



MODULE SPECIFICATION

Module code	
Module title in Polish	Obrót i zarządzanie nieruchomościami
Module title in English	Property Sales and Management
Module running from the academic year	2016/2017

A. MODULE IN THE CONTEXT OF THE PROGRAMME OF STUDY

Field of study	Surveying and Cartography
Level of qualification	first cycle (first cycle, second cycle)
Programme type	academic (academic/practical)
Mode of study	full-time (full-time/part-time)
Specialism	all
Organisational unit responsible for module delivery	The Department of Geotechnical Engineering, Geomatics and Waste Management
Module co-ordinator	Ryszard Florek-Paszkowski, PhD, Eng.
Approved by:	Ryszard Florek-Paszkowski, PhD, Eng.

B. MODULE OVERVIEW

Module type	core module (core/programme-specific/elective HES*)
Module status	compulsory module (compulsory/optional)
Language of module delivery	English
Semester in the programme of study in which the module is taught	semester 7
Semester in the academic year in which the module is taught	winter semester (winter semester/summer semester)
Pre-requisites	None (module code/module title, where appropriate)
Examination required	No (Yes/No)
ECTS credits	2

* elective HES – elective modules in the Humanities and Economic and Social Sciences

Mode of instruction	lectures	classes	laboratories	project	others
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Politechnika Świętokrzyska

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Total hours per semester	15		30		
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C. LEARNING OUTCOMES AND ASSESSMENT METHODS

Module aims	The aim of the module is to acquaint students with practical knowledge on property brokerage; another aim is to revise the knowledge of procedures concerning this issue. A student becomes acquainted with the fundamentals of property appraisal, preparing agreements in property brokerage as well as the role of land and mortgage registers.
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Module outcome code	Module learning outcomes	Mode of instruction (l/c/lab/p/ others)	Corresponding programme outcome code	Corresponding discipline-specific outcome code
W_01	A student acquires basic knowledge on main principles of determining property value.	I	GiK_W08	T1 A_W02, T1 A_W08
W_02	A student obtains basic knowledge on the scope of tasks as regards property management.	I	GiK_W18	T1 A_W03, T1 A_W04, T1 A_W07
W_03	A student acquires basic knowledge as regards the principles of keeping record of land and mortgage registers as well as their associations with property cadastre.	I	GiK_W22	T1 A_W03, T1 A_W08
U_01	A student can make basic tasks connected with establishing land and mortgage registers and updating property cadastre.	I	GiK_U13	T1A_U08 T1A_U14
U_02	A student can identify and formulate the specificity of tasks concerning updating land and mortgage registers.	I	GiK_U22	T1A_U14
U_03	A student can prepare documentation connected with making a valuation survey concerning property as well as the agreements concerning property brokerage.	I	GiK_U22 GiK_U24	T1A_U14 T1A_U16
K_01	A student is aware of the importance and understands non-technical aspects and effects of his/her activity, and the connected responsibility for the decisions made.	II	GiK_K05	T1A_K02
K_02	A student is aware of the responsibility for the realisation of team tasks; furthermore, a student can co-operate and work in a team during the realisation of engineering projects.	II	GiK_K06 GiK_K07	T1A_K03
K_03	A student can act in a resourceful manner by making an optimisation of organizational activities.	II	GiK_K09	T1A_K06

Module content:

1. Topics to be covered in the lectures

No.	Topics	Module outcome code
1 – 2.	Property-related professions in terms of the Property Management Act (property appraisal, management, and intermediation in trade).	W_01 K_03
3 – 4.	Price in relations to property value, the objective of valuation, valuation survey. Property management and management plan. Intermediation in property management.	W_02 K_01
5 – 6.	Agreements in property management (preliminary, promised, conditional,	W_02



	management, and intermediation). Pre-emption, limited property rights.	W_03 K_01
7 – 8.	The role of a notary in property brokerage. The guarantee of public faith concerning land and mortgage register. Land and mortgage register procedures.	W_03 K_02

2. Topics to be covered in the classes

Laboratory class number	Teaching contents	Reference to teaching results for a module
1 – 4.	Property management plan.	U_01 U_02 K_02
5 – 8.	Property valuation survey.	U_03 K_01 K_02
9 – 12.	Agreements in property management (examples).	U_03 K_01
13 - 15.	Land and mortgage register procedures.	U_01 U_02 K_03

Assessment methods

Module outcome code	Assessment methods <i>(Method of assessment; for module skills – reference to specific project, laboratory and similar tasks)</i>
W_01	A test and assessment reports on laboratory classes
W_02	A test and assessment reports on laboratory classes
W_03	A test and assessment reports on laboratory classes
U_01	A test and assessment reports on laboratory classes
U_02	A test and assessment reports on laboratory classes
U_03	A test and assessment reports on laboratory classes
K_01	A test, a discussion during tutorials and obtaining a credit
K_02	Assessing reports on laboratory classes, a discussion during tutorials and obtaining a credit
K_03	Assessing reports on laboratory classes, a discussion during tutorials and obtaining a credit



D. STUDENT LEARNING ACTIVITIES

ECTS summary		
	Type of learning activity	Study time/ credits
1	Contact hours: participation in lectures	15
2	Contact hours: participation in classes	-
3	Contact hours: participation in laboratories	30
4	Contact hours: attendance at office hours (2-3 appointments per semester)	
5	Contact hours: participation in project-based classes	
6	Contact hours: meetings with a project module leader	
7	Contact hours: attendance at an examination	-
8		
9	Number of contact hours	45 <i>(total)</i>
10	Number of ECTS credits for contact hours <i>(1 ECTS credit = 25-30 hours of study time)</i>	1,8
11	Private study hours: background reading for lectures	3
12	Private study hours: preparation for classes	
13	Private study hours: preparation for tests	
14	Private study hours: preparation for laboratories	2
15	Private study hours: writing reports	
16	Private study hours: preparation for a final test in laboratories	
17	Private study hours: preparation of a project/a design specification	
18	Private study hours: preparation for an examination	-
19		
20	Number of private study hours	5 <i>(total)</i>
21	Number of ECTS credits for private study hours <i>(1 ECTS credit = 25-30 hours of study time)</i>	0,2
22	Total study time	50
23	Total ECTS credits for the module <i>(1 ECTS credit = 25-30 hours of study time)</i>	2
24	Number of practice-based hours <i>Total practice-based hours</i>	32
25	Number of ECTS credits for practice-based hours <i>(1 ECTS credit = 25-30 hours of study time)</i>	1.28

E. READING LIST

References	Properties Sale and Management. National Association of Realtors, Orlando, USA
Module website	PFRN.pl , worldproperties.com