

University of Houston
CT Bauer College of Business
FINA 4397 – Introduction to Real Estate
Section# 25979 - Online, Synchronous
Tues & Thurs, 1:00pm – 2:30pm

Instructor: Keith Richards
Office Hours: By appointment
E-mail: USE CANVAS MESSAGE

Course Objectives

Foundational real estate concepts including finance, investment, development, the built environment, transactions, leases, and regulatory concerns essential to both pursuing further real estate education and making more informed decisions regarding personal real estate decisions.

Textbook

Students can purchase the textbook from the bookstore or Amazon.
Texas Real Estate, the 13th Edition (2021), Mbition LLC- ISBN-13: 978-1-62980-234-3.
<https://www.amazon.com/Texas-Real-Estate-Charles-Jacobus/dp/1629802344>

Other Required Materials/Tools

Microsoft Excel – will be used for completing various assignments, quizzes, tests, etc.

- You should have access to this during class as we may do some exercises where I ask you to follow along or complete problems using Excel during class.
- This is available via the Microsoft 365 Link in AccessUH.
- The web version can be used, but I highly recommend downloading Excel to your computer to get the full functionality, especially the use of keyboard shortcuts.

Attendance

Attendance will be taken each day and is essential for success in this course.

Class Decorum/Tips for Success

- Students should check in via Canvas regularly (multiple times per week) to ensure they are keeping up with announcements, assignments, discussions, etc.
- Please always have your camera on. Technical issues happen but leaving it off so you can listen while doing something else will not yield effective learning.
- Being fully engaged during class discussions is the best method to gain the most benefit out of your enrollment in this course.

Assessments

Assignments – Assignments will be a routine facet of this course and will be posted through Canvas with clear due dates.

Quizzes – Brief quizzes will follow videos and/or class discussions that will assess your comprehension of the material we have recently covered.

Exams – Exams will be administered via Canvas. The portion of the material covered during the exam will be communicated in advance, though much of the material will build upon the knowledge from earlier in the course.

Assignment policy - Any assignment not received or completed by the due date will receive a score of zero. No exceptions.

Grades

Assignments	20%
Quizzes	20%
Exams	60%

Grade Scale

93 - 100 = A	83 - 86 = B	73 - 76 = C
90 - 92 = A-	80 - 82 = B-	70 - 72 = C-
87 - 89 = B+	77 - 79 = C+	60 - 69 = D

Other Course Policies

Mental Health and Wellness Resources

The University of Houston has a number of resources to support students' mental health and overall wellness, including [CoogsCARE](#) and the [UH Go App](#). UH [Counseling and Psychological Services \(CAPS\)](#) offers 24/7 mental health support for all students, addressing various concerns like stress, college adjustment and sadness. CAPS provides individual and couples counseling, group therapy, workshops and connections to other support services on and off-campus. For assistance visit uh.edu/caps, call 713-743-5454, or visit a [Let's Talk](#) location in-person or virtually. [Let's Talk](#) are daily, informal confidential consultations with CAPS therapists where no appointment or paperwork is needed.

Need Support Now?

If you or someone you know is struggling or in crisis, help is available. Call CAPS crisis support 24/7 at 713-743-5454, or the National Suicide and Crisis Lifeline: call or text [988](tel:988), or chat 988lifeline.org.

Title IX/Sexual Misconduct

Per the UHS Sexual Misconduct Policy, your instructor is a “responsible employee” for reporting purposes under Title IX regulations and state law and must report incidents of sexual misconduct (sexual harassment, non-consensual sexual contact, sexual assault, sexual exploitation, sexual intimidation, intimate partner violence, or stalking) about which they become aware to the Title IX office. Please know there are places on campus where you can make a report in confidence. You can find more information about resources on the Title IX website at <https://uh.edu/equal-opportunity/title-ix-sexual-misconduct/resources/>.

Reasonable Academic Adjustments/Auxiliary Aids

The University of Houston is committed to providing an academic environment and educational programs that are accessible for its students. Any student with a disability who is experiencing barriers to learning, assessment or participation is encouraged to contact the Justin Dart, Jr. Student Accessibility Center (Dart Center) to learn more about academic accommodations and support that may be available to them. Students seeking academic accommodations will need to register with the Dart Center as soon as possible to ensure timely implementation of approved accommodations. Please contact the Dart Center by visiting the website: <https://uh.edu/accessibility/> calling (713) 743-5400, or emailing jdcenter@Central.UH.EDU.

The [Student Health Center](#) offers a Psychiatry Clinic for enrolled UH students. Call 713-743-5149 during clinic hours, Monday through Friday 8 a.m. - 4:30 p.m. to schedule an appointment.

The [A.D. Bruce Religion Center](#) offers spiritual support and a variety of programs centered on well-being.

The [Center for Student Advocacy and Community \(CSAC\)](#) is where you can go if you need help but don't know where to start. CSAC is a “home away from home” and serves as a [resource hub](#) to help you get the resources needed to support academic and personal success. Through our [Cougar Cupboard](#), all students can get up to 30 lbs of FREE groceries a week. Additionally, we provide 1:1 appointments to get you connected to on- and off-campus resources related to essential needs, safety and advocacy, and more. The [Cougar Closet](#) is a registered student organization advised by our office and offers free clothes to students so that all Coogs can feel good in their fit. We also host a series of cultural and community-based events that fosters social connection and helps the cougar community come closer together. Visit the CSAC homepage or follow us on Instagram: @uh_CSAC and @uhcupbrd. YOU belong here.

Women and Gender Resource Center

The mission of the [WGRC](#) is to advance the University of Houston and promote the success of all students, faculty, and staff through educating, empowering, and supporting the UH community. The WGRC suite is open to you. Stop by the office for a study space, to take a break, grab a snack, or check out one of the WGRC programs or resources. Stop by Student Center South room B12 (Basement floor near Starbucks and down the hall from Creation Station) from 9 am to 5 pm Monday through Friday.

Academic Honesty Policy

High ethical standards are critical to the integrity of any institution, and bear directly on the ultimate value of conferred degrees. All UH community members are expected to contribute to an atmosphere of the highest possible ethical standards. Maintaining such an atmosphere requires that any instances of academic dishonesty be recognized and addressed. The [UH Academic Honesty Policy](#) is designed to handle those instances with fairness to all parties involved: the students, the instructors, and the University itself. All students and faculty of the University of Houston are responsible for being familiar with this policy.

Excused Absence Policy

Regular class attendance, participation, and engagement in coursework are important contributors to student success. Absences may be excused as provided in the University of Houston [Undergraduate Excused Absence Policy](#) and [Graduate Excused Absence Policy](#) for reasons including: medical illness of student or close relative, death of a close family member, legal or government proceeding that a student is obligated to attend, recognized professional and educational activities where the student is presenting, and University-sponsored activity or athletic competition. Under these policies, students with excused absences will be provided with an opportunity to make up any quiz, exam or other work that contributes to the course grade or a satisfactory alternative. Please read the full policy for details regarding reasons for excused absences, the approval process, and extended absences. Additional policies address absences related to [military service](#), [religious holy days](#), [pregnancy and related conditions](#), and [disability](#).

Recording of Class

Students may not record all or part of class, livestream all or part of class, or make/distribute screen captures, without advanced written consent of the instructor. If you have or think you may have a disability such that you need to record class-related activities, please contact the [Justin Dart, Jr. Student Accessibility Center](#). If you have an accommodation to record class-related activities, those recordings may not be shared with any other student, whether in this course or not, or with any other person or on any other platform. Classes may be recorded by the instructor. Students may use instructor's recordings for their own studying and notetaking. Instructor's recordings are not authorized to be shared with anyone without the prior written approval of the instructor. Failure to comply with requirements regarding recordings will result in a disciplinary referral to the Dean of Students Office and may result in disciplinary action.

Webcams

Access to a webcam is required for students participating remotely in this course. Webcams must be turned on at all times.

Syllabus Changes

Please note that the instructor may need to make modifications to the course syllabus. Notice of such changes will be announced as quickly as possible through Canvas.