

Course Name	Continuous Professional Development	
Delivery Mode	Face to Face or Distance	
Course Structure	Number of units	Selective- 1
Pre-requisites	N/A	
Course Outcomes	This is a requirement to all license and certificate holders within the real estate industry. This covers increased training, skills development and professionalism annually to ensure you are equipped and competent in the field.	
Course Content: Students are required to complete all of the following units:		
Courses on offer	Details	
Business Practices	<ul style="list-style-type: none"> • Time Management • Managing Agency Performance • Staff Skill Development and Training • Developing Strategic Business Plans • Client Service Strategies 	
Communication skills	<ul style="list-style-type: none"> • Negotiation to Achieve Better Outcomes • Communicate Effectively and Accurately with Clients 	
Ethics and Professional Responsibility	<ul style="list-style-type: none"> • Client Service Strategies 	
Marketing and Quality Control	<ul style="list-style-type: none"> • Personal Marketing Plan 	
Risk Management	<ul style="list-style-type: none"> • Managing Risk in Your Business 	
Sales Practices	<ul style="list-style-type: none"> • Conducting a Sale by Private Treaty 	