

**Upcoming Classes**

All classes will be at SILVAR, 19400 Stevens Creek Blvd., Cupertino, unless otherwise indicated. Space is limited, so signing up in advance is always necessary. Call SILVAR at (408) 200-0100 or go to <http://ims.silvar.org/>to register for a course or video viewing unless otherwise indicated.

**Cancellation Policy:** If you cannot attend a class in which you are registered, you may send a substitute in your place. If you cancel your registration less than 72 hours before the class, your registration fee will not be refunded.

**October 23, 2014  
CRE 103: Annual Property Operating Data (ADOP), 1:30 PM-3:30 PM  
Cost: $20 SILVAR members; $50 nonmembers**  
**Instructor: Steven McMurtrie**  
Note: You will need to bring a calculator, preferably a HP 10bll financial calculator  
The ADOP is one of the most popular real estate analysis reports because it gives the real estate analyst a quick evaluation of the rental property's financial performance for the first year of ownership.  
  
**October 27, 2014  
C.A.R. Residential Purchase Agreement, 9:00 AM-11:00 AM  
Cost: $39 members; $50 nonmembers**  
**Instructor: Suzanne Yost**  
Get ready and get educated on the New Residential Purchase Agreement (RPA) form coming in November 2014. This will be a two hour review.

**October 28, 2014  
Advanced Search and Report, 10:00 AM-11:30 AM  
Cost: FREE**  
**Instructor: MLSListings Inc. Staff**  
Not all search tools return the same results. That's because zip code borders don't match to city lines and so on. Learn the features, benefits and limitations of each search tool, and how map search allows you to create accurate search areas on your own.

**October 28, 2014  
Custom Display and Export, 1:00 PM-2:30 PM  
Cost: FREE**  
**Instructor: MLSListings Inc. Staff**  
In this course you will learn how to save time and effort by customizing your Matrix search results for easier reading and more detailed listing information. Make Matrix “work like you work.”

**November 6, 2014  
PRDS Forms Online on Instanet Solutions, 1:30 PM-3:30 PM  
Cost: FREE**  
**Instructor: Robert Johnson**  
Learn about the new PRDS Forms on the Instanet Solutions platform and be able to access your forms anywhere and anytime, from virtually any Internet-connected PC, using both the Internet Explorer or Firefox browsers, and also from Apple computers, using the Safari browser. PRDS forms are available online free of charge as a member benefit to all REALTOR® members of SILVAR and SAMCAR. The class offered for the new PRDS Forms system will demonstrate the procedures to log in, create transactions, fill out the forms online, and then either print or email those forms to a client.  
[LEARN MORE](http://www.silvar.org/userfiles/file/PRDSClassFlyer110614.pdf)

**November 13, 2014  
CRE 104: Investment Analysis & Comparison, 1:30 PM-3:30 PM  
Cost: $20 SILVAR members; $50 nonmembers**  
**Instructor: Steven McMurtrie**  
This will cover measure performance, compare to other investments, decide whether to buy, if so, at what price; and decide to sell; if so, at what price

**November 17 - 21, 2014  
Certified International Property Specialist Institute (CIPS), 8:30 AM-5:00 PM  
Cost: $600**  
**Instructor: David Wyant, CIPS, CRS, GRI, ABR, RSPS, TRC, AHWD, SFR, SRES, MRP, GREEN, e-Pro**  
Cost of the entire CIPS Institute (five courses) is $600. Cost for paperless option is $550. Cost for an individual course (paperless or hard copy) is $150. Members may enroll online at ims.silvar.org. Non-members may register by calling SILVAR at (408) 200-0100. See PDF, which includes the 5-day schedule, more details about the course, and the registration form. [CIPS REGISTRATION FORM](http://www.silvar.org/userfiles/file/CIPSflyer2014-paperlessoption.pdf)  
[CIPS INSTITUTE SPONSORSHIP OPPORTUNITY](http://www.silvar.org/userfiles/file/CIPSInstituteSponsorshipOpportunity.pdf)

**November 24, 2014  
C.A.R. Residential Purchase Agreement, 1:00 PM-5:00 PM  
Cost: $49 membersl $60 nonmembers**  
**Instructor: Suzanne Yost**  
Ensure you're up-to-date with all the 2014 changes that affect you and your clients. The class will cover the RPA clauses step-by-step. Get detailed instructions about how to properly complete and use the RPA form in all of your transactions.

**December 3, 2014  
PRDS Forms Online on Instanet Solutions, 10:30 AM-12:30 PM  
Cost: FREE**  
**Instructor: Robert Johnson**  
Learn about the new PRDS Forms on the Instanet Solutions platform and be able to access your forms anywhere and anytime, from virtually any Internet-connected PC, using both the Internet Explorer or Firefox browsers, and also from Apple computers, using the Safari browser. PRDS forms are available online free of charge as a member benefit to all REALTOR® members of SILVAR and SAMCAR. The class offered for the new PRDS Forms system will demonstrate the procedures to log in, create transactions, fill out the forms online, and then either print or email those forms to a client.  
[LEARN MORE](http://www.silvar.org/userfiles/file/PRDSClassFlyer120314.pdf)

**December 5, 2014  
BRE License Renewal, 9:00 AM-12:00 PM  
Cost: $75 members; $100 nonmembers**  
**Instructor: Duane Gomer**  
Students will receive the 3-hour mandatory courses of agency, ethics, trust funds, fair housing, risk management and a 30-hour consumer protection courses by CD. Instructions for exams will be given at the seminar.