for the last 20 years. He was employed by one of America's largest manufactured home builders, and has worked with builders to help oversee construction of new homes. Chuck is currently self-employed as a home inspector working in the Augusta market and a partner in BTM Management Heating, Air and general repairs. He has been involved in the Georgia Dream program, in which he works with future homeowners, and also with Fort Gordon, helping with home ownership and maintenance. He educates agents and future home buyers and sellers on what a home needs in order to qualify for FHA and VA financing. Chuck is also a member of the largest inspection association InterNACHI.

DONNA TRAYLOR-FRENCH, GRI,

a REALTOR® since 1980, Donna has seen the "all or nothing" sides of the residential market and she brings this practical experience into her classrooms. She began her real estate teaching career in 1989. Donna is currently an instructor of pre-license and continuing education courses and a life member of the Northeast Atlanta Metro Association of REALTORS® (NAMAR) Million Dollar Club. Donna was the NAMAR President in 1993. She is an active participant in GAR activities, having served on numerous committees. She was honored to be the GRI Dean in 2003. In 2008, Donna formed a new company that offers both certified continuing education and motivational/inspirational sessions. She is also a principal in her own real estate firm. Donna is excited to share why she thinks REALTY is RE-AL-I-TY!

BOB TROW

is owner of Trow Inspection Service in Marietta, Georgia. His 20-year background in the residential construction business included building new homes, quality control managing for a major builder, and owning a remodeling company. Bringing this experience and completing the requirements for code certification, he received full membership into the American Society of Home Inspectors. Bob embarked on a career in real estate inspection in 1999. He has built a successful business based on responsible and comprehensive inspections. His company offers full residential and commercial inspections and environmental testing.

DEAN TWEDT, GRI,

moved into the real estate profession after retiring from a large, international medical instrumentation company. In 1997, he was first licensed as a Florida salesperson. After moving to northern Georgia in 1998, he obtained his Georgia salesperson license and spent several years in actual practice. In 2001, he obtained his associate broker and real estate Instructor licenses. He also obtained the GRI designation. As an instructor, he was initially affiliated with the North Georgia Technical College where he taught pre-license courses. He has also taught both credited and non-credited continuing education in the local area. He now teaches post-license and continuing education courses.

ANDRE VAN RENSBURG, ALC, CCIM, CIPS,

specializes exclusively in commercial real estate and has worked in various part of the world, including South Africa, the UK and the US. He is currently the President of a commercial real estate firm in Florida. He was the President of the Commercial Board of REALTORS® of Saint Augustine and Saint John's County Board of REALTORS® and was the Chair for the Education Committee for the Florida Commercial Alliance. He is also the President for the North Florida Chapter of CCIM. Andre has taught various real estate courses presented a number of webinars and delivered presentations about various aspects of commercial real estate. In addition to being a GAR Partners in Education instructor, Andre is a senior instructor for the CCIM Institute and REALTORS® Land Institute.

MICHAEL VICKREY, ABR,

retired from the US Marines in 2003. He was an instructor of software and computer classes for over 11 years as a part of his duties with the Marines. During his 20 years of service, Mike moved over 14 times, buying and selling homes all along the way. He also invested in real estate and began remodeling and building homes as a contractor. He then obtained his real estate license. Since then, he has developed and taught classes on time management, planning and budgeting, as well as business development.

SHEILA WALDRON

is currently employed as a Business Development Coordinator with the Georgia Department of Community Affairs (DCA). Sheila is responsible for South Georgia and Coastal Georgia from Savannah to Kingsland. Prior to DCA, Sheila was a mortgage loan originator for 19 years. For the last 9 years, she focused primarily on first-time homebuyers needing down payment assistance and credit counseling. She worked 7 of the 9 years with Consumer Credit Counseling providing homebuyer education on a monthly basis.

DONNA WALTERS, ABR, AHWD, CMS, CRS, GRI,

has been a REALTOR® for over 20 years. Along with teaching continuing education courses, she has taught prelicense since 2004. Donna has earned the Eagle, Phoenix and Silver Awards from her local board and has chaired her local board's Grievance Committee. She is also active in her local Home Builders Association.

DON WEBB

founded Greenwood Land Company in 2003, capitalizing on his passion and expertise in the areas of land evaluation, acquisition, development and marketing. Prior to entering the land business, Webb was founder and president of Integrated Technology Group, Inc., and served as president for Consul Risk Management, based in the Netherlands. In addition, Don held sales and management-level positions with IBM and C-Pak Software. Webb graduated from West Georgia College with a degree in business management.

GILMER G. (BUDDY) WESTON, JR., GRI, CRB,

is a broker with The LeCraw Company. He is a graduate of the University of Georgia, where he served as President of his fraternity, SAE. Upon graduation, he served as a Commissioned Officer in the U.S. Army and retired from the U.S. Army Reserves as a Lieutenant Colonel. Buddy has been elected President of two metro-Atlanta boards, DeKalb Association of REALTORS® in 1978 and Atlanta Board of REALTORS® in 1994. He has served both boards over the years as Director and Chairman of the Professional Standards Committee. He also served as Metro Regional Vice President of GAR, as well as Chairman of GAR's Professional Standards Committee. Buddy was President of GAR for 2004. He is currently a director of NAR, as well as a member of the NAR State and Local Issues Committee. Buddy is active in various community activities, but his all-time, number one love is little league baseball, which he coached for ten years. Married to Judy Brantley Weston, they reside in Atlanta. They have two sons (one Georgia Bulldog and one Georgia Tech Yellow Jacket). Buddy trusts his 6 grandchildren will make the right choice!

DAN WILHELM, RMP, MPM

Since retiring as a Major from the United States Army in 1993, Dan has performed as a top producing sales agent for 11 years, managed sales offices for 7 years, and founded two real estate companies. He has also been a real estate investor since 1996 owning dozens of investment properties. He currently owns and manages 3 Options Realty, offering sales and leasing, plus property management services for more than 200 properties. Dan actively participates in the Georgia Association of REALTORS® and his local board of REALTORS®. He is a past president of the Atlanta Chapter of NARPM (the National Association of Residential Property Managers), and currently holds the office of secretary on the Board of directors. He has earned the coveted RMP (Residential Management Professional) Designation from NARPM, and is a candidate for the even more coveted MPM (Master Property Manager) Designation. Dan has earned a bachelor's degree in management as well as a master's degree in management.

STEPHANIE WILLIAMS

is a Housing Program Specialist at the U.S. Department of Housing and Urban Development, Office of Single Family Housing (HUD) in Atlanta. Her primary responsibilities include contract monitoring and inspections for Real Estate Owned properties, and providing technical support relating to local industry training, program implementation and housing counseling. Prior to joining HUD, Stephanie worked for Standard & Poor's as an Association Director in the Public Finance Housing and Structured Group and as a Senior Licensing Specialist. She has also held community development-related positions at the Federal Reserve Bank of New York and Neighborhood Housing Services of New York City. Stephanie has a law degree from Fordham University and a BS from Cornell University.

VAN A. YON, CIPS, MSRE,

has been professionally licensed in the real estate brokerage field since 1997 and affiliated with RE/MAX Commercial Atlanta since June 2000. He is a member of the Atlanta Commercial Board of REALTORS®. His formal education includes studying architecture and building construction at Georgia Institute of Technology, and earned the Bachelor of Science in Building Construction in 1984. He earned the Masters of Science in Real Estate and Urban Affairs in from Georgia State University in 1987. Van is a founding charter member and advisor of the International Real Estate Council of Georgia (IRECGA) and served as its President in 2005. Van conducts his full-service brokerage activities with buyers and sellers of land, commercial, industrial and investment properties and land assemblies for commercial or residential redevelopment. He also provides service for buyers and sellers of businesses with real estate included which is a common request from the international community.

CURTIS YORK, ABR, CBR, CTM, GRI, C-CREC, e-PRO, SRS, TCS,

likes to be known as "The Real Estate Guy." He was licensed in 1994 and began selling real estate in 1998. He is licensed as a broker in Georgia, North Carolina and Florida. In 1998 he received the Coldwell Banker Buckhead "First Year Agent Achievement Award." He currently is the broker/owner of the York Realty Group in Lilburn, GA. Curtis is an active member of the East Metro Board of REALTORS® and has served on the Board of Directors for the Empire Board of Realtists. He is a graduate of Rutgers University with a major in both history and business administration, and a 2003 graduate of the Clark Atlanta School of Business Commercial REAP program. In addition to his many other designation and certifications, Curtis is a CCIM candidate.

GLENN ZINDER

has over 17 years experience in the real estate information industry. His area of specialty is retrieval of courthouse real estate records. Glenn currently works for the Courthouse Retrieval System in Knoxville, Tennessee. He teaches real estate continuing education courses in Alabama, Tennessee and Georgia.

Sponsorship Information

For complete details, please refer to the Course Administration Manual.

HOW TO SPONSOR A CE COURSE

- Review the list of courses and instructors.
- Fax or email a completed GAR Partners Continuing Education Request Form to the GAR office at least 30 days prior to the desired class date.
- For designation or online courses, contact Senita Fort, 678-597-4128, or sfort@garealtor.com

SPONSOR RESPONSIBILITIES

- Provide a handicapped-accessible classroom site, with tables and chairs.
- Promote the course.
- Handle registrations.
- Communicate with the Instructor for audio/visual requirements and to confirm directions to the site a few days prior to the course date.
- Duplicate course materials/handouts for each student.
- Provide a GAR Certified Facilitator. GAR recommends one GAR Certified Facilitator per 25 students. **The facilitator(s) may attend Partners in Education CE courses at no cost. They will receive CE credit if they sign in on the Attendance Verification Form as a student with their license numbers.**

Return to GAR in a timely manner: **CE will not be posted until all of the following are received by GAR staff.**

1. Payment for course according to Fee Structure and for books (if applicable)
2. Attendance Verification Form (with each sheet signed by GAR Certified Facilitator)
3. Student Evaluation Forms
4. Facilitator Evaluation Form(s)
5. Exams and Answer Sheets, if applicable
6. Extra books, if applicable

FEE STRUCTURE FOR PARTNERS IN EDUCATION CE CLASSES

- It is recommended that Sponsor have a **minimum of 10 students**. If there is not a minimum of 10 students, the decision on whether to hold the class is left up to the Sponsor and the Instructor. Sponsor pays GAR a per student fee whether the attendee is licensed, a member, or a non-member. (The exception is for the GAR Certified Facilitator.)
- FOR A THREE-HOUR COURSE, the course fee paid by the Sponsor to GAR is calculated at \$25 per student with a **minimum fee of \$400 and a maximum fee of \$650**.
- FOR A SIX- OR SEVEN-HOUR COURSE, the course fee paid by the Sponsor to GAR is calculated at \$40 per student with a minimum fee of \$600 and a maximum fee of \$800.

The registration fee charged to students by the Sponsor for the continuing education course is determined by the Sponsor. Some Sponsors use education courses as a member service, and others use them as a source of non-dues revenue. Below are examples of how to calculate course fees for a three-hour course:

- **Example #1:** A Sponsor charges a registration fee of \$10 per student and has 13 students in attendance, collecting \$120. (No charge for the GAR Certified Facilitator/student.) The total course fee due to GAR is \$400 (minimum fee).
- **Example #2:** A Sponsor charges a registration fee of \$30 per student and has 19 students in attendance, collecting \$540. (No charge for the GAR Certified Facilitator/student.) The total course fee due to GAR is \$450 (18 students times \$25 per student).
- **Example #3:** A sponsor charges a registration fee of \$40 per student with 32 students in attendance, collecting \$1,200. (No charge for the two GAR Certified Facilitators/students.) The total course fee due to GAR is \$650 (maximum fee).

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