GREENBELT REAL ESTATE ACADEMY

Nine-Hour Update Survey for California Real Estate Licensees

9 credit hours | Survey Course | Correspondence (internet, self-paced)
Course outline: narrative outline and timed outline (10 CCR 3006(c), 3007(g))

DRAFT. This course is in development. Its application to the California Department of Real Estate is being prepared; it is not an approved course. This outline is not an approved course document.

PART 1: NARRATIVE OUTLINE

Prepared under 10 CCR 3006(c), which calls for a narrative outline of at least three pages of about 200 words for each credit hour. This course is 9 credit hours, so this outline is at least 5,400 words. It is given to every student and is available for download from the course dashboard. All scenarios in the course are hypothetical. The course is general education, not legal advice.

Purpose and design of the course

A California real estate license is renewed every four years, and each renewal requires 45 clock hours of approved continuing education (B&P 10170.4; B&P 10170.5). At a licensee's first renewal under subdivision (a) of B&P 10170.5, the mandatory subjects are taken as separate courses: three hours each in ethics, agency, trust fund accounting and handling, fair housing and risk management, two hours in implicit bias training, and, for brokers, three hours in management and supervision. A licensee who has already renewed under subdivision (a) instead completes "a nine-hour update survey course that covers the subject areas specified in paragraphs (1) to (7), inclusive, of subdivision (a)" (B&P 10170.5(b)). This course is that survey. Passing its final examination is what "successful completion" means (B&P 10170.5(d)).

Neither the statute nor the DRE's course guidelines (RE 329, Rev. 6/24) set minutes per subject inside the nine hours, and RE 329 has no guideline for the survey course itself. The course therefore gives each statutory subject its own unit, with at least 50 minutes of content each, in rough proportion to the separate first-renewal courses, and adds time to fair housing so that its required role-plays and reflection can be done properly. The seven units hold 460 minutes of content: Ethics 64, Agency 64, Fair Housing 84, Trust Funds 64, Risk Management 64, Implicit Bias 56, and Management and Supervision 64. Each unit ends with an eight-question quiz that must be passed at 80 percent to unlock the next unit, with explanations and links back to the course text for every question. The final examination has 25 questions drawn from all seven subjects.

Because students have renewed before, the course does not restart each subject from the beginning. It condenses the core rules, points out mistakes experienced licensees still make, and spends extra time on recent change: the 2025 buyer-broker agreement statute and its 2026 regulations, the 2026 rule on digitally altered listing images, the 2026 smoking residue disclosure and data breach notice timing, and the federal fair housing developments of 2025 and 2026. Every legal statement in the course is tied to a statute, regulation, court decision or DRE publication so students can read the source themselves.

Unit 1: Ethics, Professional Conduct and Legal Aspects of Real Estate (64 minutes)

The unit opens by explaining the renewal requirement and how the survey is organized, then turns to the subject B&P 10170.5(a)(1) describes: ethics, professional conduct and legal aspects of real estate, including relevant legislation, regulations, court decisions and information of current interest.

Section 1.2 separates two meanings of "ethics." Trade association codes bind members who agreed to them, but the DRE does not enforce them; the DRE disciplines only unlawful conduct, and, as the DRE's own overview puts it, an unethical act is not necessarily unlawful. The legal duties of a licensee come from the Real Estate Law, the Commissioner's Regulations, the Civil Code, fiduciary duty, court decisions and federal law. B&P 10176 lists grounds for discipline in the course of licensed activity, and B&P 10177 adds grounds that reach beyond it, including dishonest dealing by a licensee acting for his or her own account. The section also explains that the old "Code of Ethics" in Regulation 2785 was repealed after 1996; Regulation 2785 today concerns improper influence of appraisers.

Section 1.3 covers honesty: substantial misrepresentation, false promises, a continued and flagrant course of misrepresentation through licensees, fraud and dishonest dealing, and negligence or incompetence. It stresses that half-truths can misrepresent, that an MLS entry is a representation for which the agent is responsible to anyone injured (Civil Code 1088), and that a simple habit of sorting statements into documented facts, labeled opinions and promises within one's control prevents most honesty problems.

Section 1.4 reviews the duty to inspect and disclose created after Easton v. Strassburger and codified in Civil Code 2079: a reasonably competent and diligent visual inspection of one-to-four-unit residential property and disclosure of what it reveals, measured by the reasonably prudent licensee standard, with stated exclusions and a two-year limit on claims. The Transfer Disclosure Statement cannot be waived, even in an "as is" sale, and the form is a floor, not a ceiling. The section explains the duties every agent owes the other party and the line between keeping a client's confidence and concealing a material fact. Holmes v. Summer (2010) shows that material facts can include transaction risks, such as liens so large that the sale cannot close without lender discounts or seller cash.

Section 1.5 covers conflicts and compensation: secret profits (B&P 10176(g)), options to purchase in listing agreements (B&P 10176(h)), ownership interests when representing a buyer (B&P 10177(o)), dual roles in financing (B&P 10177.6), lender compensation (Reg. 2904), who may pay and be paid (B&P 10137), the "not fixed by law" notices for listing and purchase agreements (B&P 10147.5, including the 2026 correction), exclusive agreements without end dates (B&P 10176(f)), and the federal RESPA ban on referral fees.

Section 1.6 addresses information of current interest. It reviews license disclosure on first point of contact materials (B&P 10140.6; Reg. 2773), unsupported credentials and rankings (B&P 10177(c)), and team names and team advertising (B&P 10159.6; 10159.7). It explains the digitally altered image rule that took effect January 1, 2026 (B&P 10140.8): a visible statement on or next to an altered image and a link to the original, with ordinary lighting and straightening adjustments excluded, and the 2027 change for rental advertising. It closes with appraisal independence under Civil Code 1090.5 and Regulation 2785, contrasting lawful requests (consider additional information, explain, correct errors) with improper influence.

Section 1.7 shows how one act can lead to investigation, administrative discipline, a monetary penalty in place of suspension, civil liability and criminal penalties, and reviews personal conduct duties, including honesty with the DRE about continuing education and the 30-day self-reporting rule (B&P 10186.2). Section 1.8 applies the unit to three hypothetical scenarios: an unpermitted back unit marketed as income property, an option to purchase that the agent plans to exercise after learning that a developer would pay far more, and a team website that claims to be "number one" under a name that suggests an independent brokerage.

Unit 2: Agency Relationships and Duties (64 minutes)

B&P 10170.5(a)(2) requires instruction in agency relationships and duties, including the disclosures to be made and the confidences to be kept. RE 329 asks that the course address in-house sales, cooperative sales, dual agency and buyers brokerage.

Section 2.1 reviews general agency law (Civil Code 2295 and 2298 to 2300), explains that agency can arise from authorization and conduct before any paperwork, and corrects a common confusion about ostensible agency. It then sets out the statutory rule that the broker is the agent, that the broker bears responsibility for the salespersons who act for it, and that a salesperson's duty to any party is equivalent to the broker's (Civil Code 2079.13(a)). A table reviews the definitions that most affect practice, including "buyer," "dual agent," "sale" (which includes leases over one year) and "buyer-broker representation agreement," and the section explains that who pays does not decide whom the agent represents (Civil Code 2079.19).

Section 2.2 distinguishes the fiduciary duty of utmost care, integrity, honesty and loyalty owed to a client from the duties owed to every party: skill and care, honest and fair dealing, and disclosure of known material facts not within the other party's diligent attention and observation (Civil Code 2079.16). It explains what loyalty, disclosure, obedience, care and confidentiality mean in daily work, and draws three lines: a client's financial position and motivation are confidential; price and negotiating information is confidential; material facts about the property are not. It explains duties to an unrepresented party and that a party's choice not to be represented does not make the other party's agent a dual agent (Civil Code 2079.22).

Section 2.3 reviews the two-part disclosure system. Each agent gives the statutory form to its own principal, the seller's agent before the listing is signed and the buyer's agent as soon as practicable before the buyer-broker agreement and the offer, or by the next business day if someone else prepared the offer (Civil Code 2079.14). The agent obtains a signed acknowledgment or writes a declaration of refusal (Civil Code 2079.15), and the relationship is confirmed in the four-line statutory format before or with the contract (Civil Code 2079.17). The section lists the confirmation errors licensees still make.

Section 2.4 explains when dual agency exists, including every in-house sale, how informed written consent is obtained (Civil Code 2079.23), and the dual agent's limits on sharing price-related confidences (Civil Code 2079.21). It describes Horiike v. Coldwell Banker Residential Brokerage Co. (2016), in which the California Supreme Court held that a listing salesperson in a dual-agent brokerage owed the buyer the same fiduciary duty the brokerage owed, and explains what the case did and did not decide. An in-house checklist follows.

Section 2.5 covers cooperative sales: the cooperating broker as buyer's agent or, less commonly, subagent

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of the seller; the cooperating broker's inspection duty in one-to-four-unit sales; the MLS (Civil Code 1087, 1088); the 2024 changes the DRE describes after the national settlement; and the duty to disclose compensation to the buyer.

Section 2.6 is the update on buyer representation. It walks through Civil Code 1670.50: an agreement executed as soon as practicable and no later than the offer; four required terms; the disclosure form first; a three-month maximum except for corporations, LLCs and partnerships; no automatic renewal; written renewals; and voidness for violations. It then explains the DRE's Regulations 2906.1 to 2906.3, effective January 1, 2026: 90 calendar days counted from the day after the last signature; renewals signed before expiration; the rebuttable presumption that a signed agreement is practicable before any in-person or virtual showing; open house hosts as seller's agents; and the scope tied to B&P 10131(a). It closes with the purchase-side compensation notice, the practices the DRE says to avoid, advance fee rules and arbitration clause format. Section 2.7 applies the unit to a trust buyer seeking a six-month agreement, a team chat that leaks a buyer's price position in an in-house sale, a renewal signed after expiration, and a short exercise identifying relationships.

Unit 3: Fair Housing, with the Interactive Participatory Component (84 minutes)

B&P 10170.5(a)(4) requires fair housing instruction with an interactive participatory component in which the licensee role-plays as both a consumer and a real estate professional, and 10 CCR 3015 defines that component as instruction in which the instructor actively involves students through instructor-student or guided student-student interaction. 10 CCR 3017 requires coverage of federal and state fair housing laws and related civil rights laws. Section 3.1 explains these requirements and how the course is designed to meet them: two role-play pairs, a written reflection after each scenario, a unit-level fair housing reflection, and instructor replies through course messaging.

Section 3.2 reviews federal law. The Fair Housing Act protects race, color, religion, sex, familial status, national origin and handicap, with the 1988 amendments adding disability and familial status. The section defines those terms, including protection for pregnant persons, and notes HUD's withdrawal of its 2021 documents on sexual orientation and gender identity, while California law expressly protects those characteristics. It lists prohibited conduct, including discriminatory terms and statements, false unavailability, blockbusting, steering, and discrimination in lending, appraisal and brokerage services. It explains the exemptions and why using a licensee ends the single-family exemption, enforcement deadlines and remedies, the status of disparate impact law in 2026, the Civil Rights Act of 1866 (42 U.S.C. 1981 and 1982) and the Americans with Disabilities Act as it applies to offices and commercial facilities.

Section 3.3 covers California law, which is broader. Under FEHA a broker or salesperson is an "owner," and California protects many more classes, including source of income, which includes housing vouchers. The section explains FEHA's prohibited practices, especially aiding and abetting; intent and discriminatory effect under Gov. Code 12955.8; the income-standard and credit-history rules for subsidized applicants; the Unruh Act and its remedies; senior housing; the Disabled Persons Act; limits on immigration status inquiries; criminal history rules; restrictive covenant notices and the modification process; and the CRD's one-year complaint deadline.

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Section 3.4 covers the DRE's own rules: discipline for discrimination in licensed activity (B&P 125.6), the conduct listed in Regulation 2780, and panic selling (B&P 10177(l); Reg. 2781). It stresses that a client's instruction is never a defense and gives a practical method to answer neighborhood, school and safety questions without steering. It covers advertising, including words, images, media placement, digital targeting and the DRE's March 2026 advisory on AI tools.

Section 3.5 explains disability rules: what may be asked, reasonable accommodations as changes to rules and reasonable modifications as physical changes, the CRD's interactive process rules, assistance animals in 2026 (California still requires accommodation of support animals), and the limits on conditions an owner may impose on a modification. Section 3.6 covers fair lending and redlining (Fair Housing Act, ECOA, Holden Act, HMDA, Reg. 2780(x)), the Fair Appraisal Act notice in every sales contract, lawful ways to challenge an appraisal, the federal changes of 2025 and 2026, the VAMA, and Civil Code 1710.2.

Sections 3.7 and 3.8 are the role-plays. In the first pair, the student plays a pregnant buyer whose higher offer loses after the seller learns about her family, and then the listing salesperson whose seller wants to reject that family's offer. In the second pair, the student plays a tenant who uses a wheelchair and asks for an assigned parking space and an exterior ramp, and then the property manager who must answer the requests and the owner's unlawful conditions. Each scenario branches, gives feedback grounded in the law at every choice, and ends with a reflection the instructor reviews. Section 3.9 is the fair housing reflection, in which the student describes one concrete change to his or her own practice, and a unit summary.

Unit 4: Trust Fund Accounting and Handling (64 minutes)

B&P 10170.5(a)(3) requires a course in trust fund accounting and handling, and RE 329 lists its topics. Section 4.1 explains what trust funds are, using the DRE's guide (RE 13), and the three places they may go: the owner, a neutral escrow, or a trust account in the broker's name as trustee, not later than three business days after receipt by the broker or salesperson (B&P 10145; Reg. 2832). It explains the salesperson's duty to deliver funds immediately, how to count business days cautiously, the rules for holding an offeror's check uncashed, and how to identify who owns the funds before and after acceptance.

Section 4.2 covers advance fees: the definition, submission of materials to the Commissioner before use, deposit as trust funds, limits on withdrawal, verified quarterly accountings, and the treble damages and criminal presumption for misuse. Section 4.3 covers the account itself: title and location; who may sign and the written authorization required; fidelity bond or insurance for unlicensed signatories, with a worked deductible example; the six conditions for an interest-bearing account; and the ban on bank inducements, with its narrow exceptions.

Section 4.4 explains commingling and its two practical exceptions, the $200 bank charge cushion and the 25-day rule for the broker's undisputed share of mixed funds, with a worked date example. It defines aggregate trust fund liability as the total of positive beneficiary balances, explains why negative balances are not deducted, and states the shortage rule in Regulation 2832.1 and RE 13's six prevention procedures.

Section 4.5 covers records: the Reg. 2831 record of all trust funds with its seven elements and daily balance, the record of funds forwarded without deposit, the narrow exception for small checks to service

providers, the Reg. 2831.1 separate record for each beneficiary, computerized systems, supporting documentation, three-year retention and the ban on altering records. Section 4.6 walks through the two monthly reconciliations and a worked exercise in which a property management account reconciles to the bank and yet is short because one owner's record is negative. Section 4.7 applies the rules to property management (rents, security deposits, owner reserves and fees), to brokers who act as escrow holders (next-business-day deposit, prohibited acts and the annual report), and to DRE audits, using the DRE's published audit figures and findings. Section 4.8 sets out the five consequences RE 329 lists (license discipline, receivership, civil liability, tax liability and criminal sanctions) and applies the unit to an unidentified electronic rent payment, a refund paid before a deposit cleared, and a bank's offer of perks.

Unit 5: Risk Management (64 minutes)

B&P 10170.5(a)(5) requires a course in risk management that includes principles, practices and procedures calculated to avoid errors and omissions. Section 5.1 defines risk, frequency, severity, exposure, errors and omissions, explains the four responses (avoid, reduce, transfer, retain), and states the objective standard of care in Civil Code 2079.2. It addresses risk management and the consumer: consumers' access to information, their demand for value, licensees as custodians of public trust, and fiduciary responsibility.

Section 5.2 explains the legal theories behind claims: negligence, negligent misrepresentation, intentional misrepresentation and concealment, constructive fraud, breach of fiduciary duty, breach of contract, unfair competition under B&P 17200, and the statutory disclosure duties. It explains vicarious liability: the salesperson, the broker and the designated officer can each be liable, and the independent contractor label does not reduce obligations to the public.

Section 5.3 treats disclosure as a risk system: the TDS termination clock and the Section III condition, protection for transmitting public agency and expert information with ordinary care, natural hazard disclosures and 2026 changes to the seismic mapping statutes, the new smoking residue disclosure (Civil Code 1102.6k), and the federal lead-based paint rules that apply to agents and to pre-1978 rentals.

Section 5.4 covers contracts and the unauthorized practice of law, referral fees under RESPA and B&P 10177.4, the DRE and DFPI joint bulletin on commission disbursement authorizations, basic antitrust rules on commission rates, and predatory lending rules. Section 5.5 turns the DRE's wire fraud and business email compromise alerts into an office procedure, explains seller impersonation and vacant land scams and the DRE's verification tips, addresses impersonation of licensees and of the DRE, and covers reasonable data security, the 30-day breach notice rule effective in 2026, and the DRE's AI advisory.

Section 5.6 covers documentation as the best defense, an official written risk management policy as RE 329 recommends, errors and omissions insurance (which California does not require of licensees as such), what to do when a claim arrives, the Consumer Recovery Account, mediation, arbitration clauses, attorney's fees and limitation periods, the DRE's Complaint Resolution Program, and association grievance and arbitration processes. Section 5.7 explains how DRE enforcement works, including citations and their deadlines, presents the DRE's own list of most common violations and selected enforcement statistics, and applies the unit to a roof that was never inspected, a breakfast conversation about commission rates, and a stolen laptop holding client Social Security numbers.

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Unit 6: Implicit Bias Training (56 minutes)

B&P 10170.5(a)(6) requires a component on the impact of implicit, explicit and systemic bias on consumers and the historical and social impacts of those biases, and actionable steps licensees can take to recognize and address their own implicit biases. Section 6.1 explains the requirement and the DRE's topic list, defines implicit bias as an automatic association that can influence action without intent, and describes common types: in-group favoritism, stereotyping, confirmation bias, the halo effect, anchoring and attribution bias, each with a real estate example.

Section 6.2 explains identity and the "default" client that each person carries, and presents the Implicit Association Test and the scientific debate about what it predicts, including the cautions of Project Implicit itself. The course does not ask students to take the test; it focuses on behavior and systems because research shows attitude change is hard to sustain. Section 6.3 explains explicit bias, with examples that become prohibited conduct if a licensee carries them out, and systemic bias, defined as unequal outcomes produced by how practices operate, which California law recognizes through its discriminatory effect standard.

Section 6.4 covers historical and social impacts. It describes the Home Owners' Loan Corporation maps and the origin of the term redlining, quotes the 1938 FHA Underwriting Manual's instructions on race, and presents the research debate about how much each program changed lending. It explains racially restrictive covenants, Shelley v. Kraemer and Barrows v. Jackson, why discriminatory CC&Rs still appear in records, and California's history with the Unruh Act, the Rumford Act, Proposition 14 and Reitman v. Mulkey, along with the 1924 real estate Code of Ethics. It summarizes research on impacts in housing searches, wealth, education, the workplace and appraisals, lists current practices that can reproduce unequal outcomes, and maps the history to today's rules, including Regulations 2780 and 2781.

Sections 6.5 and 6.6 present actionable steps. Individual strategies start with each licensee's decision points and five habits: pause, individuate, run the swap test, widen experience and review one's own data. Bias override uses if-then plans, scripts and language review. Protocols set the same steps and criteria for every client at each decision point and create records of equal treatment. Perspective taking is taught with a caution from the research: imagine the client's experience, then ask the client directly. Institutional strategies include office protocols, assigned responsibility, data review, testing, broader marketing, technology review and a complaint channel. Section 6.7 applies the steps to open house follow-up and a lead-scoring tool.

Unit 7: Management and Supervision (64 minutes)

B&P 10170.5(a)(7) describes a course in the management of real estate offices and supervision of licensed activities that includes B&P 10159.7(a) and 10164. Because the survey covers paragraph (7) for every licensee, salespersons also study how supervision works and how to be effectively supervised. Section 7.1 explains the vocabulary of supervision, the duty in B&P 10177(h) and 10159.2, the full text of Regulation 2725 with its seven areas, scale rule, monitoring system and delegation limit, and liability for associates' acts, including the guilty knowledge rule in B&P 10179 and the DRE's warnings about absentee designated officers.

Section 7.2 builds the office system: written policies organized around Regulation 2725, the

broker-salesperson agreement required by Regulation 2726, DRE notices when licensees join or leave, address and contact changes, license status tracking, debarment screening with quarterly checks, and onboarding and offboarding checklists, including the discharge statement required by B&P 10178. Section 7.3 covers document review systems, regular and consistent reports, record retention and inspection, the ban on altering records, and electronic records under Regulations 2729 and 2729.5.

Section 7.4 explains corporate brokerages and the designated officer, board resolutions assigning supervision (Reg. 2743), broker associates and partnerships, the definite place of business and branch office licenses, branch and division managers under B&P 10164 (written contract, DRE notice, eligibility limits, and continuing broker responsibility), and team names, team advertising and salesperson-controlled fictitious business names. Section 7.5 covers supervision of advertising, including loan advertising under B&P 10235, 10235.5 and 10236.4; broker oversight of trust funds; and familiarizing salespersons with anti-discrimination law. Section 7.6 covers unlicensed assistants and property management staff under B&P 10131.01 and Regulation 2724, remote and distributed offices in light of the DRE's statement that a brokerage cannot be fully virtual, AI tools, and restricted licensees, including the broker's certification of close supervision. Section 7.7 reviews the DRE's enforcement tools, two public enforcement records citing B&P 10177(h), and scenarios on a team leader's payroll, a coworking desk with an informal branch manager, and a remote office that reviews files only after closing.

Assessments, records and completion

Each unit ends with an eight-question quiz. Students need 80 percent to unlock the next unit and may retake after reviewing the linked sections. The final examination opens only after all instruction time, both role-play pairs, the four role-play reflections, the fair housing reflection and all seven quizzes are complete, and after the student signs a statement under penalty of perjury and presents accepted identification. The examination has 25 questions, no more than two true or false, one minute per question, a 70 percent passing score, open book limited to the course text, and one retake on a separate form with different questions. Quiz questions are not reused on the examination. The final examination also waits until the instructor has accepted the reflections. Completion certificates are issued as soon as the final examination is passed (10 CCR 3006(n) allows up to 15 days), and registration and examination records are kept for five years.

Learning outcomes by unit

Unit 1, Ethics. After this unit the student can explain why license discipline rests on unlawful conduct rather than association codes; identify the main sources of a licensee's duties; recognize substantial misrepresentation, false promises, a flagrant course of misrepresentation through licensees, fraud and negligence; apply the inspection and disclosure duties of Civil Code 2079 and the TDS law, including in "as is" sales; recognize transaction risks as material facts; list the conflicts and compensation arrangements that require written disclosure; apply the license disclosure, team advertising and altered image rules to current marketing; describe appraisal independence; and explain how discipline, civil liability and criminal penalties can follow from one act.

Unit 2, Agency. After this unit the student can identify the broker as the agent and explain how an associate's duties equal the broker's; explain how agency can arise from conduct; distinguish fiduciary

duties to a client from duties to all parties; keep confidences without concealing material facts; deliver the disclosure form at the right time to the right principal and complete the confirmation correctly; recognize in-house dual agency and obtain informed written consent; apply the dual agent's limits on price information and the Horiike holding; describe the cooperating broker's role and compensation disclosure; and comply with Civil Code 1670.50 and Regulations 2906.1 to 2906.3, including the 90-day count, renewals and the showing presumption.

Unit 3, Fair Housing. After this unit the student can name the federal and California protected classes; recognize steering, blockbusting, discriminatory advertising, false unavailability and redlining; explain why exemptions rarely apply when a licensee is involved; apply FEHA, the Unruh Act, the Disabled Persons Act, the source of income rules, immigration status limits, criminal history rules and restrictive covenant duties; apply Regulations 2780 and 2781 and refuse discriminatory instructions; handle accommodation and modification requests; explain fair lending, the Fair Appraisal Act notice and lawful appraisal challenges; describe the federal changes of 2025 and 2026; and, through the role-plays, describe each situation from both the consumer's and the licensee's side.

Unit 4, Trust Funds. After this unit the student can distinguish trust funds from non-trust funds; place funds where and when the law requires; handle offeror checks and advance fees; set up a trust account with proper title, signatories, bond coverage and interest arrangements; avoid bank inducements; recognize commingling and apply the $200 and 25-day exceptions; compute aggregate trust fund liability and identify shortages and overages; keep the records required by Regulations 2831, 2831.1 and 2831.2; perform both monthly reconciliations; apply the rules to property management and broker escrows; prepare for a DRE audit; and describe the consequences of violations and conversion.

Unit 5, Risk Management. After this unit the student can define basic risk terms and the standard of care; identify the legal theories behind claims and how liability reaches brokers and officers; run disclosures as a provable system and apply the 2026 disclosure changes and the lead rules; stay within the real estate license and avoid referral fee, antitrust and lending problems; turn the DRE's fraud alerts into office procedures; protect personal information and apply the breach notice timing; keep defensible records; describe an office risk policy, E&O coverage questions and dispute resolution options; and describe how the DRE enforces the law.

Unit 6, Implicit Bias. After this unit the student can define implicit, explicit and systemic bias and name common types of implicit bias; explain the role of identity and what the IAT does and does not show; describe the history of federal lending standards, redlining, restrictive covenants and California's own fair housing history; describe documented impacts on housing, wealth, education and work; connect that history to Regulations 2780 and 2781; and apply individual strategies, bias override, protocols, perspective taking and institutional strategies to his or her own practice.

Unit 7, Management and Supervision. After this unit the student can state the supervision duty of responsible brokers and designated officers and the limits of supervision; build written policies, agreements and onboarding and offboarding procedures; review transactions and keep records that meet the law; apply the rules for corporations, branches, branch and division managers and teams; supervise advertising, trust funds and fair housing compliance; supervise assistants, remote work, AI tools and restricted licensees; and describe the DRE's enforcement tools for supervision failures.

Recent legal changes covered in this course

Because a survey course is an update, the course gathers in one place the changes that affect practice in the current renewal cycle. Each is taught in the unit shown, with its source.

- Buyer representation (Unit 2). AB 2992 (Stats. 2024, ch. 516), effective January 1, 2025, added Civil Code 1670.50 and the purchase-side "not fixed by law" notice. AB 1521 (Stats. 2025, ch. 200) corrected that notice's wording effective January 1, 2026. The Commissioner's Regulations 2906.1 to 2906.3 took effect January 1, 2026, defining the 90-day term, the renewal rule, the presumption that a signed agreement is practicable before any showing, and the scope of the requirement.
- Continuing education statute (Unit 1). SB 774 (Stats. 2025, ch. 786) amended B&P 10170.5 effective January 1, 2026, removing an obsolete cross-reference without changing the subjects.
- Digitally altered images (Units 1, 3 and 7). B&P 10140.8, added by AB 723 (Stats. 2025, ch. 497), took effect January 1, 2026. AB 2025 (Stats. 2026, ch. 572) adds a rental advertising counterpart in Civil Code 1940.11 and narrows 10140.8 for long-term leaseholds, effective January 1, 2027.
- Disclosures (Unit 5). Civil Code 1102.6k, the smoking residue disclosure, took effect January 1, 2026. SB 831 changed the earthquake and seismic hazard map review timeline. Gov. Code 51182.4 on ember-resistant zones took effect October 13, 2025.
- Data breaches (Unit 5). SB 446 (Stats. 2025, ch. 319) set a 30-calendar-day deadline for notifying affected California residents of a data breach, effective January 1, 2026.
- Security deposits (Unit 4). Civil Code 1950.5 was amended for 2026 by AB 414 (Stats. 2025, ch. 340); students are directed to the current text.
- Fair housing (Units 3 and 6). HUD withdrew a series of guidance documents effective September 2025, published proposals to remove its disparate impact rule in 2026 (still proposals as of November 18, 2026), and issued narrower assistance animal enforcement guidance in May 2026. California law did not change, and the CRD has stated that California still requires accommodation of support animals. AB 2563 (Stats. 2026, ch. 952) broadens the definition of sex discrimination in California law effective January 1, 2027.
- DRE guidance (Units 3, 5 and 7). The DRE's 2025 and 2026 advisories on the most common enforcement violations, vacant land and impersonation scams, the cite and fine program and artificial intelligence are summarized where they apply.
- Holidays and deadlines (Unit 4). Changes to the Government Code holiday list effective January 1, 2027 affect business-day counts.

How the interactive component and reflections are reviewed

The interactive participatory component is built so that the student acts, receives feedback, writes, and hears back from the instructor. In each of the two role-play pairs the student first plays the consumer and then the licensee in the same hypothetical situation. At every decision point the student chooses what to say or do, the scenario responds to that choice, and the feedback explains the rule that makes the choice better or worse, with its citation. Some choices lead to a problem that the student must then repair, which mirrors how mistakes happen in practice. Every scenario ends with an outcome and a short written reflection of 75 to 200 words, saved to the student record. The unit ends with a fair housing reflection of

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150 to 400 words in which the student names a rule, cites it and describes a concrete change to his or her own practice, and asks the instructor a question.

The instructor reads every reflection and replies through course messaging within the stated number of business days, answering the student's question and commenting on the plan. A reflection that is blank, off topic or below the minimum length is returned for revision. Students may also message the instructor at any time during the course. The final examination does not open until the instructor has accepted all five reflections, and the certificate is issued as soon as the student passes it, well within the 15-day period the regulations require.

How to use this course in practice

The course is designed so that each unit leaves the student with something to use. Unit 1 gives a habit for sorting statements into facts, opinions and promises, and a checklist for advertising and team materials. Unit 2 gives an in-house dual agency checklist and a calendar method for buyer-broker agreement terms and renewals. Unit 3 gives a three-part method for neighborhood questions, a written approach to offer letters, and a model response to accommodation requests. Unit 4 gives a deposit timeline, a reconciliation routine and a pre-disbursement balance check. Unit 5 gives an office wire fraud procedure, a seller verification routine and a claims response sequence. Unit 6 gives if-then plans, scripts and a protocol table for every decision point. Unit 7 gives onboarding and offboarding checklists, a document review design and a team control system. Students are encouraged to adapt these tools with their responsible broker, because the broker's written policies govern how they are used in each office.

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PART 2: TIMED OUTLINE

Credit hours requested: 9 (one credit hour = 50 minutes of instruction; 10 CCR 3006(a))

Prepared for 10 CCR 3007(g): every topic, subtopic, interactive role-play, unit quiz and the final examination, with allocated minutes. The platform enforces these minutes with navigation time locks: a student cannot advance past a section until its minimum time has elapsed; a role-play section cannot be completed until the student has played both the consumer-role and the licensee-role scenario to an ending and submitted the written reflection for each; and the final examination does not open until all instruction time, both role-play pairs, the fair housing reflection and all seven quizzes are complete (10 CCR 3006(g), (o); 10 CCR 3007.3(j)(2)).

Minute totals

Component	Minutes
Course content (Units 1 to 7)	460
of which: interactive participatory component (two role-play pairs, 2 x 10, plus the fair housing reflection, 5)	25
Unit quizzes (7 x 6 minutes)	42
Total instruction (content + incremental assessments)	**502**
Final examination (25 questions x 1 minute)	25
Total course time including final examination	**527**

Content alone (460 minutes) meets the 450 minutes required for 9 credit hours (50 minutes per credit hour; 10 CCR 3006(a)) before quizzes and the final examination are counted.

Minutes per subject

B&P 10170.5(b) requires the survey to "cover" the subject areas of paragraphs (1) to (7) and sets no minutes per subject. RE 329 (Rev. 6/24) has guidelines for each separate subject course but none for the survey course, and the DRE's 2026 publications describe the survey only as covering the seven mandatory subjects. This course therefore gives each subject its own unit, with at least 50 minutes of content each, allotted roughly in proportion to the separate first-renewal courses (three hours each; two hours for implicit bias), with extra time for fair housing so its two role-play pairs and reflection fit.

Unit	Subject (B&P 10170.5)	Paragraph	Content minutes	Share of content
1	Ethics, Professional Conduct and Legal Aspects of Real Estate	(a)(1)	64	14 percent
2	Agency Relationships and Duties	(a)(2)	64	14 percent
3	Fair Housing, with the interactive participatory component	(a)(4)	84	18 percent
4	Trust Fund Accounting and Handling	(a)(3)	64	14 percent
5	Risk Management	(a)(5)	64	14 percent
6	Implicit Bias Training	(a)(6)	56	12 percent
7	Management and Supervision	(a)(7)	64	14 percent
All			**460**	

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Subject and RE 329 topic map

Statutory component or RE 329 topic	Where taught
(a)(1) Ethics: relevant legislation, regulations, articles, reports, studies, court decisions, treatises and information of current interest; conduct that could violate B&P 10176 and 10177	1.2, 1.3, 1.4, 1.5, 1.6, 1.7
(a)(1) Court decisions and practical examples	1.4, 1.8
(a)(2) Agency relationships, duties, disclosures and confidences; required forms (Civil Code 2079 and following)	2.1, 2.2, 2.3
(a)(2) RE 329: in-house sales, cooperative sales, dual agency, buyers brokerage	2.4, 2.5, 2.6
(a)(4) Fair housing: federal and state laws on sale and leasing (10 CCR 3017(a))	3.2, 3.3
(a)(4) Civil rights and anti-discrimination laws relevant to real property transactions (10 CCR 3017(b)): 42 U.S.C. 1981, 1982; ADA; Unruh; Disabled Persons Act	3.2, 3.3
(a)(4) RE 329: redlining, advertising, refusing to show, blockbusting, steering; B&P 125.6; Regs. 2780 and 2781	3.2, 3.4, 3.6
(a)(4) RE 329: ECOA, Holden Act, HMDA, VAMA, Civil Code 1710.2, Fair Appraisal Act	3.6
(a)(4) Interactive participatory component, role-play as both consumer and licensee (10 CCR 3015)	3.1, 3.7, 3.8, 3.9
(a)(3) Trust fund topics: trust and non-trust funds, owners of funds, advance fees, accounts, withdrawals, interest, commingling, liability, records, reconciliation, documentation, audits, consequences, sample transactions	4.1, 4.2, 4.3, 4.4, 4.5, 4.6, 4.7, 4.8
(a)(5) Risk management: concepts, probability, standard of care; legal theories; vicarious liability	5.1, 5.2
(a)(5) RE 329: common areas of risk and high-risk examples (disclosure, contracts, RESPA, referrals, antitrust, predatory lending, fraud, privacy)	5.3, 5.4, 5.5
(a)(5) RE 329: risk reduction, consumer, legal responsibility, dispute resolution, DRE discipline	5.1, 5.6, 5.7
(a)(6)(A) Impact of implicit, explicit and systemic bias on consumers; historical and social impacts	6.1, 6.2, 6.3, 6.4
(a)(6)(B) Actionable steps to recognize and address one's own implicit biases	6.5, 6.6, 6.7
(a)(6) RE 329: types of implicit bias, identity, IAT, explicit bias examples, impacts on education, workplace, economics and housing, current practices, fair housing laws, discriminatory CC&Rs, Regs. 2780 and 2781	6.1, 6.2, 6.3, 6.4
(a)(6) RE 329: individual strategies, bias override, protocols, perspective taking, institutional strategies	6.5, 6.6
(a)(7) Management and supervision: B&P 10159.2; Regs. 2724, 2725, 2725.5, 2726, 2743; policies and systems; transaction and document review; reports	7.1, 7.2, 7.3
(a)(7) RE 329: records (B&P 10148; Regs. 2729, 2729.5); trust funds (B&P 10145; Regs. 2830 to 2836); advertising (B&P 10140.6, 10159.5, 10235, 10235.5, 10236.4); anti-discrimination familiarization	7.3, 7.5
(a)(7) Statute and RE 329: B&P 10164 branch and division managers; B&P 10159.7 teams; restricted licensees; Commissioner's decisions on B&P 10177(h)	7.4, 7.6, 7.7

Not counted in instruction time (administrative steps before the course starts): reading the General Information Page before registration (10 CCR 3007(f)), acknowledging the DRE disclaimer (10 CCR 3006(l)), and course orientation. Not counted at the end: identity verification and signing the statement under penalty of perjury before the final examination (10 CCR 3006(o); 10 CCR 3007.05), and the course evaluation notice (10 CCR 3006(i)).

Unit 1: Ethics, Professional Conduct and Legal Aspects of Real Estate (64 minutes + 6-minute quiz)

Section / subtopic	Minutes
1.1 Welcome: The Survey Requirement and How This Course Works	**6**
Who takes this course	2
What an update survey is, and is not	2
How the course works	2
1.2 Where a Licensee's Duties Come From	**8**
Ethics rules and legal rules	2.5
The sources of a California licensee's legal duties	4
What happened to the old "Code of Ethics" regulation	1.5
1.3 Honesty: Misrepresentation, False Promises, Fraud and Negligence	**9**
Substantial misrepresentation: B&P 10176(a)	2.5
False promises and a flagrant course: B&P 10176(b), (c)	2
Fraud and dishonest dealing: B&P 10176(i) and 10177(j)	1
Negligence and incompetence: B&P 10177(g)	1
MLS entries are representations: Civil Code 1088	1
A habit that prevents most honesty problems	1.5
1.4 Inspection, Disclosure and Transaction Risk	**10**
The statutory duty to inspect and disclose	4
The Transfer Disclosure Statement	2
Duties owed to the other party	1
Material facts are not only physical: Holmes v. Summer	3
1.5 Loyalty, Conflicts of Interest and Compensation	**10**
Personal interests that must be disclosed	4.5
Who may pay and who may be paid: B&P 10137	1.5
The "not fixed by law" notices: B&P 10147.5	1.5
Exclusive agreements need an end date: B&P 10176(f)	0.5
Referral payments: federal law	2
1.6 Information of Current Interest: Advertising, Altered Images and Appraisal Independence	**10**
License disclosure in advertising	2
Credentials, rankings and team names	2
Digitally altered images (new January 1, 2026)	3.5
Appraisal independence: Civil Code 1090.5 and Regulation 2785	2.5
1.7 Enforcement and Personal Conduct	**5**
Conduct outside a transaction	5
1.8 Applying the Rules: Scenarios and Unit 1 Summary	**6**

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Scenario 1.A: The back unit (hypothetical)	1.5
Scenario 1.B: The option in the listing (hypothetical)	1.5
Scenario 1.C: The "number one" team (hypothetical)	1.5
Unit 1 summary	1.5
Unit 1 Quiz (8 questions, remediation)	**6**

Unit 2: Agency Relationships and Duties (64 minutes + 6-minute quiz)

Section / subtopic	Minutes
2.1 Agency in a Brokerage: Who Is the Agent and When Agency Begins	**8**
General agency law in four sentences	3.5
The broker is the agent	1.5
Definitions that change daily practice	2
Who pays does not decide whom you represent	1
2.2 The Duties: Fiduciary Duty, All-Party Duties and Confidences	**10**
Two levels of duty	2.5
What the fiduciary duty requires in practice	2
Confidences: three lines to keep straight	3
Duties to an unrepresented party	1.5
How the discipline statutes enforce agency duties	1
2.3 Disclosure and Confirmation	**9**
Who delivers the form, to whom and when	5
The confirmation	2.5
Errors that keep showing up	1.5
2.4 Dual Agency, In-House Sales and Horiike	**10**
When dual agency exists	1
Knowledge and consent	2
A dual agent's confidences	1.5
Horiike v. Coldwell Banker Residential Brokerage Co. (2016)	4.5
In-house checklist	1
2.5 Cooperative Sales and Compensation Sharing	**7**
The cooperating broker's role	2.5
The MLS	1.5
What changed in 2024 and 2025	1
Disclosing compensation	2
2.6 Buyer Representation Today: Civil Code 1670.50 and Regulations 2906.1 to 2906.3	**12**
Civil Code 1670.50 in one table	3.5
Regulation 2906.1: counting the term	1.5
Regulation 2906.2: the presumption about showings	2.5

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Regulation 2906.3: when an agreement is required	1.5
The listing side, for comparison	0.5
Compensation conversation and fee structures	2.5
2.7 Applying the Rules: Scenarios and Unit 2 Summary	**8**
Scenario 2.A: The family trust buyer (hypothetical)	1.5
Scenario 2.B: The team chat (hypothetical)	1.5
Scenario 2.C: The renewal that came late (hypothetical)	1
Practice 2.D: Which relationship? (hypothetical)	1.5
Unit 2 summary	2.5
Unit 2 Quiz (8 questions, remediation)	**6**

Unit 3: Fair Housing, with the Interactive Participatory Component (84 minutes + 6-minute quiz)

Section / subtopic	Minutes
3.1 The Fair Housing Requirement and How the Role-Plays Work	**4**
What the law requires	2
How the interactive component works in this course	2
3.2 Federal Fair Housing Law	**12**
Protected classes and key definitions	2.5
Prohibited conduct (42 U.S.C. 3604 to 3606, 3617)	2.5
Exemptions, and why a licensee removes them	2
Enforcement and remedies	1.5
Discriminatory effect in 2026	1.5
The Civil Rights Act of 1866 and the ADA	2
3.3 California Fair Housing Law	**13**
FEHA: licensees are "owners"	2.5
What FEHA prohibits	3
Source of income	2
The Unruh Act, senior housing and the Disabled Persons Act	3
Immigration status, criminal history and restrictive covenants	2
CRD enforcement	0.5
3.4 The DRE's Rules: Discrimination, Panic Selling, Steering and Advertising	**11**
Two sources of license discipline	4.5
Panic selling (blockbusting)	1.5
Steering and equal professional service	1.5
Advertising, digital targeting and AI	3
Broker supervision	0.5

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3.5 Disability: Accommodations and Modifications	**8**
Questions about disability	1
Reasonable accommodations: a change in a rule	3
Assistance animals in 2026	1.5
Reasonable modifications: a physical change	2.5
3.6 Fair Lending, Fair Appraisal and the 2026 Landscape	**8**
Financing and redlining	3
The Fair Appraisal Act notice	2
Federal fair housing policy in 2026	1.5
VAMA and Civil Code 1710.2	1.5
3.7 Interactive Role-Play 1: The Offer Letters	**10**
SV-RP1C: consumer role, with written reflection	5
SV-RP1L: licensee role, with written reflection	5
3.8 Interactive Role-Play 2: The Parking Space and the Ramp	**10**
SV-RP2C: consumer role, with written reflection	5
SV-RP2L: licensee role, with written reflection	5
3.9 Fair Housing Reflection and Unit 3 Summary	**8**
Fair housing reflection, written and submitted for instructor review (10 CCR 3015)	5
Unit 3 summary	3
Unit 3 Quiz (8 questions, remediation)	**6**

Unit 4: Trust Fund Accounting and Handling (64 minutes + 6-minute quiz)

Section / subtopic	Minutes
4.1 Trust Funds: What They Are, Where They Go and How Fast	**9**
What this subject covers	2
Trust funds and non-trust funds	1.5
Three places, three business days	4
Holding an offeror's check, and who owns the funds	1.5
4.2 Advance Fees: Special Trust Funds	**5**
Advance Fees: Special Trust Funds	5
4.3 The Trust Account: Setup, Signatories, Interest and Inducements	**8**
Setup	1.5
Who may sign	2.5
Interest-bearing accounts	2.5
No inducements from the bank	1.5
4.4 Commingling and Trust Fund Liability	**7**
Commingling	3.5
Trust fund liability	1.5

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Shortages: Reg. 2832.1	2
4.5 Records: Regs. 2831 and 2831.1, Documentation and Retention	**9**
Record 1: all trust funds received and paid out (Reg. 2831)	2
Funds never deposited	2
Record 2: a separate record for each beneficiary or transaction (Reg. 2831.1)	2
Other systems	1
Documentation and retention	2
4.6 Reconciliation and Shortages in Practice	**9**
The two monthly reconciliations	3.5
Exercise 4.A: Finding the shortage (hypothetical)	4
Why the books can "balance" and still be short	1.5
4.7 Property Management, Broker Escrows and DRE Audits	**8**
Property management	2.5
Broker escrows	2.5
DRE audits	3
4.8 Consequences, Scenarios and Unit 4 Summary	**9**
The five consequences RE 329 lists	3.5
Scenario 4.A: The rent that arrived without a name (hypothetical)	1.5
Scenario 4.B: The quick refund (hypothetical)	1
Scenario 4.C: The bank's "partner program" (hypothetical)	1
Unit 4 summary	2
Unit 4 Quiz (8 questions, remediation)	**6**

Unit 5: Risk Management (64 minutes + 6-minute quiz)

Section / subtopic	Minutes
5.1 Risk Management Concepts and the Standard of Care	**8**
What this subject requires	1.5
Terms	3
The standard of care	1.5
Risk management and the consumer	2
5.2 The Legal Theories Behind Claims, and Who Is Liable	**9**
Who can be liable: vicarious liability	9
5.3 Disclosure Risk: TDS, Hazards, Lead and the 2026 Changes	**10**
The TDS clock	3
Information from public agencies and experts	1
Natural hazards	2.5
New for 2026: smoking residue (Civil Code 1102.6k)	1.5
Lead-based paint (pre-1978 housing)	2

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5.4 Contracts, Referrals, Antitrust and Lending	**8**
Contract familiarity and the unauthorized practice of law	2.5
Referral fees and kickbacks	3.5
Basic antitrust	1
Predatory lending	1
5.5 Fraud, Identity, Privacy and AI	**9**
Wire fraud and business email compromise	3
Seller impersonation and property ownership	3
Privacy and data security	2
AI tools	1
5.6 Records, Office Policy, Insurance and Disputes	**10**
Documentation is your best defense	2
An official risk management policy	2.5
Errors and omissions insurance	2.5
Mediation, arbitration, lawsuits and self-regulation	3
5.7 DRE Enforcement Trends, Scenarios and Unit 5 Summary	**10**
How enforcement works	1.5
What the DRE says it acts on	2.5
Scenario 5.A: The roof nobody inspected (hypothetical)	1.5
Scenario 5.B: The networking breakfast (hypothetical)	1
Scenario 5.C: The laptop in the car (hypothetical)	1.5
Unit 5 summary	2
Unit 5 Quiz (8 questions, remediation)	**6**

Unit 6: Implicit Bias Training (56 minutes + 6-minute quiz)

Section / subtopic	Minutes
6.1 The Requirement and What Implicit Bias Is	**9**
What the law requires	3
A working definition	2.5
Types of implicit bias	3.5
6.2 Understanding Identity and the Implicit Association Test	**8**
Understanding identity	2.5
What the IAT measures	1
The research debate	4.5
6.3 Explicit Bias and Systemic Bias	**7**
Explicit bias	3
Systemic bias	4
6.4 Historical and Social Impacts of Bias	**12**

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Federal housing finance in the 1930s and redlining	2.5
Restrictive covenants and the courts	2
California's own history	2
Social impacts today: housing, wealth, education and work	3
Current practices that can reproduce unequal outcomes	1
Where the history ended up in today's rules	1.5
6.5 Actionable Steps, Part 1: Individual Strategies and Bias Override	**9**
What the evidence says works	2.5
Individual strategies, including addressing your own bias	3
Bias override: aligning behavior with conscious values	3.5
6.6 Actionable Steps, Part 2: Protocols, Perspective Taking and Institutional Strategies	**8**
Protocols that direct behavior	3.5
Perspective taking and empathy	2
Institutional strategies	2.5
6.7 Applying the Steps: Scenarios and Unit 6 Summary	**3**
Scenario 6.A: The open house sign-in sheet (hypothetical)	1
Scenario 6.B: The lead-scoring tool (hypothetical)	1
Unit 6 summary	1
Unit 6 Quiz (8 questions, remediation)	**6**

Unit 7: Management and Supervision (64 minutes + 6-minute quiz)

Section / subtopic	Minutes
7.1 The Supervision Duty and the Broker's Liability	**9**
Why every renewing licensee studies this	2.5
The vocabulary	1.5
The duty	1
Regulation 2725	2
Liability for associates' acts	2
7.2 The Office System: Policies, Agreements, Onboarding and Offboarding	**9**
Written policies, rules, procedures and systems	2
The broker-salesperson agreement	1
DRE notices and license status	3
Debarment screening	1.5
Onboarding and offboarding	1.5
7.3 Document Review, Reports and Records	**9**
Reviewing transactions and documents	3
Regular and consistent reports	1
Records	5

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7.4 Corporations, Branch Offices, Managers and Teams	**11**
Corporate brokerages and the designated officer	2.5
Broker associates and partnerships	1
The definite place of business and branch offices	1
Branch and division managers: B&P 10164	3
Teams and fictitious business names: B&P 10159.7 and related rules	3.5
7.5 Supervising Advertising, Trust Funds and Fair Housing Compliance	**9**
Advertising (Reg. 2725(e))	5
Trust funds (Reg. 2725(d))	2.5
Familiarizing salespersons with anti-discrimination law (Reg. 2725(f))	1.5
7.6 Assistants, Remote Work, AI and Restricted Licensees	**9**
Unlicensed assistants	3.5
Remote and distributed offices	2
AI tools	1
Restricted licensees	2.5
7.7 Enforcement, Scenarios and Unit 7 Summary	**8**
Enforcement tools for supervision failures	3
Scenario 7.A: The team leader's payroll (hypothetical)	1.5
Scenario 7.B: The coworking desk (hypothetical)	1
Scenario 7.C: The review that came too late (hypothetical)	1
Unit 7 summary	1.5
Unit 7 Quiz (8 questions, remediation)	**6**

Final examination

Item	Minutes
Final examination, Form A (25 questions, 1 minute each, timed, open book limited to the course text)	25
Retake if needed, Form B (25 different questions), taken at a later session; not added to the course total	(25)

Check sums

Unit	Content	of which role-play and reflection	Quiz	Unit total
1	64	0	6	70
2	64	0	6	70
3	84	25	6	90
4	64	0	6	70
5	64	0	6	70
6	56	0	6	62
7	64	0	6	70

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Units total	**460**	**25**	**42**	**502**
Final examination				25
Course total				**527**

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