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Title: PROFESSIONAL PRACTICE STUDIES  
Status: Definitive  
Code: **6116BEUG** (118019)  
Version Start Date: 01-08-2018  
Owning School/Faculty: Built Environment  
Teaching School/Faculty: Built Environment

Team	Leader
Sarah Buxbaum	Y

**Academic Level:** FHEQ6      **Credit Value:** 24      **Total Delivered Hours:** 63  
**Total Learning Hours:** 240      **Private Study:** 177

### Delivery Options

Course typically offered: Standard Year Long

Component	Contact Hours
Lecture	48
Practical	12

**Grading Basis:** 40 %

### Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Exam	AS1	Closed Book Exam	50	3
Essay	AS2	Essay	50	

### Aims

*To integrate core knowledge and apply theoretical skills to real life scenarios.*

*To develop the student's awareness of their professional and ethical role in the property market.*

*To analyse the importance of professional practice within the legislative background of the construction industry.*

*To consider the roles and responsibilities of professionals within the property industry.*

*To review the application of professional conduct when dealing with clients, instructions and accounts.*

*To analyse the mechanics of the property market in order to develop effective marketing strategies.*

*To appraise innovative concepts and contemporary ideas on the letting and sale of commercial property.*

*To formulate an integrated approach to team building exercises reinforcing transferable skills.*

*To apply practical approaches to dispute procedures within a legislative background.*

*To assess the effect of changing legislation and professional practice on the property market.*

## **Learning Outcomes**

After completing the module the student should be able to:

- 1 Critically evaluate the need for professional standards and regulations and the application of such in a working environment.
- 2 Display a mastery of the complexities of negligence and legal constraints on professional practice.
- 3 Exhibit reasoned professional judgment in the delivery and management of client's accounts.
- 4 Employ a range of specialist professional skills when preparing reports, undertaking inspections and responding to professional requirements.
- 5 Design and implement a strategic approach to the supervision and management of a project within a professional environment utilizing effective communication, presentation and management skills.
- 6 Utilise a tactical and measured approach to commercial lease management, letting, negotiation and termination procedures.
- 7 Organise and plan an effective management and marketing campaign for commercial property.
- 8 Critically analyse and explain the effect of contemporary concepts in valuation and law in conjunction with the mechanics of the property market.
- 9 Systematically and coherently distinguish between the differences of the various dispute resolution techniques and exercise detailed judgment in the provision of technically balanced recommendations utilized to satisfy disputes in real estate property scenarios.

## **Learning Outcomes of Assessments**

The assessment item list is assessed via the learning outcomes listed:

CLOSED BOOK EXAM	1	2	6	8	9
ESSAY	3	4	5	7	

## **Outline Syllabus**

*1. Professional Requirements:*

*RICS Red Book, RICS Bye Laws, Regulations and Rules of Conduct.*

*Roles and Responsibilities of professionals in practice.*

*Ethics and Code of Conduct*

*Life Long Learning*

*Disciplinary Structures and procedures*

*Financial Responsibilities*

*Professional Indemnity*

*2. Professional Negligence.*

*Legal context and contractual duties/Tortious duties*

*Negligence for individuals including QS/REM/PM*

*3. Professional Practice and Clients.*

*Service to clients and managing clients, instructions and standard of service.*

*Confirmation of instructions and terms of engagement.*

*Fee invoicing and fees.*

*Inspections and Surveys*

*Report writing and presentations of advice to the client.*

*4. Marketing and Letting property.*

*Marketing of commercial property, practice and procedure.*

*Production of marketing plans and budgets.*

*Design and production of letting/marketing details and advertisements.*

*Letting of commercial property.*

*Background to lease structures and historical significance of Institutional leases.*

*RICS Code of practice for letting commercial premises.*

*Lease terms and investment potential.*

*Heads of terms letters and justification.*

*5. Rent Reviews*

*Negotiation and interpretation of rent review clauses.*

*Use of comparables and nature of evidence.*

*Use of incentives and interaction at rent review.*

*6. Dispute resolution and Arbitration.*

*Consultants, expert witness roles, and responsibilities*

*Claims against consultants and experts.*

*Pre-action protocols and Alternative Dispute resolution*

*Legal proceedings and options for resolution*

*Adjudication, Litigation, mediation.*

*Arbitration and use at rent review*

*Independent expert v arbitrator*

*Preparation and presentation of arbitration submissions.*

*7. Termination of Commercial Leases*

*Tenant breach and termination of commercial leases.*

*Forfeiture and practice*

*Insolvency and Administration.*

## **Learning Activities**

### LECTURES AND PROJECT WORK

## **Notes**

The module promotes a professional appreciation of the property industry and the nature of professional practice work. It underpins the holistic nature of the programme by providing the necessary links to enable them to apply other modules to the study of professional practice. It draws upon the work base environment and establishes the guidelines and regulations that are the parameters of professional practice.