



REAL ESTATE • PERSONALITY • SPEAKER

Course Name: Code of Ethics Class with Leigh Brown
Instructor: Leigh Brown
Duration of Course: 3 hr (160 instructional minutes)

Timed Outline:

TIME	SUBJECT MATTER/OBJECTIVE
5 min	I. Introduction to the Code and Class
10 min	II. Concepts of the Preamble of the Code of Ethics
10 min	III. Due Process and Code Enforcement
15 min	IV. Professional Standards Enforcement and Resolution Processes A. The Two Functions of the Board/Association in Professional Standards matters. 1. Ethics 2. Arbitration B. The Difference between Ethics and Arbitration C. The Processing of an Ethics Complaint 1. The Grievance Committee - Function and Purpose 2. The Professional Standards Committee - Function and Purpose D. The Processing of an Arbitration Claim 1. The Grievance Committee - Function and Purpose 2. The Professional Standards/Arbitration Committee - Function and Purpose E. Discipline in Ethics Cases
10 min 10 min	V. Exercises and Cases on the Code of Ethics A. Article 1 and related Standards of Practice. B. Article 1 Case Study
>> 10 min	BREAK
10 min 10 min 10 min 10 min 10 min	C. Article 2 and related Standards of Practice. D. Article 2 Case Study E. Article 3 and related Standards of Practice. F. Article 11 and related Standards of Practice G. Article 11 Case Study
>> 10 min	BREAK
25 min 25 min	H. Article 16 and related Standards of Practice. I. Two Case studies on Article 16