

COURSE SYLLABUS

College: Education and Behavioral Sciences

Course Number: RE 170C

Course Title: Essentials of Real Estate

Course Credit Hours: 3

Prerequisite: None

Required Textbook:

- Title: *Real Estate Principles, 12th edition*
- Author: Charles F. Floyd and Marcus T. Allen
- eBook ISBN: 9781475456240
- Print ISBN: 9781475456233

Term: Fall 2023

Course Description: A course designed to introduce the student to the economic, social, environmental, governmental and legal setting of real estate in the United States. We discuss the unique aspects of real estate as a commodity, an investment medium, and as a provider of shelter. The course explores the many career areas in the real estate industry as well as the informational needs of the homeowner.

Instructor: Maria C. Stewart, J.D.

- E-mail: maria.stewart@wku.edu
- When emailing your instructor please identify yourself and tell your instructor which course you are enrolled in. Your instructor teaches multiple courses. Knowing who you are and which course you are enrolled in helps your instructor assist you more quickly.

Office Hours: Email maria.stewart@wku.edu to schedule a Zoom meeting.

Learning Outcomes: Upon completion of RE 170C students will be better informed real estate market participants whether their primary real estate interests lie in consumption, investment, brokerage, appraisal, law, property and asset management, or any combination of these aspects of real estate.

Mandatory Access to Computer and Internet: This is a web-based course. Your instructor wants you to succeed in this course. In order to succeed in this course you must:

1. Have a computer.
2. Check your WKU student email at least once per day. When taking a web-based course email is the only way your instructor has to communicate important information to you.

3. Have a reliable internet source. All assignments, quizzes, and exams are submitted on our Blackboard course page. Reliable internet is a must!
4. Feel comfortable navigating Blackboard.

You need to get yourself up to speed in the four areas above **before** our semester begins.

- WKU IT Services offers a “New Student Technology Guide” which may help. Find it at <https://www.wku.edu/its/students/>
- WKU’s Service Desk is also very helpful. You can live chat with them or call them. Find them at <https://www.wku.edu/its/service-desk/>

Evaluation method:

- 295 total points possible
 - Weekly Unit “Key Terms” Defined
 - 85 total key terms defined points possible
 - You will define “Key Terms” for each unit.
 - The list of “Key Terms” are found at the beginning of each unit.
 - Define “Key Terms” using definitions found at the end of our textbook.
 - Type these “Key Terms” and the definitions of these “Key Terms” into a document, such as a Microsoft Word document.
 - Upload this document into its correct drop box on our Blackboard course page. On the left-hand menu look for “Drop Boxes- Key Terms Defined.”
 - **Due Date:** Due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points earned for each unit’s key terms defined and uploaded into the correct drop box by the due date.
 - Weekly Quizzes
 - 70 total quiz points possible
 - You will take a quiz each week.
 - Find quizzes on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Quizzes are not proctored.
 - **Time Limit:** You have fifteen minutes to complete five multiple choice and/or true-false questions. The quiz automatically closes at the fifteen-minute mark, so please watch your time.
 - **Due Date:** Quizzes are due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points possible on each quiz submitted by its due date.

- Exams
 - 70 total exam points possible (not including final exam)
 - You will take an exam every three week throughout the semester.
 - Find exams on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Exams are not proctored.
 - **Time Limit:** You have forty-five minutes to complete fifteen multiple choice and/or true-false questions. The exam automatically closes at the forty-five-minute mark, so please watch your time.
 - **Due Date:** Exams are due no later than Sunday at the end the week in which they are given and must be submitted no later than 11:59 p.m. central time.
 - **Grading:** Fifteen points possible on each exam.
- Comprehensive Final Exam
 - 70 total points possible
 - Find our final exam on our Blackboard course page in the same location where quizzes and exams were located all semester.
 - Final exam is not proctored.
 - **Time Limit:** You have four hours to complete seventy multiple choice and true-false questions. The exam automatically closes at the four hour mark, so please watch your time.
 - **Due Date:** Our final exam opens the morning of the first day of WKU’s final exam week, Monday, 4 December. You must complete and submit our final exam no later than the last day of WKU’s final exam week, Thursday, 7 December by 11:59 p.m. central time.

Title IX- Sexual Misconduct/Assault: Members of the WKU community, in addition to guests and visitors, have the right to be free from sexual misconduct and sexual violence. All members of the campus community are expected to conduct themselves in a manner that does not infringe upon the rights of others. WKU’s Title IX policy is intended to establish a mechanism for determining when such conduct constitutes a violation of this policy. For additional information see <https://www.wku.edu/titleix/>

Student Accessibility Resource Center: The goal of the Student Accessibility Resource Center is to ensure students with disabilities are provided access to all facets of the Western Kentucky University experience; to facilitate and coordinate support services and programs that enable students with disabilities to maximize their educational potential; and to increase awareness among all members of the University so that students with disabilities are able to achieve academic success based on their abilities, not their disabilities. For additional information or to request services please go to <https://www.wku.edu/sarc/>

Academic Misconduct: WKU expects students to operate with the highest standard of integrity in all facets of the collegiate experience. Broadly defined, academic misconduct is any unethical self-serving action in the performance of an academic activity, deliberate or unintentional, that affords a student an unfair, unearned, or undeserved advantage. For addition information

regarding WKU's policy regarding academic misconduct please see
<https://www.wku.edu/studentconduct/process-for-academic-dishonesty.php>

COURSE SCHEDULE

If circumstances arise requiring your instructor to adjust this course schedule you will be notified in writing via your WKU student email account in as timely a manner as is possible.

Your instructor strongly encourages you review this schedule weekly to assure you are not forgetting something due that week.

Week of 21 August:

Unit 1: Why Study Real Estate?

- Read the unit
- (OPTIONAL) A unit review PowerPoint deck is available. On our Blackboard course page look for “Study Aid- PowerPoint Decks” on the left-hand menu.
- Weekly Unit “Key Terms” Defined
 - You will define “Key Terms” for each unit.
 - The list of “Key Terms” are found at the beginning of each unit.
 - Define “Key Terms” using definitions found at the end of our textbook.
 - Type these “Key Terms” and the definitions of these “Key Terms” into a document, such as a Microsoft Word document.
 - Upload this document into its correct drop box on our Blackboard course page. On the left-hand menu look for “Drop Boxes- Key Terms Defined.”
 - **Due Date:** Due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points earned for each unit’s key terms defined and uploaded into the correct drop box by the due date.
- Weekly Quiz
 - Find the quiz on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Quiz is not proctored.
 - **Time Limit:** You have fifteen minutes to complete five multiple choice and/or true-false questions. The quiz automatically closes at the fifteen-minute mark, so please watch your time.
 - **Due Date:** Quizzes are due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points possible on each quiz submitted by its due date.

Week of 28 August:

Unit 2: Property Rights and Legal Descriptions

- Read the unit
- (OPTIONAL) A unit review PowerPoint deck is available. On our Blackboard course page look for “Study Aid- PowerPoint Decks” on the left-hand menu.
- Weekly Unit “Key Terms” Defined
 - You will define “Key Terms” for each unit.
 - The list of “Key Terms” are found at the beginning of each unit.
 - Define “Key Terms” using definitions found at the end of our textbook.
 - Type these “Key Terms” and the definitions of these “Key Terms” into a document, such as a Microsoft Word document.
 - Upload this document into its correct drop box on our Blackboard course page. On the left-hand menu look for “Drop Boxes- Key Terms Defined.”
 - **Due Date:** Due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points earned for each unit’s key terms defined and uploaded into the correct drop box by the due date.
- Weekly Quiz
 - Find the quiz on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Quiz is not proctored.
 - **Time Limit:** You have fifteen minutes to complete five multiple choice and/or true-false questions. The quiz automatically closes at the fifteen-minute mark, so please watch your time.
 - **Due Date:** Quizzes are due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points possible on each quiz submitted by its due date.

Week of 4 September:

Unit 3: Private Restrictions on Ownership

- Read the unit
- (OPTIONAL) A unit review PowerPoint deck is available. On our Blackboard course page look for “Study Aid- PowerPoint Decks” on the left-hand menu.
- Weekly Unit “Key Terms” Defined
 - You will define “Key Terms” for each unit.
 - The list of “Key Terms” are found at the beginning of each unit.
 - Define “Key Terms” using definitions found at the end of our textbook.
 - Type these “Key Terms” and the definitions of these “Key Terms” into a document, such as a Microsoft Word document.
 - Upload this document into its correct drop box on our Blackboard course page. On the left-hand menu look for “Drop Boxes- Key Terms Defined.”
 - **Due Date:** Due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points earned for each unit’s key terms defined and uploaded into the correct drop box by the due date.
- Weekly Quiz
 - Find the quiz on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Quiz is not proctored.
 - **Time Limit:** You have fifteen minutes to complete five multiple choice and/or true-false questions. The quiz automatically closes at the fifteen-minute mark, so please watch your time.
 - **Due Date:** Quizzes are due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points possible on each quiz submitted by its due date.
- **Exam #1- Units One, Two, & Three**
 - Find exam on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Exam is not proctored.
 - **Time Limit:** You have forty-five minutes to complete fifteen multiple choice and/or true-false questions. The exam automatically closes at the forty-five-minute mark, so please watch your time.
 - **Due Date:** Exams are due no later than Sunday at the end of the week in which they are given and must be submitted no later than 11:59 p.m. central time.
 - **Grading:** Fifteen points possible on each exam.

Week of 11 September:

Unit 4: Public Restrictions on Ownership

- Read the unit
- (OPTIONAL) A unit review PowerPoint deck is available. On our Blackboard course page look for “Study Aid- PowerPoint Decks” on the left-hand menu.
- Weekly Unit “Key Terms” Defined
 - You will define “Key Terms” for each unit.
 - The list of “Key Terms” are found at the beginning of each unit.
 - Define “Key Terms” using definitions found at the end of our textbook.
 - Type these “Key Terms” and the definitions of these “Key Terms” into a document, such as a Microsoft Word document.
 - Upload this document into its correct drop box on our Blackboard course page. On the left-hand menu look for “Drop Boxes- Key Terms Defined.”
 - **Due Date:** Due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points earned for each unit’s key terms defined and uploaded into the correct drop box by the due date.
- Weekly Quiz
 - Find the quiz on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Quiz is not proctored.
 - **Time Limit:** You have fifteen minutes to complete five multiple choice and/or true-false questions. The quiz automatically closes at the fifteen-minute mark, so please watch your time.
 - **Due Date:** Quizzes are due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points possible on each quiz submitted by its due date.

Week of 18 September:

Unit 5: Deeds and Title Examination

- Read the unit
- (OPTIONAL) A unit review PowerPoint deck is available. On our Blackboard course page look for “Study Aid- PowerPoint Decks” on the left-hand menu.
- Weekly Unit “Key Terms” Defined
 - You will define “Key Terms” for each unit.
 - The list of “Key Terms” are found at the beginning of each unit.
 - Define “Key Terms” using definitions found at the end of our textbook.
 - Type these “Key Terms” and the definitions of these “Key Terms” into a document, such as a Microsoft Word document.
 - Upload this document into its correct drop box on our Blackboard course page. On the left-hand menu look for “Drop Boxes- Key Terms Defined.”
 - **Due Date:** Due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points earned for each unit’s key terms defined and uploaded into the correct drop box by the due date.
- Weekly Quiz
 - Find the quiz on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Quiz is not proctored.
 - **Time Limit:** You have fifteen minutes to complete five multiple choice and/or true-false questions. The quiz automatically closes at the fifteen-minute mark, so please watch your time.
 - **Due Date:** Quizzes are due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points possible on each quiz submitted by its due date.

Week of 25 September:

Unit 6: Contracts and Title Closings

- Read the unit
- (OPTIONAL) A unit review PowerPoint deck is available. On our Blackboard course page look for “Study Aid- PowerPoint Decks” on the left-hand menu.
- Weekly Unit “Key Terms” Defined
 - You will define “Key Terms” for each unit.
 - The list of “Key Terms” are found at the beginning of each unit.
 - Define “Key Terms” using definitions found at the end of our textbook.
 - Type these “Key Terms” and the definitions of these “Key Terms” into a document, such as a Microsoft Word document.
 - Upload this document into its correct drop box on our Blackboard course page. On the left-hand menu look for “Drop Boxes- Key Terms Defined.”
 - **Due Date:** Due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points earned for each unit’s key terms defined and uploaded into the correct drop box by the due date.
- Weekly Quiz
 - Find the quiz on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Quiz is not proctored.
 - **Time Limit:** You have fifteen minutes to complete five multiple choice and/or true-false questions. The quiz automatically closes at the fifteen-minute mark, so please watch your time.
 - **Due Date:** Quizzes are due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points possible on each quiz submitted by its due date.
- **Exam #2- Units Four, Five, & Six**
 - Find exam on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Exam is not proctored.
 - **Time Limit:** You have forty-five minutes to complete fifteen multiple choice and/or true-false questions. The exam automatically closes at the forty-five-minute mark, so please watch your time.
 - **Due Date:** Exams are due no later than Sunday at the end of the week in which they are given and must be submitted no later than 11:59 p.m. central time.
 - **Grading:** Fifteen points possible on each exam.

Week of 2 October:

Unit 7: Real Estate Leases

Unit 8: Real Estate Brokerage

- Read the units
- (OPTIONAL) A unit review PowerPoint deck is available. On our Blackboard course page look for “Study Aid- PowerPoint Decks” on the left-hand menu.
- Weekly Unit “Key Terms” Defined
 - You will define “Key Terms” for each unit.
 - The list of “Key Terms” are found at the beginning of each unit.
 - Define “Key Terms” using definitions found at the end of our textbook.
 - Type these “Key Terms” and the definitions of these “Key Terms” into a document, such as a Microsoft Word document.
 - Upload this document into its correct drop box on our Blackboard course page. On the left-hand menu look for “Drop Boxes- Key Terms Defined.”
 - **Due Date:** Due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points earned for each unit’s key terms defined and uploaded into the correct drop box by the due date.
- Weekly Quiz
 - Find the quiz on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Quiz is not proctored.
 - **Time Limit:** You have fifteen minutes to complete five multiple choice and/or true-false questions. The quiz automatically closes at the fifteen-minute mark, so please watch your time.
 - **Due Date:** Quizzes are due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points possible on each quiz submitted by its due date.

Week of 9 October:

Unit 9: Real Estate Appraisal

- Read the unit
- (OPTIONAL) A unit review PowerPoint deck is available. On our Blackboard course page look for “Study Aid- PowerPoint Decks” on the left-hand menu.
- Weekly Unit “Key Terms” Defined
 - You will define “Key Terms” for each unit.
 - The list of “Key Terms” are found at the beginning of each unit.
 - Define “Key Terms” using definitions found at the end of our textbook.
 - Type these “Key Terms” and the definitions of these “Key Terms” into a document, such as a Microsoft Word document.
 - Upload this document into its correct drop box on our Blackboard course page. On the left-hand menu look for “Drop Boxes- Key Terms Defined.”
 - **Due Date:** Due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points earned for each unit’s key terms defined and uploaded into the correct drop box by the due date.
- Weekly Quiz
 - Find the quiz on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Quiz is not proctored.
 - **Time Limit:** You have fifteen minutes to complete five multiple choice and/or true-false questions. The quiz automatically closes at the fifteen-minute mark, so please watch your time.
 - **Due Date:** Quizzes are due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points possible on each quiz submitted by its due date.

Week of 16 October:

Unit 10: Property and Asset Management

Unit 11: Residential Land Use

- Read the units
- (OPTIONAL) A unit review PowerPoint deck is available. On our Blackboard course page look for “Study Aid- PowerPoint Decks” on the left-hand menu.
- Weekly Unit “Key Terms” Defined
 - You will define “Key Terms” for each unit.
 - The list of “Key Terms” are found at the beginning of each unit.
 - Define “Key Terms” using definitions found at the end of our textbook.
 - Type these “Key Terms” and the definitions of these “Key Terms” into a document, such as a Microsoft Word document.
 - Upload this document into its correct drop box on our Blackboard course page. On the left-hand menu look for “Drop Boxes- Key Terms Defined.”
 - **Due Date:** Due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points earned for each unit’s key terms defined and uploaded into the correct drop box by the due date.
- Weekly Quiz
 - Find the quiz on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Quiz is not proctored.
 - **Time Limit:** You have fifteen minutes to complete five multiple choice and/or true-false questions. The quiz automatically closes at the fifteen-minute mark, so please watch your time.
 - **Due Date:** Quizzes are due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points possible on each quiz submitted by its due date.
- **Exam #3- Units Seven, Eight, Nine, Ten, & Eleven**
 - Find exam on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Exam is not proctored.
 - **Time Limit:** You have forty-five minutes to complete fifteen multiple choice and/or true-false questions. The exam automatically closes at the forty-five-minute mark, so please watch your time.
 - **Due Date:** Exams are due no later than Sunday at the end of the week in which they are given and must be submitted no later than 11:59 p.m. central time.
 - **Grading:** Fifteen points possible on each exam.

Week of 23 October

Unit 12: Commercial and Industrial Land Uses

Unit 13: Understanding Real Estate Market Dynamics

- Read the units
- (OPTIONAL) A unit review PowerPoint deck is available. On our Blackboard course page look for “Study Aid- PowerPoint Decks” on the left-hand menu.
- Weekly Unit “Key Terms” Defined
 - You will define “Key Terms” for each unit.
 - The list of “Key Terms” are found at the beginning of each unit.
 - Define “Key Terms” using definitions found at the end of our textbook.
 - Type these “Key Terms” and the definitions of these “Key Terms” into a document, such as a Microsoft Word document.
 - Upload this document into its correct drop box on our Blackboard course page. On the left-hand menu look for “Drop Boxes- Key Terms Defined.”
 - **Due Date:** Due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points earned for each unit’s key terms defined and uploaded into the correct drop box by the due date.
- Weekly Quiz
 - Find the quiz on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Quiz is not proctored.
 - **Time Limit:** You have fifteen minutes to complete five multiple choice and/or true-false questions. The quiz automatically closes at the fifteen-minute mark, so please watch your time.
 - **Due Date:** Quizzes are due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points possible on each quiz submitted by its due date.

Week of 30 October:

Unit 14: Urban and Regional Economics

- Read the unit
- (OPTIONAL) A unit review PowerPoint deck is available. On our Blackboard course page look for “Study Aid- PowerPoint Decks” on the left-hand menu.
- Weekly Unit “Key Terms” Defined
 - You will define “Key Terms” for each unit.
 - The list of “Key Terms” are found at the beginning of each unit.
 - Define “Key Terms” using definitions found at the end of our textbook.
 - Type these “Key Terms” and the definitions of these “Key Terms” into a document, such as a Microsoft Word document.
 - Upload this document into its correct drop box on our Blackboard course page. On the left-hand menu look for “Drop Boxes- Key Terms Defined.”
 - **Due Date:** Due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points earned for each unit’s key terms defined and uploaded into the correct drop box by the due date.
- Weekly Quiz
 - Find the quiz on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Quiz is not proctored.
 - **Time Limit:** You have fifteen minutes to complete five multiple choice and/or true-false questions. The quiz automatically closes at the fifteen-minute mark, so please watch your time.
 - **Due Date:** Quizzes are due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points possible on each quiz submitted by its due date.

Week of 6 November:

Unit 15: Home Purchase Decisions

- Read the unit
- (OPTIONAL) A unit review PowerPoint deck is available. On our Blackboard course page look for “Study Aid- PowerPoint Decks” on the left-hand menu.
- **No Key Terms This Week**
- Weekly Quiz
 - Find the quiz on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Quiz is not proctored.
 - **Time Limit:** You have fifteen minutes to complete five multiple choice and/or true-false questions. The quiz automatically closes at the fifteen-minute mark, so please watch your time.
 - **Due Date:** Quizzes are due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points possible on each quiz submitted by its due date.
- **Exam #4- Units Twelve, Thirteen, Fourteen, & Fifteen**
 - Find exam on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Exam is not proctored.
 - **Time Limit:** You have forty-five minutes to complete fifteen multiple choice and/or true-false questions. The exam automatically closes at the forty-five-minute mark, so please watch your time.
 - **Due Date:** Exams are due no later than Sunday at the end of the week in which they are given and must be submitted no later than 11:59 p.m. central time.
 - **Grading:** Fifteen points possible on each exam.

Week of 13 November:

Unit 16: Residential and Commercial Property Financing

- Read the unit
- (OPTIONAL) A unit review PowerPoint deck is available. On our Blackboard course page look for “Study Aid- PowerPoint Decks” on the left-hand menu.
- Weekly Unit “Key Terms” Defined
 - You will define “Key Terms” for each unit.
 - The list of “Key Terms” are found at the beginning of each unit.
 - Define “Key Terms” using definitions found at the end of our textbook.
 - Type these “Key Terms” and the definitions of these “Key Terms” into a document, such as a Microsoft Word document.
 - Upload this document into its correct drop box on our Blackboard course page. On the left-hand menu look for “Drop Boxes- Key Terms Defined.”
 - **Due Date:** Due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points earned for each unit’s key terms defined and uploaded into the correct drop box by the due date.
- Weekly Quiz
 - Find the quiz on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Quiz is not proctored.
 - **Time Limit:** You have fifteen minutes to complete five multiple choice and/or true-false questions. The quiz automatically closes at the fifteen-minute mark, so please watch your time.
 - **Due Date:** Quizzes are due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points possible on each quiz submitted by its due date.

**Week of 20 November:
Short Thanksgiving week.
Nothing due this week.**

Week of 27 November:

Unit 17: Risk, Return, and the Time Value of Money

Unit 18: Mortgage Mechanics

- Read the units
- (OPTIONAL) A unit review PowerPoint deck is available. On our Blackboard course page look for “Study Aid- PowerPoint Decks” on the left-hand menu.
- Weekly Unit “Key Terms” Defined
 - You will define “Key Terms” for each unit.
 - The list of “Key Terms” are found at the beginning of each unit.
 - Define “Key Terms” using definitions found at the end of our textbook.
 - Type these “Key Terms” and the definitions of these “Key Terms” into a document, such as a Microsoft Word document.
 - Upload this document into its correct drop box on our Blackboard course page. On the left-hand menu look for “Drop Boxes- Key Terms Defined.”
 - **Due Date:** Due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points earned for each unit’s key terms defined and uploaded into the correct drop box by the due date.
- Weekly Quiz
 - Find the quiz on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Quiz is not proctored.
 - **Time Limit:** You have fifteen minutes to complete five multiple choice and/or true-false questions. The quiz automatically closes at the fifteen-minute mark, so please watch your time.
 - **Due Date:** Quizzes are due no later than Sunday at the end of a given week of class and must be submitted by 11:59 p.m. central time.
 - **Grading:** Five points possible on each quiz submitted by its due date.
- **Exam #5- Units Sixteen, Seventeen, & Eighteen**
 - Find exam on our Blackboard course page. On the left-hand menu look for “Quizzes and Exams.”
 - Exam is not proctored.
 - **Time Limit:** You have thirty minutes to complete ten multiple choice and/or true-false questions. The exam automatically closes at the thirty-minute mark, so please watch your time.
 - **Due Date:** Exams are due no later than Sunday at the end of the week in which they are given and must be submitted no later than 11:59 p.m. central time.
 - **Grading:** Ten points possible on this exam.

Week of 4 December:

- Comprehensive Final Exam
 - 70 total points possible
 - Find our final exam on our Blackboard course page in the same location where quizzes and exams were located all semester.
 - Final exam is not proctored.
 - **Time Limit:** You have four hours to complete seventy multiple choice and true-false questions. The exam automatically closes at the four-hour mark, so please watch your time.
 - **Due Date:** Our final exam opens the morning of the first day of WKU's final exam week, Monday, 4 December. You must complete and submit our final exam no later than the last day of WKU's final exam week, Thursday, 7 December no later than 11:59 p.m. central time.