

### Courses

#### **Legal Liability Series**

- Conflicts of Interest in the Real Estate Transaction
- Case of Missing Disclosure
- Top 10 Risk Management Issues for Agents/Brokers
- Legal Issues Facing Commercial Brokers
- What's in YOUR Policy Manual
- Real Estate Brokerage Social Media Policies
- When Article 12 and Web 2.0 Collide
- Reputation Management for Real Estate Professionals
- There's a NEW Code in Town

#### Sales Skills Series

- Negotiating with Multi-Cultural Clients
- There is NO Golden Nugget
- Using Absorption Rates and NAR Statistics to Counsel Clients
- Where Have ALL the Good Times Gone?
- You Have 3 Seconds to Make a First Impression
- Developing a Sphere of Influence
- What's YOUR Point of Difference?
- The Future of Real Estate

### **Professional Excellence Series**

- Extreme Customer Service: Real Estate Etiquette
- Exceeding the Seller's Expectations
- Exceeding the Buyer's Expectations
- Insights: Communicating with Your Multicultural Clients
- Effective Risk Management Strategies for the Residential Specialist

## **Designation Courses**

#### **CRS One Day Elective Courses:**

• Extreme Customer Service

#### **CRB Elective Courses:**

 Social Media/Internet Policy and Procedures

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## SRS (Seller's Representative Specialist Designation)

 2 day intensive program on representing the seller. A perfect program for a company trying to create a seller's program

## **Central Texas Personal Assistant Designation Course**

- 4 day program which can be customized to any state to train real estate assistants properly
- Day 1: Agency laws
- Day 2: Professional Etiquette
- Day 3: Code of Ethics and State Forms
- Day 4: MLS Rules and Regulations (taught by local trainer)

#### **Commercial Brokers Summit**

Customized for each board of REALTORS® including presentations on Liability, financing, legislative issues, brokerage ideas, and an inspirational message of positive thinking.

#### **Real Estate Brokers Summit**

Brokers today need all of the help they can get! This full day program will bring in outside speakers to meet your broker's needs.

### **Leadership and Pro Standards**

- There's a NEW Code in Town
- Lead, Follow, or Get Out of the Way...doesn't work any more
- As Professional as you can be
- Are We Teaching the Right Stuff?
- Where Have ALL the Good Times Gone

Don't see what you need? Best Real Estate Trainers is a collaborative group of trainers who are experts in their topic...let us know! We'll bring you the program you need!

#### Webinars

## When Article 12 and Web 2.0 Collide

Article 12 of the Code of Ethics covers the requirement to present a 'true picture' in all advertisements of properties and services. This one hour webinar is able to be customized for your company and agents or for your associates. Available through realestatewebinarlibrary.com

### Social Media Policies and Procedures for Associations and Brokerages

From facebook to Twitter to Linkedin to Video Sites...there is danger out there lurking around every corner. Agents posting 'their' listings, expressing their views on Blogs sites without thinking about what they are saying. 1.5 hrs in length.

These webinars and others are available for association lunch and learn programs as well as for company meetings.

### **Products**

## 1. COMPANY POLICY AND PROCEDURES MANUAL

A Brokers complete policy manual for the company operation in a word document easily edited to fit your company

# 2. Real Estate Social Media Policy and Procedures

**Manual** Brokers do you know where your agents are? Are they complying with the law and Code on the social sites? What policies are in place?

3. **Brokers Implementation Kit for Social Media Policy**Complete Power Point

Presentation for your meetings