CONDOMINIUM MANAGEMENT FUNDAMENTALS COMPETENCY EXAM BLUEPRINT

DOMAIN: 1. PROFESSIONAL RELATIONSHIPS AND CONDUCT

	COMPETENCY		SUBJECT LEARNING OUTCOME	SUBJECT L.O. BLOOM'S LEVEL		SPECIFIC LEARNING OUTCOME	SPECIFIC L.O. BLOOM'S LEVEL	EXAM WEIGHT
1.1	FULFILL PROFESSIONAL DUTIES AND RESPONSIBILITIES	1.1.2	Assess different types of property ownership.	Evaluate	1.1.1.1	Summarize the history of condominium ownership.	Understand	2
					1.1.1.2	Compare and contrast the types of property ownership available in Alberta.	Analyse	
					1.1.1.3	Compare and contrast the different types of communal living.	Analyse	
					1.1.1.4	Compare and contrast the structure of condominium, cooperative,	Analyse	
						and community association developments.	,	
					1.1.1.5	Compare and contrast the different types of condominiums.	Evaluate	
		1.1.2	Explain how condominium corporations function.	Analyse	1.1.2.1	Define the term "condominium corporation".	Remember	2
					1.1.2.2	Define the term "condominium unit".	Remember	
					1.1.2.3	Define the term "common property".	Remember	
					1.1.2.4	Summarize how a condominium corporation is structured.	Understand	
					1.1.2.5	Explain how condominium unit ownership operates.	Understand	
					1.1.2.6	Describe the benefits of condominium ownership.	Understand	
		1.1.3	Assess the foundations of condominium management.	Evaluate	1.1.3.1	Describe the history of condominium management in Alberta.	Understand	1
					1.1.3.2	Summarize the role of condominium management education and licensing requirements.	Understand	
					1.1.3.3	Explain the need for condominium management education.	Analyse	
					1.1.3.4	Explain the need for condominium management licensing.	Analyse	
					1.1.3.5	Compare and contrast the different corporation management	Analyse	
						business models: 1) Self managed, 2) Professionally managed, 3)	, ,	
						Partially managed.		
					1.1.3.6	Compare and contrast the different business models <u>condominium</u> <u>managers</u> may use to provide services to <u>corporations</u> .	Analyse	
		1.1.4	Compare and contrast property management and condominium management.	Analyse	1.1.4.1	Differentiate condominium management services from property management services.	Analyse	2
		1.1.5	Outline the responsibilities the <u>CPA</u> imposes on corporations, boards, owners, and others.	Analyse	1.1.5.1	Define key terms in the <u>CPA</u> .	Remember	5
					1.1.5.2	Define implied easements.	Remember	
					1.1.5.3	Explain the purpose of electing the first board.	Understand	
					1.1.5.4	Explain how the <i>Builder's Lien Act</i> impacts units and common property.	Understand	
					1.1.5.5	Describe the powers of the Minister and penalties associated with CPA breaches.	Understand	
					1.1.5.6	Explain the structure, function, and composition of a <u>corporation</u> .	Analyse	
					1.1.5.7	Outline voting rights, proxies, and the voting process that affect a corporation.	Analyse	
					1.1.5.8	Outline bylaw purpose, scope, and restrictions.	Analyse	
					1.1.5.9	Outline the processes by which initial <u>bylaws</u> are repealed or replaced.	Analyse	
					1.1.5.10	Outline the bylaw amendment process.	Analyse	1
					1.1.5.11	Outline the sanctions boards may establish for breaches of the	Analyse	
						bylaws.	,	
					1.1.5.12	Outline the purpose, scope and restrictions of <u>corporation</u> rules and how to effect changes.	Analyse	
					1.1.5.13	Outline the powers and duties imposed on corporations.	Analyse	
					1.1.5.14	Compare and contrast corporation and owner building damage related settlement obligations.	Analyse	
					1.1.5.15	Outline <u>corporation</u> activities related to court processes and remedies.	Analyse	

	ı						1
				1.1.5.16	Outline municipal or public authority right of entry requirements.	Analyse	
				1.1.5.17	Explain <u>board</u> obligations and requirements including registration requirements.	Analyse	
	1.1.6	Determine how the <u>REA</u> imposes responsibilities on condominium management licensees.	Evaluate	1.1.6.1	Define conduct deserving of sanction.	Remember	5
		condominant management nechoces.		1.1.6.2	Explain the purposes of the RECA Board.	Understand	
				1.1.6.3	Describe the composition of the RECA Board.	Understand	
				1.1.6.4	Describe RECA Board's obligation to make bylaws and RECA's	Understand	
					business public, including posting annual reports.		
				1.1.6.5	Explain the purpose of the Industry Councils.	Understand	
				1.1.6.6	Describe how Industry Councils are composed.	Understand	
				1.1.6.7	Describe the Industry Councils' powers and responsibilities.	Understand	
				1.1.6.8	Describe the licensing requirements for persons who trade in real estate as real estate brokers.	Understand	
				1160		Understand	
				1.1.6.9	Describe the licensing requirements for persons who deal in	Understand	
				4.4.6.40	mortgages as a mortgage brokers.	U. d. ote d	
				1.1.6.10	Describe the licensing requirements for persons who deliver	Understand	
				1.1.6.11	property management services.	l la danata da	
				1.1.6.11	Describe the licensing requirements for persons who deliver	Understand	
				1.1.5.13	condominium management services.		
				1.1.6.12	Describe the exemptions to the licensing provisions under the <u>REA</u>	Understand	
					and under the <u>CPA</u> .		
				1.1.6.13	Describe the fines associated with conducting business that	Understand	
					requires a licence without a licence.		
				1.1.6.14	Describe the requirements of licensees associated with the solicitation, acceptance, and receipt of money.	Understand	
				1.1.6.15	Describe the prohibition preventing charging and suing for	Understand	
					commissions if the persons provided services requiring a license		
					without a license.		
				1.1.6.16	Describe the production order powers of the Registrar and of	Understand	
					investigators appointed by the Registrar.		
				1.1.6.17	Describe the powers of the Registrar to issue Administrative	Understand	
					Penalties and the process to appeal Administrative Penalties.		
				1.1.6.18	Summarize the offences under which people may be prosecuted	Understand	
				4.4.6.40	and the possible sanctions.	U. d. oto d	
				1.1.6.19	Describe orders to cease carrying on business and their appeal processes.	Understand	
				1.1.6.20	Describe how Hearing and Appeal panels are appointed.	Understand	
				1.1.6.21	Describe the process associated with the service of documents.	Understand	
				1.1.6.22	Describe the RECA Board and Industry Councils' time extention	Understand	
					powers for licensee requirements under REA and the bylaws or		
					directions by any person under their authority under REA.		
				1.1.6.23	Describe the processes associated with an application for a lifetime	Understand	
					ban from being able to become licensed again.		
				1.1.6.24	Describe the publication provisions related to licensing, conduct	Understand	
					deserving of sanction, and other enforcement actions or decision.		
				1.1.6.25	Describe RECA's powers associated with the enforcement and	Understand	
					collection of fines or costs.		
				1.1.6.26	Describe the purpose and activities of the Alberta Real Estate Foundation.	Understand	
				1.1.6.27	Describe the Minister's powers associated with the conduct of	Understand	
				1.1.0.27	RECA, the <u>RECA Board</u> or an Industry Council.	Uniderstand	
				1.1.6.28	Describe the immunity provisions to the Minister, an official	Understand	
					administrator, the RECA, the <u>RECA Board</u> or an Industry Council, a		
					member, officer or employee of the RECA.		
				1.1.6.29	Use key terms associated with the REA.	Apply	1

			1.1.6.30	Outline RECA Board's bylaw creation responsibilities.	Analyse	
			1.1.6.31	Compare and contrast the role and responsibilities of the Executive Director and the Registrar.	· ·	
			1.1.6.32	Outline the complaint process related to conduct deserving of sanction.	Analyse	
			1.1.6.33	Outline the investigation process related to conduct deserving of sanction.	Analyse	
			1.1.6.34	Outline the decision making process related to conduct deserving of sanction.	Analyse	
			1.1.6.35	Outline the appeals process related to conduct deserving of sanction.	Analyse	
			1.1.6.36	Outline the Registrar's powers to conduct periodic inspections,	Analyse	
1.1.	7 Outling the requirement and requirement like a factor of the	Amakina	1.1.7.1	issue receiving orders, and orders freezing assets.	l la da sata a d	-
1.1.	Outline the requirements and responsibilities imposed by the <u>Rules</u> on all licensees.	Analyse		Describe the key definitions under the <u>Rules</u> .	Understand	5
			1.1.7.2	Describe the various classes of condominium management licences issued by the Registrar.	Understand	
			1.1.7.3	Describe when licences expire, when they must be renewed, and when they are terminated.	Understand	
			1.1.7.4	Clarify which licenses are affected by a lifetime licensing ban.	Understand	
			1.1.7.5	Describe the eligibility requirements for brokerages.	Understand	
			1.1.7.6	Describe the eligibility and education requirements for individuals.	Understand	
			1.1.7.7	Describe the conditions under which the Registrar may grant education requirements' exemptions.	Understand	
			1.1.7.8	Describe the obligations imposed on prospective licensees and	Understand	
			1.1.7.0	licensees by the Education Code of Conduct for Learners during the		
				pre-licensing and re-licensing education process.		
			1.1.7.9	Describe when a Registrar licensing eligibility opinion is not binding.	. Understand	
			1.1.7.10	Describe the duty notify the Registrar of license application related information changes.	Understand	
			1.1.7.11	Explain the brokerage registration requirement for associates and associate brokers.	Understand	
			1.1.7.12	Describe the Registrar's powers to place conditions or restrictions on licences.	Understand	
			1.1.7.13	Describe the requirement of licensees to meet re-licensing education requirements before renewing a licence.	Understand	
			1.1.7.14	Describe the licence application requirements.	Understand	
			1.1.7.15	Describe prohibitions associated with being registered to multiple	Understand	1
				brokerages.		
			1.1.7.16	Explain when the Registrar can refuse, suspend, or cancel a licence and how these decisions can be appealed.	Understand	
			1.1.7.17	Explain the conditions or events that licensees must report to the Registrar and the associated time lines.	Understand	
			1.1.7.18	Distinguish the circumstances that make individuals ineligible to become licensed.	Analyse	
			1.1.7.19	Outline how prospective licensees may request the Registrar's opinion regarding their licensing eligibility.	Analyse	
			1.1.7.20	Outline the benefits of seeking the Registrar's licensing eligibility opinion.	Analyse	
			1.1.7.21	Outline the responsibilities imposed by the Rules on licensees.	Analyse	
			1.1.7.22	Outline the prohibitions imposed by the Rules on licensees.	Analyse	
			1.1.7.23	Outline the condominium manager brokerage's service agreement responsibilities.	Analyse	
			1.1.7.24	Outline condominium management service agreement content requirements.	Analyse	
			1.1.7.25	Outline licensee client information protection responsibilities under	Analyse	
				the <u>Rules</u> .	,	

				1.1.7.26	Explain licensee referral related responsibilities.	Analyse	
				1.1.7.27	Differentiate licensee responsibilities and permissable unlicensed	Analyse	
					assistant responsibilities.	,	
	1.1.8	Determine the requirements and responsibilities imposed by the <u>Rules</u> on all condominium manager licensees.	Evaluate	1.1.8.1	Describe condominium manager broker delegation related duties and responsibilities.	Understand	5
				1.1.8.2	Describe condominium management brokerage trust account	Understand	
					obligations related to trust account reconciliation, negative trust		
					account balances, trust fund shortage funding requirements, and		
					trust shortage Registrar notification requirements.		
				1.1.8.3	Describe the requirement to provide annual accounting reports to the Registrar.	Understand	
				1.1.8.4	Describe the obligations condominium manager brokerages have	Understand	
				1.1.0.4	towards corporations when administering the <u>corporation's</u> accounts.	Onderstand	
				1.1.8.5	Describe the obligations condominium manager brokerages have	Understand	
				1.1.0.5	towards <u>corporations</u> when administering <u>corporations</u> accounts.	Onderstand	
				1.1.8.6	Describe the requirements under which a brokerage may accept	Understand	
					and disburse corporation funds collected through electronic		4
					deposits.		A
				1.1.8.7	Describe a a condominium management brokerage's corporation	Understand	
					investment management obligations.		A
				1.1.8.8	Describe condominium management brokerage obligations and	Understand	
					restrictions related to comingling trust funds, and the payment of		
					condominium management brokerage expenses or commissions		
					from the condominium manager brokerage's trust account.		
					from the condominant manager brokerage 3 trust account.		
				1.1.8.9	Describe condominium management brokerage insurance	Understand	
					requirements.		
				1.1.8.10	Outline the responsibilities of condominium management	Analyse	
					brokerages.		
				1.1.8.11	Outline condominium management brokerage prohibitions.	Analyse	
				1.1.8.12	Outline condominium management broker prohibitions.	Analyse	
				1.1.8.13	Compare and contrast condominium manager associate broker	Analyse	
					specific and condominium manager broker specific duties and responsibilities.		
				1.1.8.14	Outline condominium management broker, associate broker, and	Analyse	
					associate basic obligations to the corporation imposed by the	1,	4
					Rules.		4
				1.1.8.15	Outline owner disclosure obligations to a corporation for	Analyse	4
				1.1.3.13	condominium management brokers, associate brokers, and	1,50	4
					associates.		A
				1.1.8.16	Outline the duties condominium management brokers, associate	Analyse	4
				1.1.6.10	brokers, and associates owe to a corporation when acting under	Allalyse	4
					the Exemption Regulation.		A
				1.1.8.17	Explain condominium management brokerage record keeping and	Analyse	
				1.1.0.17	conversation requirements.	Allalyse	
				1.1.8.18	Outline the periodic and financial reporting brokerages are required	Analyse	
				1.1.5.10	to provide corporations.		
				1.1.8.19	Outline condominium management brokerage trust account	Analyse	
					obligations.		
				1.1.8.20	Explain condominium management brokerage trust account record keeping requirements.	Analyse	
				1.1.8.21	Determine role specific prohibitions for condominium management	Evaluate	4
					brokers, associate brokers, and associates.		
				1.1.8.22	Determine electronic deposit and trust fund transfer related	Evaluate	4
					requirements.		

Section of the control or summarium of the control		1.1.9	A	Ct-	1.1.9.1	Describes a linear control of the set of the	l la danstand	le l
Describe the developed and provided management with the provided by the provided provided		1.1.9	Assemble the duties owed to a corporation in a	Create	1.1.9.1	Describe a licensees' duty to act consistently in accordance with	Understand	5
whom they are in mon-representation relationship. 11.9.4 Describe the infinite on authority representation relationships. 11.9.4 Describe the infinite on authority representation relationship in the content of			representation relationship.		1 1 0 2		Undorstand	
1.10 Searche de limition ou autority regardine, spacely to contract. Ordentated					1.1.9.2	· ·	Understand	
1.1.55 Souther thorw representation relectionship Ordentarid					_	Describe types of authority in representation relationships.	Understand	
1.156 Describe the element of a preparentizion relationship of understand					1.1.9.4		Understand	
1.19.6 Describe from representation relationship and the resident obligations in a generation relationship of indemnification, representation of the company of the property of					1.1.9.5		Understand	
Describe client collegations in a representation relationship of indemnification, requiremental and disclosure in a normal disclosure in a normal disclosure in an administration in an appearance is setting. 11.9.8 Describe the collegations had continue to clients after a Understand in the collegation and continue to clients after a Understand in a compared the continue to clients after a Understand in a continue to continue the continuent the cont					_			
indeminification, regumeration, and disclosure in a condominium interagement setting. Describe the obligations that continue to clients after a condominium management and the continue to clients after a condominium management and the continue to clients after a condominium management and the continue to clients after a condominium management and the continue to c					_			
International Content of the Conte								
1.1.9.8 Describe the obligations that continue to clients after a purpose representation relationship is and some definition in one representation and interest in consequent to clients in one representation relationships and some definition in one representation relationships and some definitionships and some definitionships and some definition in one representation relationships and some definition in one representation relationships and some definition in one representation relationships and some definition in the respect of the representation relationships and some definition in a complete some definition of the representation relationships and some definition in a complete some definition of the representation relationships and some definition in a complete some definition of the representation relationships and some definition in a complete some definition of the representation relationships and some definition in a complete some definition of the representation relationships and some definition in a complete some definition and								
1.1.9.9 Compare and contrast the duties words to clients in representation. Analyse electrochaps and non-clients in one-presentation in evidenchaps. 1.1.9.10 (Compare and contrast the duties word to document representation relationships in evidenchaps. 1.1.9.11 (Compare and contrast of contrast co					1.1.9.8	Describe the obligations that continue to clients after a	Understand	
estationahips, and to non-clients in non-representation relationships. 1.19.10 Outline a licensee's duty to document representation relationships. 1.19.11 Assess when the various types of representation authority are alloyed in writing. 1.19.12 Compty with the general obligations to clients so exercise care and Apply opportune in condominium management. 2.19.13 Compty with the general obligations to clients so exercise care and Apply opportune in condominium management per condominium management per condominium management per condominium management. 3.19.13 Compty with the prempted foliagations to clients, tost and public obligations of clients, tost and exercise, and perform mandate in a condominium management setting. 3.19.13 Compty with the primptical foliagation of clients, tost apply and confidential information property in a condominium management setting. 3.11.10 Work within the ecope of brokerage's policies and procedures. 3.11.11 Assess condominium management setting. 3.11.11 Assess condominium management setting. 4.11.11 Assess condominium management setting. 5.11.12 Assess condominium management setting. 5.11.13 Compty and contracts engigence, reclusions, and interest condominium management setting. 6.11.11 Assess condominium management setting. 7.11.11 Assess condominium management setting. 8.11.11 Compty and contracts engigence, reclusions, and interest per condominium management setting. 8.11.11 Compty and contracts engigence, reclusions, and interest per condominium management setting. 9.11.11 Compty and contracts engigence, reclusions, and interest per condominium management. 1.11.12 Compty and contracts engigence, reclusions, and interest per condominium management. 1.11.12 Compty and contracts engigence, reclusions, and interest per condominium management. 1.11.12 Compty and contracts engigence, reclusions, and interest engineers, reclusions. 1.11.12 Compty and contracts engigence, reclusions, and interest engineers, reclusions, and analyse of the per condominium managemen					1100		A b	
1.9.10 1.9.10 1.9.11 Asses when the various types of representation authority are appropriate in condominum management. 1.9.11 Asses condominum management exercises illustration of the condominum management exercises illustrations. In the condominum management exercises illustrations illustratio					1.1.5.5	relationships and to non-clients in non-representation	Allalyse	
1.1.9.11 Asses when the various types of representation authority are appropriate in condominium management. 1.1.9.12 (comply with the general obligations to clients to exercise care and Apply skill, act horsely, negotiate favourable terms, maintain conflorentiatly, disclose information, act in person, obey lawful instructions, and perform mandate in a condominium management conflorentiatly, disclose information, act in person, obey lawful instructions, and perform mandate in a condominium management conflorentiatly, disclose information, act in person, obey lawful instructions, and perform mandate in a condominium management incents fruit and conflorence, best interests, unroat topulty, not make secret profits, and handle conflorential information properly in a condominium management setting. 1.1.10 (work within the scope of brokenage's policies and procedures.) 1.1.11 Assess condominium manager licensee' liability. Evaluate 1.1.11 Assess condominium manager licensee' liability. Evaluate 1.1.11 (compare and contrast negligence, recklessness, and intent. Analyze 1.1.11 (compare and contrast a condominium management setting. 1.1.11 (compare and contrast a condominium management setting.) 1.1.11 (compare and contrast a condominium management setting.) 1.1.11 (compare and contrast a condominium management setting.) 1.1.11 (compare and contrast a condominium management setting. 1.1.11 (compare and contrast repligence, recklessness, and intent. 1.1.11 (compare and contrast in explication studies). 1.1.11 (compare and contrast in explication and place to a studies). 1.1.11 (compare and contrast in explication and place to a studies). 1.1.11 (compare and contrast in explication and place to a studies). 1.1.11 (compare and contrast in explication and place to a studies). 1.1.11 (comp					1 1 0 10	•	Analyse	
1.19.12 Compty with the general obligations to calination to exercise care and Apply skill, act honesty, negotiate fravourable terms, maintain confidentiality, disclose information, act in peace, one by lawful instructions, and perform mandate in a condominium management setting. 1.19.13 Comply with the principles of fluctuary obligation to clients, trust and confidence, best interests, sumosi lovely nor make secret profits, and handle confidential information properly in a condominium management setting. 1.11.10 Work within the scope of brokerage's policies and procedures. 1.11.11 Assess condominium manageril leanage is policies and procedures. 1.11.11 Assess condominium manageril leanage is policies and procedures. 1.11.12 Compare and contrast neglector, redelessness, and intent. 1.11.13 Compare and contrast setting, and intent. 1.11.14 Compare and contrast setting, and intent. 1.11.15 Compare and contrast setting, and intent. 1.11.16 Compare and contrast setting, and intent. 1.11.17 Compare and contrast setting intensee's civil Analyse and regulatory liability in others setting intensee's civil Analyse and regulatory liability in condominium management itensee's civil Analyse and regulatory liability in condominium management itensee's civil Analyse and regulatory liability in condominium miningement itensee's civil Analyse condominium management agency relationships. 1.11.12 Assess condominium management agency relationships. 1.11.12 Describe specific Authority as it relates to condominium management itensee's civil analyse in the various errors and omissions coverage to address civil ability in condominium management itensee's civil analyse in the various errors and omissions coverage to address civil ability in condominium management itensee's civil analyse in relates to condominium management itensee's civil analyse in relates to condominium management practice and general law. 1.11.12 Describe specific spationship in condominium management practice and agency law. 1.11.13 Outline how to cr						in writing.		
1.19.12 (Comply with the general obligations to clients to exercise care and skill, act horsely, negotiate foururable terms, maintain confidentially, disclose information, act in person, obey lawful instructions, and perform mandate in a condominium management setting. 1.19.33 (Comply with the principles of fluciary obligation to clients, trust. Apply and confidence, best interests, utmost loyalty, not make secret profits, and handle confidential information properly in a condominium management setting. 1.11.10 Work within the scope of brokerage's policies and procedures. 1.11.11 Assess condominium manager licensees' liability. 1.11.12 Explain how and when a licensee becomes personally liabile to a third party. 1.11.13 (Compare and contrast negligence, recklessness, and intent. 1.11.14 (Compare and contrast a condominium management licensees's civil and regulatory liability in diverse situations. 1.11.15 (Compare and contrast a condominium management licensees's civil and regulatory liability in diverse situations. 1.11.14 (Explain civil lability arising from condominium management licensees's civil Analyse condominium management licensees's civil and regulatory liability in diverse situations. 1.11.15 (Outline the various errors and omissions coverage to address civil liability in condominium management. 1.11.15 (Outline the various errors and omissions coverage to address civil liability in condominium management. 1.11.12 (Describe General Authority as it relates to condominium management practice and agency law. 1.11.12 (Describe Experse Authority as it relates to condominium management practice and agency law. 1.11.12 (Describe Experse Authority as it relates to condominium management practice and agency law. 1.11.13 (Outline the role and responsibilities of a licensee under self- Analyse regulation. 1.11.13 (Outline how to create an agency relationship in condominium management practice and agency law. 1.11.13 (Outline how to create an agency relationship in condominium management practice					1.1.9.11		Analyse	
skill, act honestty, negotiate favourable terms, maintain confidentiality, disclose information, act in person, obey lawful instructions, and perform mandate in a condominum management setting. 1.1.9 13 a Comply with the principles of fiduciary obligation to clients, trust apply of the principles of fiduciary obligation to clients, trust apply and conditione, best interests, utmost tolyalty, not make server profits, and handle confidential information properly in a condominium management setting. 1.1.10 Work within the scope of brokerage's policies and procedures. 1.1.11 Assess condominium manageries setting. 1.1.12 Assess condominium manageries setting. 1.1.13 Compare and contrast negligence, recklessness, and intent. 1.1.14 Explain how and when a licensee becomes personally lable to a hankyce and regulatory lability in deverse situations. 1.1.12 Compare and contrast negligence, recklessness' civil Analyse and regulatory lability in deverse situations. 1.1.13 Outline the virious certification with a state of the process of the different condominium management process of the d								
confidentiality, disclose information, at in person, obey lawful instructions, and perform mandate in a condominium management setting. 1.9.13 1.9.13 1.9.13 1.9.14 1.1.10 Work within the scope of brokerage's policies and procedures. 1.1.11 Assess condominium management setting. 1.1.11 Assess condominium management setting. 1.1.11 Assess condominium management setting. 1.1.11 Compare and contrast negligence, recklessness, and intent. 1.1.12 Compare and contrast negligence, recklessness, and intent. 1.1.12 Compare and contrast negligence, recklessness, and intent. 1.1.13 Compare and contrast negligence, recklessness, and intent. 1.1.14 Compare and contrast negligence, recklessness, and					1.1.9.12	- · · ·	Apply	
Instructions, and perform mandate in a condominium management setting. 1.1.9.13 Comply with the principles of induciary obligation to clients, trust and confidence, best interests, urinnot loyalty, not make severed profits, and handle confidential information property in a condominium management setting. 1.1.10 Work within the scope of brokerage's policies and procedures. 1.1.11 Assess condominium manager licensees' liability. 1.1.11 Explain the importance of following the brokerage's policies and procedures. 1.1.11 Explain tow and when a licensee becomes personally liable to a fixed party. 1.1.12 Compare and contrast negligence, recklessness, and intent. 1.1.13 Compare and contrast negligence, recklessness, and intent. 1.1.14 Explain cetal liability arising from condominium management licensee's civil Analyse and regulatory liability in diverse situations. 1.1.14 Explain cetal liability arising from condominium minagement licensee's civil Analyse and regulatory liability in diverse situations. 1.1.15 Outline the various errors and onisions coverage to address civil analyse in condominium management setting. 1.1.12 Describe General Authority as it relates to condominium Understand management practice. 1.1.12 Describe Specific Authority as it relates to condominium Understand management practice and agency by some stream of the stream of the specific and agency by some discontinum management practice. 1.1.12 Describe Express Authority as it relates to condominium Understand management practice and agency by some discontinum management practice. 1.1.12 Describe Express Authority as it relates to condominium management practice. 1.1.12 Describe Express Authority as it relates to condominium management practice and agency by some discontinum management practice. 1.1.13 Outline the role and responsibilities of a licensee under self- Analyse regulation. 1.1.13 Outline the role and responsibilities of a licensee under self- Analyse 1.1.13 Outline the role and responsibilities of a licensee under self								
Settling Settling Comply with the principles of fiduciary obligation to clients, trust and confidence, best interests, utmost loyally, not make secret profits, and handle confidental information properly in a condominium management settling. 1.1.10								
1.19.13 Comply with the principles of ficturiary obligation to clients, rust and confidence, best interests, functionally considerable information properly in a condominium management setting. 1.1.10 Work within the scope of brokerage's policies and procedures. 1.1.11 Assess condominium manager licensees' liability. 1.1.11 Assess condominium manager licensees' liability. 1.1.11 Compare and contrast negligence, recklessness, and intent. 1.1.12 Compare and contrast negligence, recklessness, and intent. 1.1.13 Doutline the various errors and missions coverage to address civil Analyse library and requirement intents. 1.1.12 Compare and contrast negligence, recklessness, and intent. 1.1.13 Doutline the various errors and missions coverage to address civil Analyse library and regulation and intention and inten								
and confidence, best interests, utmost layalty, not make secret porfits, and handle confidental information properly in a condominium management setting. 1.1.10 Work within the scope of brokerage's policies and procedures. 1.1.11 Assess condominium manager licensees' liability. Evaluate 1.1.11.1 Explain how and when a licensee becomes personally liable to a procedures. 1.1.11.1 Compare and contrast negligence, recklessness, and intent. Analyse and regulatory liability in diverse situations. 1.1.11.1 Compare and contrast negligence, recklessness, and intent. Analyse and regulatory liability in diverse situations. 1.1.11.1 Explain how and when a licensee becomes personally liable to a hind party of third party. Analyse and regulatory liability in diverse situations. 1.1.11.1 Compare and contrast negligence, recklessness, and intent. Analyse and regulatory liability in diverse situations. 1.1.11.1 Explain how and when a licensee becomes personally liable to a hind party of the process of the						0		
profits, and handle confidential information properly in a condominium management setting. 1.1.10 Work within the scope of brokerage's policies and procedures. 1.1.11 Assess condominium manager licensees' liability. 2.1.1.12 Explain the importance of following the brokerage's policies and procedures. 3.1.13 Assess condominium manager licensees' liability. 2.1.11.12 Compare and contrast negligence, recklessness, and intent. 3.1.11 Analyse 3.1.11.13 Compare and contrast negligence, recklessness, and intent. 4.1.11.13 Compare and contrast a condominium management licensee's civil and regulatory liability in diverse situations. 4.1.11.14 Explain civil liability arising from condominium unit holders for condominium management. 5.1.11.14 Explain civil liability in condominium management licensee's civil analyse liability in condominium management. 5.1.11.15 Outline the various errors and omissions coverage to address civil liability in condominium management. 6.1.11.12 Describe General Authority as it relates to condominium Understand management practice and agency law. 6.1.11.12 Describe Express Authority as it relates to condominium Understand management practice and agency law. 7.1.11.12 Describe Express Authority as it relates to condominium Understand management practice and agency law. 8.1.11.12 Describe Express Authority as it relates to condominium Understand management practice and agency law. 8.1.11.12 Describe Express Authority as it relates to condominium Understand management practice and agency law. 8.1.11.13 Describe Express Authority as it relates to condominium management practice and agency law. 9.1.11.12 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.11.12 Describe Describe Mortivity as it relates to condominium management practice and agency law. 1.1.11.14 Describe Progress Authority as it relates to condominium management practice and agency law. 1.1.12 Describe Customary Authority as it relates to condominium management practi					1.1.9.13		Apply	
Condominium management setting. Condominium management practice and procedures. Condominium management practice and agency law. Condominium management p								
1.1.10 Work within the scope of brokerage's policies and procedures. 1.1.11 Explain the importance of following the brokerage's policies and procedures. 1.1.11 Explain the importance of following the brokerage's policies and procedures. 1.1.11 Explain how and when a licensee becomes personally liable to a plant of third party. 1.1.12 Explain how and when a licensee becomes personally liable to a hadyse 4 1.1.11 Explain how and when a licensee becomes personally liable to a hadyse 4 1.1.11 Explain how and when a licensee becomes personally liable to a hadyse 4 1.1.11 Explain how and when a licensee becomes personally liable to a hadyse 4 1.1.11 Explain how and when a licensee becomes personally liable to a hadyse 4 1.1.11 Explain how and when a licensee becomes personally liable to a hadyse 4 1.1.11 Explain how and when a licensee becomes personally liable to a hadyse 4 1.1.11 Explain how and when a licensee becomes personally liable to a hadyse 4 1.1.11 Explain how and when a licensee becomes personally liable to a hadyse 4 1.1.11								
Discontinuity Discontinuit								
hirid party. hirid party. hirid party.		1.1.10		Apply	1.1.10.1	- · · · · · · · · · · · · · · · · · · ·	Understand	1
1.11.12 Compare and contrast negligence, recklessness, and intent. Analyse		1.1.11	Assess condominium manager licensees' liability.	Evaluate	1.1.11.1		Analyse	4
1.11.13 Compare and contrast a condominium management licensee's civil Analyse and regulatory liability in diverse situations.					1 1 11 2		Analyse	
and regulatory liability in diverse situations. 1.1.14 Explain civil liability arising from condominium unit holders for condominium management. 1.1.15 Outline the various errors and omissions coverage to address civil liability in condominium management licensee practice. 1.1.12 Assess condominium management agency relationships. Evaluate 1.1.1.2 Describe Facerial Authority as it relates to condominium management practice and agency law. 1.1.1.2.0 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.1.2.1 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.1.2.1 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.1.2.1 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.1.2.2 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.1.2.1 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.1.2.1 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.1.2.3 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.1.2.5 Outline how to create an agency relationship in condominium management practice and agency law. 1.1.1.2.6 Describe Customary Authority as it relates to condominium management practice and agency law. 1.1.1.3 Outline how the Careate and agency law. 1.1.1.3 Outline how the Careate and agency law. 1.1.1.3 Outline how RECA's statement of self regulation applies to a licensee. 1.1.1.3 Outline how RECA's statement of self regulation applies to a licensee. 1.1.1.3 Outline how RECA's statement of self regulation applies to a licensee. 1.1.1.3 Outline how RECA's statement of self regulation applies to a licensee management practice and agency law.								
1.1.1.4 Explain civil liability arising from condominium unit holders for condominium management. 1.1.1.5 Outline the volor serrors and omissions coverage to address civil liability in condominium management licensee practice. Analyse						-	,	
Condominium management. Condominium management. Condominium management. Condominium management. Condominium management. Condominium management. Condominium management licensee practice. Condominium management practice and agency law. Condominium management licensee. Condominium management licensee agency law. Condominium management licensee agency la					1.1.11.4		Analyse	
1.1.12 Assess condominium management agency relationships. Evaluate 1.1.12.1 Describe General Authority as it relates to condominium management agency law. 1.1.12.2 Describe Specific Authority as it relates to condominium management practice and agency law. 1.1.12.3 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.12.4 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.12.4 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.12.4 Describe Implied Authority as it relates to condominium management practice and agency law. 1.1.12.5 Outline how to create an agency relationship in condominium management practice and agency law. 1.1.12.6 Describe Implied Authority as it relates to condominium management practice and agency law. 1.1.12.6 Describe Implied Authority as it relates to condominium management practice and agency law. 1.1.12.6 Describe Implied Authority as it relates to condominium management practice and agency law. 1.1.12.7 Outline how to create an agency relationship in condominium management practice and agency law. 1.1.12.6 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.12.6 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.12.6 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.12.6 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.12.6 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.12.6 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.12.6 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.12.6 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.12.6 Describe Express Authority as it						_ · · · · · · · · · · · · · · · · · · ·	,	
1.1.12 Assess condominium management agency relationships. Evaluate 1.1.12.1 Describe General Authority as it relates to condominium management practice and agency law. 1.1.12.2 Describe Specific Authority as it relates to condominium management practice and agency law. 1.1.12.3 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.12.4 Describe Implied Authority as it relates to condominium management practice and agency law. 1.1.12.5 Outline how to create an agency law. 1.1.12.6 Outline how to create an agency relationship in condominium management contexts. 1.1.12.6 Describe Implied Authority as it relates to condominium management practice and agency law. 1.1.12.6 Outline how to create an agency relationship in condominium management contexts. 1.1.12.6 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.12.6 Outline how to create an agency relationship in condominium management practice and agency law. 1.1.12.6 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.12.6 Outline how to create an agency law. 1.1.12.6 Outline how RECA's statement of self regulation applies to a licensee. Indicensee. 1.1.13.0 Outline how RECA's statement of self regulation applies to a licensee. 1.1.13.1 Outline how RECA's statement of self regulation applies to a licensee. 1.1.13.1 Outline how RECA's statement of self regulation applies to a licensee. 1.1.13.1 Outline how RECA's statement of self regulation applies to a licensee. 1.1.13.2 Compare and contrast the role of the different condominium management licensee.					1.1.11.5	5	Analyse	
management practice and agency law. 1.1.12.2 Describe Specific Authority as it relates to condominium management practice and agency law. 1.1.12.3 Describe Specific Authority as it relates to condominium management practice and agency law. 1.1.12.4 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.12.4 Describe Implied Authority as it relates to condominium management practice and agency law. 1.1.12.5 Outline how to create an agency relationship in condominium management contexts. 1.1.12.6 Describe Customary Authority as it relates to condominium management practice and agency law. 1.1.13 Outline the role and responsibilities of a licensee under self-regulation. 1.1.13 Outline the role and responsibilities of a licensee under self-regulation. 1.1.13 Compare and contrast the role of the different condominium management licence categories (broker, associate broker, and								
1.1.12.2 Describe Specific Authority as it relates to condominium management practice and agency law. 1.1.12.3 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.12.4 Describe Implied Authority as it relates to condominium management practice and agency law. 1.1.12.5 Outline how to create an agency relationship in condominium management practice and agency law. 1.1.12.6 Describe Customary Authority as it relates to condominium management contexts. 1.1.12.6 Describe Customary Authority as it relates to condominium management practice and agency law. 1.1.13 Outline the role and responsibilities of a licensee under self-regulation. 1.1.13.1 Outline the role and responsibilities of a licensee under self-regulation. 1.1.13.2 Compare and contrast the role of the different condominium management licensee categories (broker, associate broker, and		1.1.12	Assess condominium management agency relationships.	Evaluate	1.1.12.1	Describe General Authority as it relates to condominium	Understand	2
management practice and agency law. 1.1.12.3 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.12.4 Describe Implied Authority as it relates to condominium management practice and agency law. 1.1.12.5 Outline how to create an agency relationship in condominium management contexts. 1.1.12.6 Describe Customary Authority as it relates to condominium management contexts. 1.1.13 Outline the role and responsibilities of a licensee under self-regulation. 1.1.13.1 Compare and contrast the role of the different condominium management licence categories (broker, associate broker, and								
1.1.12.3 Describe Express Authority as it relates to condominium management practice and agency law. 1.1.12.4 Describe Implied Authority as it relates to condominium management practice and agency law. 1.1.12.5 Outline how to create and agency law. 1.1.12.6 Describe Customary Authority as it relates to condominium management contexts. 1.1.12.6 Describe Customary Authority as it relates to condominium management practice and agency law. 1.1.13 Outline the role and responsibilities of a licensee under self-regulation. 1.1.13.1 Outline how RECA's statement of self regulation applies to a licensee under self-regulation. 1.1.13.2 Compare and contrast the role of the different condominium management licence categories (broker, associate broker, and					1.1.12.2		Understand	
management practice and agency law. 1.1.12.4 Describe Implied Authority as it relates to condominium management practice and agency law. 1.1.12.5 Outline how to create an agency relationship in condominium management contexts. 1.1.12.6 Describe Customary Authority as it relates to condominium management contexts. 1.1.12.6 Describe Customary Authority as it relates to condominium management practice and agency law. 1.1.13 Outline the role and responsibilities of a licensee under self-regulation. 1.1.13.1 Outline how RECA's statement of self regulation applies to a licensee. 1.1.13.2 Compare and contrast the role of the different condominium management licence categories (broker, associate broker, and								
1.1.12.4 Describe Implied Authority as it relates to condominium management practice and agency law. 1.1.12.5 Outline how to create an agency relationship in condominium management contexts. 1.1.12.6 Describe Customary Authority as it relates to condominium management practice and agency law. 1.1.13 Outline the role and responsibilities of a licensee under self-regulation. 1.1.13.1 Outline the role and responsibilities of a licensee under self-regulation. 1.1.13.2 Compare and contrast the role of the different condominium management licence categories (broker, associate broker, and					1.1.12.3		Understand	
management practice and agency law. 1.1.12.5 Outline how to create an agency relationship in condominium management contexts. 1.1.12.6 Describe Customary Authority as it relates to condominium management practice and agency law. 1.1.13 Outline the role and responsibilities of a licensee under self-regulation. 1.1.13.1 Outline how RECA's statement of self regulation applies to a licensee. 1.1.13.2 Compare and contrast the role of the different condominium management licence categories (broker, associate broker, and								
1.1.12.5 Outline how to create an agency relationship in condominium management contexts. 1.1.12.6 Describe Customary Authority as it relates to condominium management practice and agency law. 1.1.13 Outline the role and responsibilities of a licensee under self-regulation. 1.1.13.2 Compare and contrast the role of the different condominium management licence categories (broker, associate broker, and management licence categories (broker, associate broker, and management licence categories)					1.1.12.4		Understand	
management contexts. 1.1.12.6 Describe Customary Authority as it relates to condominium Evaluate management practice and agency law. 1.1.13 Outline the role and responsibilities of a licensee under self-regulation. 1.1.13.1 Outline how RECA's statement of self regulation applies to a licensee licensee. 1.1.13.2 Compare and contrast the role of the different condominium management licence categories (broker, associate broker, and								
1.1.12.6 Describe Customary Authority as it relates to condominium management practice and agency law. 1.1.13 Outline the role and responsibilities of a licensee under self-regulation. 1.1.13.1 Outline how RECA's statement of self regulation applies to a licensee. 1.1.13.2 Compare and contrast the role of the different condominium management licence categories (broker, associate broker, and					1.1.12.5		Analyse	
1.1.13 Outline the role and responsibilities of a licensee under self-regulation. Analyse 1.1.13.1 Outline how RECA's statement of self regulation applies to a licensee. 1.1.13.2 Compare and contrast the role of the different condominium management licence categories (broker, associate broker, and					1.1.12.6	<u> </u>	Evaluate	
regulation. licensee.						· · · · · · · · · · · · · · · · · · ·		
regulation. licensee.		1.1.13	Outline the role and responsibilities of a licensee under self-	Analyse	1.1.13.1	Outline how RECA's statement of self regulation applies to a	Analyse	4
1.1.13.2 Compare and contrast the role of the different condominium management licence categories (broker, associate broker, and			· ·					
					1.1.13.2	Compare and contrast the role of the different condominium	Analyse	
associate).						management licence categories (broker, associate broker, and		
						associate).		

		1					
				1.1.13.3	Compare and contrast the general responsibilities of the	Analyse	
					condominium management brokerage, broker, associate broker,		
					and associate.		
	1.1.14	Determine the impact of <u>REA</u> and the <u>Rules</u> on licensee	Evaluate	1.1.14.1	Summarize the history of the <u>REA.</u>	Understand	5
		practice.					
				1.1.14.2	Explain who oversees the <u>REA</u> .	Understand	
				1.1.14.3	Explain how Industry Councils makes rules governing licensee	Understand	
					conduct.		
				1.1.14.4	Describe the limitations imposed on Industry Councils associated	Understand	
					with the creation of <u>Rules</u> .		
	4 4 4 5	Data and the DEA in th	E d d	1.1.14.5	Outline the process required to ammend the <u>REA</u> .	Analyse	-
	1.1.15	Determine how the <u>REA</u> imposes responsibilities on	Evaluate	1.1.15.1	Define conduct deserving of sanction.	Remember	5
		condominium management licensees.		1.1.15.2	Explain the purposes of the RECA Board.	Understand	
				1.1.15.2	Describe the composition of the RECA Board.	Understand	
				1.1.15.3	Describe RECA Board's obligation to make bylaws and RECA's	Understand	
				1.1.15.4		Understand	
				1.1.15.5	business public, including posting annual reports. Explain the purpose of the Industry Councils.	Understand	
				1.1.15.6		Understand	
				1.1.15.6	Describe how Industry Councils are composed. Describe the Industry Councils' powers and responsibilities.	Understand	
				1.1.15.7	Describe the industry councils powers and responsibilities. Describe the licensing requirements for persons who trade in real	Understand	
				1.1.13.6	estate as real estate brokers.	Onderstalld	
				1.1.15.9	Describe the licensing requirements for persons who deal in	Understand	
				1.1.13.9	mortgages as a mortgage brokers.	Onderstalld	
				1.1.15.10	Describe the licensing requirements for persons who deliver	Understand	
				1.1.15.10	property management services.	Uniderstand	
				1.1.15.11	Describe the licensing requirements for persons who deliver	Understand	
				1.1.13.11	condominium management services.	Onderstand	
				1.1.15.12	Describe the exemptions to the licensing provisions under the REA	Understand	
				1.1.13.12	and under the CPA.	Onderstand	
				1.1.15.13	Describe the fines associated with conducting business that	Understand	
				1.1.13.13	requires a licence without a licence.	Onderstand	
				1.1.15.14	Describe the requirements of licensees associated with the	Understand	
				1.1.13.14	solicitation, acceptance, and receipt of money.	Onderstand	
				1.1.15.15	Describe the prohibition preventing charging and suing for	Understand	
				111113113	commissions if the persons provided services requiring a license	onderstand	
					without a license.		
				1.1.15.16	Describe licensees' duties associated with the administration of	Understand	
					trust accounts and trust moneys.		
				1.1.15.17	Describe the production order powers of the Registrar and of	Understand	
					investigators appointed by the Registrar.		
				1.1.15.18	Describe the powers of the Registrar to issue Administrative	Understand	
					Penalties and the process to appeal Administrative penalties.		
				1.1.15.19	Summarize the offences under which people may be prosecuted	Understand	
					and the possible sanctions.		
				1.1.15.20	Describe orders to cease carrying on business and their appeal	Understand	
					processes.		
				1.1.15.21	Describe how Hearing and Appeal panels are appointed.	Understand	
				1.1.15.22	Describe the process associated with the service of documents.	Understand	
				1.1.15.23	Explain the RECA Board and Industry Council power to grant time	Understand	
					extensions related to any individual requirements under the REA,		
					or directions given by any person under their authority under the		
					REA.		
				1.1.15.24	Describe the processes associated with an application for a lifetime ban.	Understand	
				1.1.15.25	Describe the publication provisions related to licensing, conduct	Understand	
					deserving of sanction, and other enforcement actions.		
				1.1.15.26	deserving of sanction, and other enforcement actions. Describe RECA's powers associated with the enforcement and	Understand	

				1.1.15.27	Describe the purpose and activities of the Alberta Real Estate Foundation.	Understand	
				1.1.15.28	Describe the Minister's powers associated with the conduct of RECA, the RECA Board, or an Industry Council.	Understand	
				1.1.15.29	Describe the immunity provisions to the Minister, an official	Understand	
				1.1.13.23	administrator the RECA, the RECA Board or an Industry Council, a	Onderstand	
					member, officer or employee of the RECA.		
				1.1.15.30	Use key terms associated with the REA.	Apply	
				1.1.15.31	Outline RECA Board's bylaw creation responsibilities.	Analyse	
				1.1.15.32	Compare and contrast the role and responsibilities of the Executive	Analyse	
					Director and the Registrar.	, , , ,	
				1.1.15.33	Outline the complaint process related to conduct deserving of sanction.	Analyse	
				1.1.15.34	Outline the investigation process related to conduct deserving of	Analyse	
					sanction.		
				1.1.15.35	Outline the decision making process related to conduct deserving of sanction.	Analyse	
				1.1.15.36	Outline the appeals process related to conduct deserving of sanction.	Analyse	
				1.1.15.37		Analyse	
				1.1.13.37	issue receiving orders, and orders freezing assets.	Allalyse	
	1.1.16	Outline the responsibilities imposed by the Rules on all	Analyse	1.1.16.1	Describe the various classes of condominium management licences	Understand	5
		licensees	,		issued by the Registrar.		
		ilicensees		1.1.16.2	Describe when licences expire, when they must be renewed, and	Understand	
				1.1.10.2	when they are terminated.	Onderstand	
				1.1.16.3	Clarify which licenses lifetime licensing bans affect (all licence	Understand	
				1.1.16.5	types).	Uniderstand	
				1.1.16.4	Describe events that licensees must report to the Registrar.	Understand	
				1.1.16.5	Summarize the responsibilities of all licensees.	Understand	
				1.1.16.6	Describe the prohibitions on all licensees.	Understand	
					Describe the promotions on an incensees. Describe condominium manager broker delegation related duties		
				1.1.16.7	and responsibilities.	Understand	
				1.1.16.8	Describe the requirement to provide annual accounting reports to the Registrar.	Understand	
				1.1.16.9	Describe the requirements under which a brokerage may accept	Understand	
				1.1.10.5	and disburse corporation funds collected through electronic	Onderstand	
					deposits.		
				1.1.16.10	Describe a a condominium management brokerage's corporation	Understand	
				1.1.16.11	investment management obligations.	Understand	
				1.1.16.11	Describe condominium management brokerage obligations and	onderstand	
					restrictions related to comingling trust funds, and the payment of		
					condominium management brokerage expenses or commissions		
					from their trust account.		
				1.1.16.12	Describe condominium management brokerage insurance	Understand	
					requirements.		
				1.1.16.13	Use the key terms under the <u>Rules</u> .	Apply	
				1.1.16.14	Outline condominium management brokerage trust account reconciliation obligations.	Analyse	
				1.1.16.15	Outline condominium management brokerage negative trust	Analyse	
				1.1.10.13	account balance obligations.	Allalyse	
				1.1.16.16	-	Analyse	
					funding requirements.		
				1.1.16.17	Outline condominium management brokerage trust shortage Registrar notification requirements.	Analyse	
				1.1.16.18		Analyse	
				1.1.16.19	Outline licensee and condominium management brokerage	Analyse	
				1.1.10.13	responsibility for service agreements.	,aryse	
					1. arpanisani, i.a. <u>service agreements</u>		

			T	1	1			
					1.1.16.20	Outline licensee client information protection responsibilities under the <u>Rules</u> .	Analyse	
					1.1.16.21	Explain licensee referral related responsibilities.	Analyse	
					1.1.16.22	Differentiate licensee responsibilities and permissable unlicensed	Analyse	
						assistant responsibilities.		
					1.1.16.23	Outline the responsibilities of condominium management brokerages.	Analyse	
					1.1.16.24	Outline condominium management brokerage prohibitions.	Analyse	
					1.1.16.25	Outline condominium management broker prohibitions.	Analyse	
					1.1.16.26		Analyse	
						condominium manager broker specific duties and responsibilities.	,,,,	
					1.1.16.27	Outline <u>condominium manager</u> basic obligations to the <u>corporation</u> imposed by the <u>Rules</u> .	Analyse	
					1.1.16.28	Outline owner disclosure obligations to a <u>corporation</u> by condominium managers.	Analyse	
					1.1.16.29	Outline the duties condominium managers owe to a corporation	Analyse	
					1.1.10.25	when acting under the Exemption Regulation.	arysc	
					1.1.16.30		Analyse	
					1.1.10.30	conversation requirements.	Allalyse	
					1.1.16.31	Outline the periodic and financial reporting requirements	Analyse	
						brokerages have towards <u>corporations</u>	·	
					1.1.16.32	Outline condominium management brokerage trust account	Analyse	
						obligations.	·	
					1.1.16.33	Explain condominium management brokerage trust account record	Analyse	
						keeping requirements.		
					1.1.16.34	Outline electronic deposit and trust fund transfer related requirements.	Analyse	
					1.1.16.35	Outline condominium management brokerage obligations toward a	Analyse	
						corporation when administering the <u>corporation's</u> accounts.	,	
					1.1.16.36	Determine role specific prohibitions for condominium managers.	Evaluate	
					1.1.10.50	betermine role specific prohibitions for condominium managers.	Evaluate	
						COMPETENCY 1.1 FULFILL PROFESSIONAL DUTIES AND RESPONSIBILITIES	TOTAL WT.	58
1.2	COMPLY WITH APPLICABLE LAWS AND	1.2.1	Explain the role of provincial and municipal government in	Analyse	1.2.1.1	Describe a condominium manager's role in municipal and provincial	Understand	3
	REGULATIONS		condominium management and property use.			legislation requirements and enforcement.		
					1.2.1.2	Explain when a development permit or building permit is required.	Understand	
					1.2.1.3	Explain what is meant by illegal or non-conforming use in a condominium management setting.	Understand	
					1.2.1.4	Compare and contrast <u>corporation bylaw</u> adherence with corporation bylaw enforcement best practices.	Analyse	
		1.2.2	Determine how privacy law and personal information	Evaluate	1.2.2.1	Explain the role and powers of Alberta's Office of Information and	Understand	5
			protection pertains to condominium management.			Privacy Commissioner (OIPC).		
					1.2.2.2	Explain privacy law and personal information related policies and processes that a board must implement.	Understand	
					1.2.2.3	Describe OIPC's privacy complaint process.	Understand	
		1			1.2.2.4	Describe OIPC's privacy complaint process. Describe different types of consent under PIPA.	Understand	
					1 2 2 5	Cummariza DIDA's parsonal information collection		
					1.2.2.5	Summarize PIPA's personal information collection, use, and disclosure exemptions.	Understand	
					1.2.2.5	disclosure exemptions. Describe personal information surveillance system related	Understand Understand	
					1.2.2.6	disclosure exemptions. Describe personal information surveillance system related concerns.	Understand	
						disclosure exemptions. Describe personal information surveillance system related concerns. Describe personal information concerns associated with recordings		
					1.2.2.6	disclosure exemptions. Describe personal information surveillance system related concerns. Describe personal information concerns associated with recordings at board and other corporation meetings.	Understand Understand	
					1.2.2.6	disclosure exemptions. Describe personal information surveillance system related concerns. Describe personal information concerns associated with recordings	Understand	

				1	T		1
				1.2.2.9	Summarize personal information retention and disposal requirements.	Understand	
				1.2.2.10	Explain the objectives and application of the PIPA.	Analyse	
				1.2.2.11	Outline the role of privacy policies, including cybersecurity plans and Privacy Officers.	Analyse	
				1.2.2.12		Analyse	
					agreement.	_	
				1.2.2.13	Determine how privacy law pertains to the protection of personal information of tenants, owners, occupants, guests, employees, and others.	Evaluate	
				1.2.2.14	Determine when to obtain legal advice regarding condominium management privacy law and personal information protection requirements.	Evaluate	
				1.2.2.15	Determine how personal information and confidential information collection, storage, use, and disclosure consent is obtained under PIPA.	Evaluate	
				1.2.2.16	Determine how to respond to privacy concerns related to owner access requests.	Evaluate	
					COMPETENCY		
					1.2 COMPLY WITH APPLICABLE LAWS AND REGULATIONS	TOTAL WT.	8
INTEGRATE PROFESSIONAL OBLIGATIONS INTO PRACTICE	1.3.1	Determine <u>condominium manager</u> prohibitions.	Evaluate	1.3.1.1		Understand	2
				1.3.1.2	Describe the role of RECA in consumer protection and complaints.	Understand	
				1.3.1.3	Summarize <u>condominium manager</u> prohibitions under <u>REA</u> and the <u>Rules</u> .	Understand	
				1.3.1.4	Summarize <u>condominium manager</u> responsibilities under <u>REA</u> and the <u>Rules</u> .	Understand	
				1.3.1.5	Determine appropriate actions that a <u>condominium manager</u> may take in situations that present prohibitions.	Evaluate	
	1.3.2	Assess the impact of <u>REA</u> and the <u>CPA</u> on condominium management.	Evaluate	1.3.2.1	List the industry sectors under the jurisdiction of the <u>REA</u> .	Remember	3
				1.3.2.2	Explain the REA agency requirements as applicable to condominium management <u>service agreements</u> .	Understand	
				1.3.2.3	Outline the impact of the industry sectors under <u>REA</u> jurisdiction on condominiums and <u>condominium managers</u> .	Analyse	
				1.3.2.4	Compare and contrast property management and condominium management scope of practice.	Analyse	
				1.3.2.5	Assess how the principles of contract law apply to condominium contracts with service providers.	Evaluate	
				1.3.2.6	Assess how the principles of contract law apply to condominium management <u>service agreements</u> .	Evaluate	
	1.3.3	Determine how to demonstrate professional behavior.	Evaluate	1.3.3.1	Identify the influences that affect ethics and professional conduct.	Remember	5
				1.3.3.2	Explain acting with integrity.	Understand	
				1.3.3.3	Describe the boundaries of a condominium management licence.	Understand	
				1.3.3.4	Describe steps <u>condominium managers</u> may take to stay within condominium management licence boundaries.	Understand	
				1.3.3.5	Use a decision-making model to assist with ethical dilemmas.	Apply	
				1.3.3.6	Demonstrate the steps <u>condominium managers</u> may take when faced with expertise limitations.	Apply	
				1.3.3.7	Differentiate acting ethically and acting professionally.	Analyse	
				1.3.3.8	Outline how to protect and promote public confidence in the industry.	Analyse	
				1.3.3.9	Distinguish the consequences <u>condominium managers</u> may face when acting outside of the boundaries of their expertise.	Analyse	

					PROFESSIONAL RELATIONSHIPS AND CONDUCT	TOTAL WT.	79.5
					COMPETENCY 1.3 INTEGRATE PROFESSIONAL OBLIGATIONS INTO PRACTICE DOMAIN 1	TOTAL WT.	13.5
				1.3.4.5	Outline the essential role of licensees acting honestly and legally within self-regulation.	Analyse	
				1.3.4.4	Explain the relationship between investigations, disciplinary actions, and self-regulation.	Analyse	
				1.3.4.3	Execute condominium management duties and responsibilities in an honest, legal, and transparent manner.	Apply	
				1.3.4.2	Explain how condominium management licensees may contribute to self-regulation.	Understand	
	1.3.4	Outline the framework that establishes a model of self- regulation.	Analyse	1.3.4.1	Define what is meant by professional standards.	Remember	3.5
				1.3.3.15	Assess condominium management practice principles that sustain trust and safeguard the <u>corporation</u> .	Evaluate	
				1.3.3.14	Assess the relationship between professional behaviour, agency responsibility to <u>boards</u> , and legislative responsibilites associated with reporting unethical, unsafe, illegal, or incompetent practices.	Evaluate	
				1.3.3.13	Assess condominium management professional interactions.	Evaluate	
				1.3.3.12	Compare and contrast situations that require a <u>condominium</u> <u>manager</u> to interact professionally with others.	Analyse	
				1.3.3.11	Explain how to integrate condominium management practice principles that sustain trust and safeguard the <u>corporation</u> into professional practice.	Analyse	
				1.3.3.10	Outline the responsibilities under the <u>Rules</u> to report unethical, unsafe, illegal, or incompetent practices to the <u>board</u> , the <u>brokerage</u> , RECA, and other authorities.	Analyse	

DOMAIN: 2. COMMUNICATION AND COLLABORATION

	COMPETENCY		SUBJECT LEARNING OUTCOME	SUBJECT L.O. BLOOM'S LEVEL		SPECIFIC LEARNING OUTCOME	SPECIFIC L.O. BLOOM'S LEVEL	EXAM WEIGHT
2.1	COMMUNICATE EFFECTIVELY		Check that English language proficiency requirements have been met.	Evaluate	2.1.1.1	Explain the need for English language proficiency requirements from a regulatory standpoint.	Understand	0.5
						COMPETENCY 2.1 COMMUNICATE EFFECTIVELY	TOTAL WT.	0.5
2.2	NEGOTIATE WITH INTEGRITY	2.2.1	Explain the need for negotiations to be conducted in accordance with the <u>board's</u> direction.	Understand	2.2.1.1	Describe the strategies condominium managers may employ to ensure they conduct negotiations as directed by the <u>board</u> .	Understand	2
		2.2.2	Assess how the <u>condominium manager's</u> duty to act in the best interests of the <u>corporation</u> applies to the negotiation process.	Evaluate	2.2.2.1	Describe how to encourage other parties to accept an diverse understandings or points of view.	Understand	4
					2.2.2.2	Describe the need for <u>condominium managers</u> to seek <u>board</u> direction regarding what constitutes the best possible terms for the corporation.	Understand	
					2.2.2.3	Determine how to effectively prepare for a negotiation.	Evaluate	
					2.2.2.4	Assess why mutual understading promotes better negotiation outcomes.	Evaluate	
		2.2.3	Determine how to employ integrity while negotiating.	Evaluate	2.2.3.1	Describe negotiation techniques that lack integrity.	Understand	5
					2.2.3.2	Describe behavioural principles and strategies for effective negotiation.	Understand	
					2.2.3.3	Describe the ways a <u>condominium manager</u> may uncover the objectives, goals and desired outcomes of other parties.	Understand	
					2.2.3.4	Explain negotiation options and realistic compromises.	Understand	
					2.2.3.5	Explain how offering realistic compromises leads to better negotiated outcomes.	Understand	

					I	T	T	
					2.2.3.6	Explain how a lack of objectivity can lead to poor outcomes.	Understand	<u> </u>
					2.2.3.7	Respond objectively to interpersonal conflicts.	Apply	
					2.2.3.8	Integrate behavioural principles and strategies for effective negotiations.	Apply	
					2.2.3.9	Compare and contrast integrity and transparency.	Analyse	
					2.2.3.10	Compare and contrast distributive and integrative approachs to negotiations.	Analyse	
				-	2.2.3.11	Differentiate negotiation strategies and dispute resolution techniques.	Analyse	
					2.2.3.12	Outline how understanding the objectives, goals, and desired outcomes of other parties can lead to better outcomes for all	Analyse	
					2.2.3.13	Determine how to manage negotiations based on best information available.	Evaluate	
					2.2.3.14	Determine the effectiveness of a negotiation using multiple criteria.	Evaluate	
					2.2.3.15	Determine response to another negotiator's questionable tactics used.	Evaluate	
					2.2.3.16	Determine others' objectives, goals and desired outcomes.	Evaluate	
					2.2.3.17	Recommend negotiation strategies and dispute resolution techniques.	Evaluate	
					2.2.3.18	Inform the <u>board</u> and provide negotiation strategies and dispute resolution techniques with their advantages and disadvantages.	Evaluate	
					2.2.3.19	Assess negotiation strategies and dispute resolution techniques.	Evaluate	
					2.2.3.20	Assess the effectiveness of a negotiation using multiple criteria.	Evaluate	
		2.2.4	Make conclusions regarding <u>condominium manager</u> contract terms on behalf of the <u>corporation</u> .	Evaluate	2.2.4.1	Assess the value of the information and how it corresponds to the <u>corporation</u> in negotiations.	Evaluate	1
						COMPETENCY 2.2 NEGOTIATE WITH INTEGRITY	TOTAL WT.	12
						DOMAIN 2 COMMUNICATION AND COLLABORATION	TOTAL WT.	12.5
DOMA	IN: 3. ADMINISTRATION AND N	1ANAGE	MENT					
	COMPETENCY		SUBJECT LEARNING OUTCOME	SUBJECT L.O. BLOOM'S LEVEL		SPECIFIC LEARNING OUTCOME	SPECIFIC L.O. BLOOM'S LEVEL	EXAM WEIGHT
3.1	UNDERSTAND THE FOUNDATIONS OF BUILDING OPERATIONS	3.1.1	Describe basic building design and construction related to condominiums.	Understand	3.1.1.1	Describe common defects in building design and construction.	Understand	2
					3.1.1.2	Describe physical aspects of real property.	Understand	1
					3.1.1.3	Define an energy conservation program.	Remember	
					3.1.1.4	Define green real estate.	Remember	
		3.1.2	Describe the physical building operation of different types of buildings.	Understand	3.1.2.1	List provincial and federal legislation that govern buildings and the environment in Alberta.	Remember	3
					3.1.2.2	Recognize sustainable products, practices, and services.	Remember	1
					3.1.2.3	Describe various building design concepts.	Understand	
					3.1.2.4	Describe the most common types of building and environmental evaluation.	Understand	
								+
					3.1.2.5 3.1.2.6	Describe different types of property defects. Recognize the types of defects that must be disclosed.	Understand Remember	

					3.1.2.7	Identify different building systems.	Remember	
					3.1.2.8	Recognize diverse building construction systems.	Remember	
						COMPETENCY 3.1 UNDERSTAND THE FOUNDATIONS OF BUILDING OPERATIONS	TOTAL WT.	5
3.2	MITIGATE RISK	3.2.1	Assess circumstances for licensee risks.	Evaluate	3.2.1.1	Define risk.	Remember	1
					3.2.1.2	Recognize licensee risks based on circumstances.	Remember	
		3.2.2	Follow a brokerage's risk management policy.	Apply	3.2.2.1	Explain how brokerage policies and procedures manage licensee	Understand	2
						risk.		
					3.2.2.2	Describe licensee risk reduction best practices.	Understand	
						COMPETENCY	TOTAL WT.	3
						3.2 MITIGATE RISK		
						DOMAIN 3	TOTAL WT.	8
						ADMINISTRATION AND MANAGEMENT	TOTAL WI.	
						ALL CONDOMINIUM MANAGEMENT FUNDAMENTALS	TOTAL WT.	100
						COMPETENCIES		