

JANUARY 2023

EARN YOUR CONTINUING
EDUCATION CREDITS

**You must register on
your member portal!**



**Buffalo Niagara
Association of REALTORS®**

200 John James Audubon
Parkway, Suite 201, Amherst,
NY 14228

Phone: 716.636.9000

Web: BNAR.org

NOTE:
All Classes Are
Held Hybrid In
Person In The BNAR
Training Room And
Live Distance Via
Zoom Unless Noted

**No Shows will be
charged a fee of
\$25.00**

BNAR EDUCATION Class Schedule

BNAR CAREER CENTER FOR DEVELOPMENT

All BNAR Courses are free to BNAR members for 2023

JANUARY 6 @ 09:30AM-11:30AM **Transaction Desk with Simple Tips**

Instructor: Margaret Fisher

2 Hours of CE Credit

Preparing, Signing and Organization! Learn how to easily create and keep your Transaction files at your fingertips! Keep all your documents in one place, including easy access on your mobile device!

JANUARY 9 @ 9:30 AM-11:00 AM **NEW Hidden Dangers in the Home**

Instructor: John Pusateri

1.5 Hours of CE Credit

This class is to build awareness of the hidden dangers in a home and educate on how to rectify. The more knowledge the agents improves the chances they have moving a sale to a successful closing even if these issues arise.

JANUARY 10 @ 01:00PM-02:30PM **Matrix 1**

Instructor: William Roesser

1.5 Hours CE Credit

This class is a must for the new agent. What is Matrix and how to access Matrix Mobile? There will be a general tour of the Menu bar, home page Widgets and Speed Bar. Learn how to effectively search for different types of listings. How to view the listing results and listing displays. Plus printing, emailing and saving of searches. Search examples will also include Realist tax records and use of Data Co-op. We will also use My Matrix to add contacts, view sent emails and set up your email signature and add an agent photo. How to add and modify your listings including adding photos, open houses and attachments.

JANUARY 11 @ 09:30AM-10:30AM **Recent Legal Matters**

Instructor Matthew Laufer, Attorney

1 Hour CE Credit

Approved for new DOS requirement Overview of the presentation includes: 1) NYS requirements for smoke and carbon monoxide detectors 2) NYS Housing Stability and Tenant Protection Act of 2019 3) Listing agreement requirements including Life Estates, Estates, Trusts, LLCs, Divorces, PoAs, and concerns over mental capacity. 4) Cyber Security, the responsibility of the agent with case study.

JANUARY 11 @ 2:00 PM-4:00 PM **Why Does It Feel Icky? Implicit Bias**

Instructor: miriam treger

2 Hours CE Credit (NEW DOS Requirement for Implicit Bias - Starting September 21)

Explore the bias theme and how a bias affects our brains and hearts. How can we take a breath and make good choices in learning about ourselves and others. What is the danger of closed mindedness and a lack of understanding of others?

JANUARY 13 @ 09:30AM-12:30PM **Current Appraisal and Your Listing**

Instructor: James Knight

3 Hours of CE Credit Appraisal Issues and Your listings, covers FHA/VA requirements for repair items.

Information on the Primary and Secondary Mortgage Markets and will help you be aware of what may affect your listing when the appraisal is performed. It also explains how to get a home ready for an appraisal inspection.



JANUARY 17 @ 01:00PM-02:30PM **Matrix 2**

Instructor: William Roesser

1.5 Hours CE Credit

Pre-Requisite Matrix 1

The focus will be on personalization and customization of your Matrix screens. We will cover setting up specific Hot sheets and the Market Watch. Get your listing information fast with customized results grids. Client Auto Emails and their related Portals will also be covered along with the use of Client Carts, Concierge and scheduling. Related to auto emails will be the ability to track Reverse Prospecting and view listing Hit Counters.

JANUARY 23 @ 09:30AM-12:30PM **Introduction to Real Estate (Orientation)** **- New Members**

Instructor: James Knight

3 Hours CE Credit

The "Orientation Course" is a part of the requirement for membership in the Association of REALTORS®. This course will enlighten the agent to the importance of being a "REALTOR®" and what other benefits membership offers. Other topics are also covered that relate to the real estate business such as "Realtor Safety", "Antitrust Issues," "Ethics, Arbitration & Mediation," "MLS Regulations."

JANUARY 25 @ 9:30 AM-11:30AM **Cultural Competency, Why It Matters to You**

Instructor: miriam treger

2 Hours CE Credit (NEW DOS Requirement for Cultural Competency - Starting September 21).

Understand how other cultures make decisions and how to better communicate for business, negotiation, and conversation. Recognizing one's own cultural beliefs, values and biases is also part of developing cultural competency.

JANUARY 26 @ 9:30 AM-1:00 PM **Code of Ethics with One Hour Agency**

Instructor: Margaret Hartman

Includes the Department of State requirements for Ethical Business Practice and one hour of Agency for your license renewal.

JANUARY 30 @ 9:30 AM-10:30 **Agency**

Instructor: Annabelle Aquilina

2 Hours CE Credit (NEW DOS Requirement for Cultural Competency - Starting September 21).

1 Hour CE Credit Meets the new requirement for 1 hour of Agency for your license renewal.

Course will give an overview of the fiduciary duties, types of agency relationships, dealing with the customer, define substantive contact.

JANUARY 31 @ 01:00PM-02:30PM **Matrix 3**

Instructor: William Roesser

1.5 Hours CE Credit Pre-requisite Matrix 1 & Matrix 2

This class will cover the process of creating a Comparative Market Analysis (CMA). This will include finding the subject property using the Jump To Address option. The map drawing shapes will help with finding nearby comps and then the use of Adjustments for further comparisons. We will also look at various shortcuts, map directions, stats, exports and Quick CMA. Creating mailing labels from Realist and how to create and save advanced tax searches using the Realist My Search