




MODULE SPECIFICATION

Part 1: Basic Data					
Module Title	Agency				
Module Code	UBLMPS-15-3	Level	3	Version	2
Owning Faculty	Environment and Technology	Field	Architecture and the Built Environment		
Contributes towards	BSc(Hons) Real Estate				
UWE Credit Rating	15	ECTS Credit Rating	7.5	Module Type	Standard
Pre-requisites	None		Co- requisites	None	
Excluded Combinations	None		Module Entry requirements	None	
Valid From	September 2019		Approval Date	23 Jan 2013 v1 24 March 2015 v1.1 28 May 2019 v2	

Part 2: Learning and Teaching	
Learning Outcomes	<p>On successful completion of this module students will be able to:</p> <ol style="list-style-type: none"> 1. Explain and contrast the agency role in both commercial and residential property.(A) 2. Analyse how agency procedure is regulated by Codes of Practice and Legislation (A) 3. Critique the application of ethical standards necessary for professional practice (A) 4. Select and explain a marketing strategy based on the needs of the client (commercial and residential) (B) 5. Analyse the importance of health and safety issues and a duty of care when inspecting a property (commercial and residential) (A & B)
Syllabus Outline	<ul style="list-style-type: none"> • The role of the Agent in commercial and residential property sales and lettings • Methods of disposal • Relevant legislation • Codes of Practice • Conflict of interest and duty to one's client • Taking instructions • Terms of engagement and disputes (including relevant case law) • Effective property inspections (commercial and residential) • Energy Performance Certificates • Health & Safety issues and procedures • Marketing strategies appropriate to either commercial or residential properties

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	<ul style="list-style-type: none"> • Heads of terms, instructing solicitors • Dealing with offers, deposits and client accounts • Data protection • Leasing of property/residential tenancies 																
Contact Hours/Scheduled Hours	<table border="1"> <thead> <tr> <th>Activity</th> <th>Hours</th> </tr> </thead> <tbody> <tr> <td>Contact time</td> <td>33</td> </tr> <tr> <td>Assimilation and development of knowledge</td> <td>77</td> </tr> <tr> <td>Assessment and Report preparation</td> <td>40</td> </tr> <tr> <td>Total study time</td> <td>150</td> </tr> </tbody> </table>	Activity	Hours	Contact time	33	Assimilation and development of knowledge	77	Assessment and Report preparation	40	Total study time	150						
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Key Information Sets Information (KIS)	<p>Key Information Set - Module data</p> <p>Number of credits for this module 15</p> <table border="1"> <thead> <tr> <th>Hours to be allocated</th> <th>Scheduled learning and teaching study hours</th> <th>Independent study hours</th> <th>Placement study hours</th> <th>Allocated Hours</th> </tr> </thead> <tbody> <tr> <td>150</td> <td>33</td> <td>117</td> <td>0</td> <td>150</td> </tr> </tbody> </table> 	Hours to be allocated	Scheduled learning and teaching study hours	Independent study hours	Placement study hours	Allocated Hours	150	33	117	0	150						
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Contact Hours	<p>The table below indicates as a percentage the total assessment of the module which constitutes a;</p> <p>Written Exam: Unseen or open book written exam Coursework: Written assignment or essay, report, dissertation, portfolio, project or in class test Practical Exam: Oral Assessment and/or presentation, practical skills assessment, practical exam (i.e. an exam determining mastery of a technique)</p>																
Total Assessment	<table border="1"> <tr> <td colspan="2">Total assessment of the module:</td> <td></td> <td></td> </tr> <tr> <td>Written exam assessment percentage</td> <td></td> <td>60%</td> <td></td> </tr> <tr> <td>Coursework assessment percentage</td> <td></td> <td>40%</td> <td></td> </tr> <tr> <td></td> <td></td> <td>100%</td> <td></td> </tr> </table>	Total assessment of the module:				Written exam assessment percentage		60%		Coursework assessment percentage		40%				100%	
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Teaching and Learning Methods	<p>Scheduled learning The module will be delivered through a series of lectures and workshops/tutorials. The emphasis on student interaction and discussion groups.</p> <p>Independent learning includes hours engaged with essential reading and assignment preparation and completion.</p>																
Indicative Reading List	An indicative reading list can be accessed here .																

Part 3: Assessment

Assessment Strategy	
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	<p>There will be two components of assessment for the module in order to facilitate assessment of both the practical and legal elements of the module.</p> <p>The module will provide students with the opportunity to measure a commercial property and prepare a disposal report for that property. This will give students valuable practical experience of measurement and is designed to reflect one of the key likely tasks for a graduate surveyor. The task will develop the students' analytical skills and enable them to develop a professional style of presentation.</p> <p>Guidance on the coursework element of assessment will be included in taught sessions, as will the opportunity for formative feedback on draft property reports.</p> <p>The module will also be assessed with a seen exam. This is designed to assess the students' learning in relation to the remainder of the module content, and in particular the legal and regulatory requirements of acting as an estate agent, in both a commercial and a residential setting. The seen exam mirrors the format of assessment for legal modules in the 2nd year of the Real Estate Programme and is used to facilitate the development of the students' skills in the appropriate use of resources and research.</p> <p>The resit follows the same format.</p>
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Identify final assessment component and element	Component A	
% weighting between components A and B (Standard modules only)	A:	B:
	60%	40%

First Sit	
Component A (controlled conditions) Description of each element	Element weighting
1. Seen exam (2 hours)	100
Component B Description of each element	Element weighting
1. Property Report (1500 words)	100

Resit (further attendance at taught classes is not required)	
Component A (controlled conditions) Description of each element	Element weighting
1. Seen exam (2 hours)	100
Component B Description of each element	Element weighting
1. Property Report (1500 words)	100