



BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY

School of Business

Program: Marketing Management

Option:

Course Outline Part A

MKTG 4414**Introduction to IC&I Sales
and Property Management**

Hours/Week:	4	Total Hours:	40	Term/Level:	4
Lecture:		Total Weeks:	10	Credits:	2.5
Lab:					
Other:					

Prerequisites**MKTG 4414 is a Prerequisite for:****Course No. Course Name**

None

Course No. Course Name

None

Course Goals**Course Description****Evaluation**

Final Examination	60%	BCIT attendance requirements will be followed. Absences in excess of 10% without written medical excuse will result in being prohibited from completing the course.
Assignments	30%	
Participation	10%	
TOTAL	100%	

Course Outcomes and Sub-Outcomes

Describe the procedures encountered in an IC&I office and outline the unique characteristics of sales and leasing of commercial and industrial properties. Successful completion of this course should also enable the students to successfully challenge the Property Management Option exam administered by UBC. They can subsequently be licensed as property managers of real estate.

Course Record

Developed by: Gary Bailey
Instructor Name and Department (signature)

Date: March 1997

Revised by: _____
Instructor Name and Department (signature)

Date: _____

Approved by: _____
Associate Dean / Program Head (signature)

Start Date: _____



BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY

School of Business

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Option:

Course Outline Part B

MKTG 4414

**Introduction to IC&I Sales
and Property Management**

Effective Date

March 1997

Instructor(s)

Gary Bailey

Office No.: SE6-316
Office Hrs.: as posted

Phone: 6762

Text(s) and Equipment

Required:

Property Management Option Manual published by the University of British Columbia.

Recommended:

Course Notes (Policies and Procedures)

Labs will consist of:

- multiple choice question assignments, done individually.
- feed back assignments, done on a group basis.
- all lectures and labs are on Tuesday except as noted above.



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Schedule

MKTG 4414

**Introduction to IC&I Sales
and Property Management**

Lecture #	Chapter	Topic	Date
1	14 18 19	Commercial & Industrial Property Market Research & Marketing Budgets, Capital Budgets & Accounting	
2		Guest Speaker — Commercial Office Marketing and Leasing Including Types of Contracts & Leases Used in Their Office.	Thursday March 27
3	20 21	Controls, Systems & Forms Maintenance & Repairs	
4		Guest Speaker — Industrial Property Marketing and Leasing Including Types of Contracts & Leases Used in Their Office.	Thursday April 10
5	22 23	Energy Conservation Insurance & Risk Management	
6		Inspection of a High Tech. Building — e.g., BCIT Downtown	April 22
7	24 25 26	Security & Safety Environmental Protection and Hazardous Materials Communications & Ethics in Prop. Management	
8		Inspection of a Project Location or a Development Site	May 6
9		Review	May 12-16
10		Exam	Week of May 19-23