

**Accredited Buyer's Representative Designation Course
Timed Outline**

Day One		
Foreword	20 Minutes	
1. Agency Relationships	90 Minutes	
2. Creating an Agency Relationship	165 Minutes	
3. Client and Customer Relationships	200 Minutes	
Day Two		
4. Buyer Service	150 Minutes	
5. Buyer Counseling Session	160 Minutes	
6. Offers and Negotiations	60 Minutes	
7. Building Your Buyer Agency Business	60 Minutes	
Exam	45 Minutes	
Total	950 Minutes	15 hours, 50 minutes

Suggested Time Schedule

Day One		
Foreword	8:00 am - 8:20 am.....	20 Minutes
1. Agency Relationships.....	8:20 am - 9:50 am.....	90 Minutes
Break	9:50 am - 10:00 am.....	10 Minutes
2. Creating an Agency Relationship.....	10:00 am - 12:00 pm.....	120 Minutes
Lunch.....	12:00 pm - 12:45 pm.....	45 Minutes
2. Creating an Agency Relationship.....	12:45 pm - 1:30 pm.....	45 Minutes
3. Client and Customer Relationships.....	1:30 pm - 3:00 pm.....	90 Minutes
Break	3:00 pm - 3:10 pm.....	10 Minutes
3. Client and Customer Relationships.....	3:10 pm - 5:00 pm.....	110 Minutes

Day Two		
4. Buyer Service	8:00 am - 10:00 am.....	120 Minutes
Break	10:00 am - 10:10 am.....	10 Minutes
4. Buyer Service	10:10 am - 10:40 am.....	30 Minutes
5. Buyer Counseling Session	10:40 am - 12:00 pm.....	80 Minutes
Lunch.....	12:00 pm - 12:45 pm.....	45 Minutes
5. Buyer Counseling Session	12:45 pm - 2:05 pm.....	80 Minutes
6. Offers and Negotiations.....	2:05 pm - 2:35 pm.....	30 Minutes
Break	2:35 pm - 2:45 pm.....	10 Minutes
6. Offers and Negotiations.....	2:45 pm - 3:15 pm.....	30 Minutes
7. Building Your Buyer Representation Business	3:15 pm - 4:15 pm.....	60 Minutes
Exam	4:15 pm - 5:00 pm.....	45 Minutes