

FUNDAMENTALS OF CONDOMINIUM MANAGEMENT (FCM)

2025 COMPETENCY EXAM BLUEPRINT

DOMAIN: 1. PROFESSIONAL RELATIONSHIPS AND CONDUCT

	SUBJECT LEARNING OUTCOME	SUBJECT L.O. BLOOM'S LEVEL		SPECIFIC LEARNING OUTCOME	SPECIFIC L.O. BLOOM'S LEVEL	WEIGHT
COMPETENCY 1.1 PROFESSIONAL RESPONSIBILITIES						68%
1.1.1	Examine different types of property ownership.	Analyse	1.1.1.1	Describe the historical evolution of condominium ownership in Alberta.	Understand	
			1.1.1.2	Differentiate types of property ownership available in Alberta.	Analyse	
			1.1.1.3	Differentiate between various types of communal living properties.	Analyse	
			1.1.1.4	Differentiate the organizational structures of condominium, cooperative, and community association developments.	Analyse	
			1.1.1.5	Compare and contrast the various types of condominiums.	Analyse	
1.1.2	Explain how condominium corporations function.	Understand	1.1.2.1	Define the term "condominium corporation".	Remember	
			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 unit ownership.	Understand	
1.1.3	Analyze the framework that establishes a model of self-regulation.	Analyse	1.1.3.1	Describe the historical evolution of condominium management in Alberta.	Understand	
			1.1.3.2	Summarize the role of condominium management education and licensing requirements.	Understand	
			1.1.3.3	Explain how condominium management licensees may contribute to self-regulation.	Understand	
			1.1.3.4	Define what is meant by professional standards.	Understand	
			1.1.3.5	Execute condominium management duties and responsibilities in an honest, legal, and transparent manner.	Apply	

			1.1.3.6	Explain the benefits of requiring specific education to practice as a licensed condominium manager.	Analyse	
			1.1.3.7	Explain the benefits of requiring condominium managers to be licensed.	Analyse	
			1.1.3.8	Differentiate various condominium management models including self-managed, professionally managed, and partially managed.	Analyse	
			1.1.3.9	Differentiate between various business models used by condominium manager brokerages to provide management services to condominium corporations.	Analyse	
			1.1.3.10	Explain the relationship between investigations, disciplinary actions, and self-regulation.	Analyse	
			1.1.3.11	Outline the essential role of licensees acting honestly and legally within self-regulation.	Analyse	
1.1.4	Outline the responsibilities the <u>CPA</u> imposes on condominium corporations, <u>boards</u> , unit owners, and others.	Understand	1.1.4.1	Explain the purpose of electing the first <u>board</u> .	Understand	
			1.1.4.2	Describe the penalties associated with breaches of the <u>CPA</u> .	Understand	
			1.1.4.3	Explain the structure, function, and composition of a condominium corporation.	Understand	
			1.1.4.4	Describe voting rights, proxies, and voting processes associated with condominium corporations.	Understand	
			1.1.4.5	Describe the purpose, scope and restrictions of condominium corporation <u>bylaws</u> .	Understand	
			1.1.4.6	Describe the processes by which initial condominium <u>bylaws</u> are repealed or replaced.	Understand	
			1.1.4.7	Outline the condominium <u>bylaw</u> amendment process.	Understand	
			1.1.4.8	Describe appropriate sanctions for a breach of condominium <u>bylaws</u> in various contexts.	Understand	
			1.1.4.9	Explain the purpose, scope and restrictions of condominium corporation rules and how to effect changes.	Understand	
			1.1.4.10	Explain the powers and duties imposed on condominium corporations.	Understand	
			1.1.4.11	Identify court processes and remedies related to condominium corporation activities.	Understand	
			1.1.4.12	Outline municipal or public authority right of entry requirements.	Understand	

			1.1.4.13	Explain <u>board</u> obligations and requirements including registration requirements.	Understand	
			1.1.4.14	Differentiate between condominium corporation and unit owner building damage settlement obligations.	Understand	
1.1.5	Examine how the <u>REA</u> imposes responsibilities on condominium management licensees.	Analyse	1.1.5.1	Define conduct deserving of sanction.	Remember	
			1.1.5.2	Explain the purposes of the <u>RECA Board</u> .	Understand	
			1.1.5.3	Describe the composition of the <u>RECA Board</u> .	Understand	
			1.1.5.4	Describe the <u>RECA Board's</u> obligation to make <u>REA</u> Bylaws and to make RECA's business public, including posting annual reports.	Understand	
			1.1.5.5	Explain the purpose of Industry Councils.	Understand	
			1.1.5.6	Describe how Industry Councils are composed.	Understand	
			1.1.5.7	Describe the power and responsibilities of Industry Councils.	Understand	
			1.1.5.8	Describe the licensing requirements for persons delivering condominium management services.	Understand	
			1.1.5.9	Describe the exemptions to the licensing provisions under the <u>REA</u> and the <u>CPA</u> .	Understand	
			1.1.5.10	Describe the consequences of conducting unlicensed condominium management activities.	Understand	
			1.1.5.11	Describe the requirements of licensees when soliciting, accepting, and receiving money.	Understand	
			1.1.5.12	Describe the production order powers of the Registrar and of investigators appointed by the <u>Registrar</u> .	Understand	
			1.1.5.13	Describe the powers of the <u>Registrar</u> to issue Administrative Penalties and the process to appeal Administrative Penalties.	Understand	
			1.1.5.14	Summarize the offences under the <u>REA</u> and <u>REA</u> Rules by which individuals may be prosecuted and the possible sanctions.	Understand	
			1.1.5.15	Describe orders to cease carrying on business and associated appeal processes.	Understand	
			1.1.5.16	Describe how Hearing and Appeal panels are appointed.	Understand	
			1.1.5.17	Describe the process associated with the service of documents.	Understand	
			1.1.5.18	Describe how the time extension powers under the <u>REA</u> and Bylaws can be applied to licensing requirements.	Understand	

			1.1.5.19	Describe the process to apply for a lifetime ban and the resulting implications.	Understand	
			1.1.5.20	Describe the publication provisions related to licensing, conduct deserving of sanction, and other enforcement actions or decisions.	Understand	
			1.1.5.21	Describe RECA's powers associated with the enforcement and collection of fines or costs.	Understand	
			1.1.5.22	Describe the Minister's powers associated with the conduct of RECA, the <u>RECA Board</u> or an Industry Council.	Understand	
			1.1.5.23	Outline the complaint process related to conduct deserving of sanction.	Analyse	
			1.1.5.24	Outline the investigation process related to conduct deserving of sanction.	Analyse	
			1.1.5.25	Outline the decision making process related to conduct deserving of sanction.	Analyse	
			1.1.5.26	Outline the appeals process related to conduct deserving of sanction.	Analyse	
			1.1.5.27	Outline the <u>Registrar's</u> powers to conduct periodic inspections, issue orders, and freeze assets.	Analyse	
1.1.6	Outline the requirements and responsibilities imposed by the <u>REA</u> Rules on all licensees.	Analyse	1.1.6.1	Describe the various classes of condominium management licences issued by the <u>Registrar</u> .	Understand	
			1.1.6.2	Describe when licences expire, when they must be renewed, and when they are terminated.	Understand	
			1.1.6.3	Describe the implications of a lifetime licensing ban.	Understand	
			1.1.6.4	Describe the eligibility and education requirements for individuals.	Understand	
			1.1.6.5	Describe the conditions under which the <u>Registrar</u> may grant education exemptions.	Understand	
			1.1.6.6	Describe the obligations imposed on learners by the Education Code of Conduct for Learners during the pre-licensing and re-licensing process.	Understand	
			1.1.6.7	Describe when a <u>Registrar</u> licensing eligibility opinion is not binding.	Understand	
			1.1.6.8	Describe the duty to notify the <u>Registrar</u> of changes to licence application information.	Understand	
			1.1.6.9	Explain the brokerage registration requirement for associates and associate brokers.	Understand	
			1.1.6.10	Describe the <u>Registrar's</u> powers to place conditions or restrictions on licences.	Understand	

			1.1.6.11	Describe the requirement of licensees to complete re-licensing education before renewing a licence.	Understand	
			1.1.6.12	Describe the licence application requirements.	Understand	
			1.1.6.13	Describe prohibitions associated with being registered to multiple brokerages.	Understand	
			1.1.6.14	Explain when the <u>Registrar</u> can refuse, suspend, or cancel a licence and how these decisions can be appealed.	Understand	
			1.1.6.15	Explain the conditions or events that licensees must report to the <u>Registrar</u> and the associated time lines.	Understand	
			1.1.6.16	Describe the prohibitions imposed by the <u>REA</u> Rules on licensees.	Understand	
			1.1.6.17	Determine the circumstances that make individuals ineligible to become licensed.	Apply	
			1.1.6.18	Differentiate condominium management and property management scope of practice.	Analyse	
			1.1.6.19	Outline how prospective licensees may request the <u>Registrar's</u> opinion regarding their licensing eligibility.	Analyse	
			1.1.6.20	Outline the benefits of seeking the <u>Registrar's</u> licensing eligibility opinion.	Analyse	
			1.1.6.21	Outline the condominium manager brokerage's <u>service agreement</u> responsibilities.	Analyse	
			1.1.6.22	Outline condominium management <u>service agreement</u> content requirements.	Analyse	
			1.1.6.23	Outline licensee client information protection responsibilities under the <u>REA</u> Rules.	Analyse	
			1.1.6.24	Explain licensee referral related responsibilities.	Analyse	
			1.1.6.25	Differentiate licensee responsibilities and permissible unlicensed assistant responsibilities.	Analyse	
			1.1.6.26	Differentiate graduated licensing restrictions from the permitted activities of a full licence.	Analyse	
1.1.7	Assess brokerage accounting roles and responsibilities under the <u>REA</u> Rules.	Evaluate	1.1.7.1	Describe the responsibilities a condominium manager broker may delegate to a condominium manager.	Understand	
			1.1.7.2	Describe brokerage trust account obligations including reconciliation, negative balances, funding shortages, electronic transfers, and <u>Registrar</u> notifications.	Understand	
			1.1.7.3	Describe the requirement to provide annual accounting reports to the <u>Registrar</u> .	Understand	

			1.1.7.4	Describe the obligations condominium managers have towards condominium corporations when administering corporation accounts.	Understand	
			1.1.7.5	Describe the requirements under which a brokerage may accept and disburse condominium corporation funds collected through electronic deposits.	Understand	
			1.1.7.6	Explain the responsibilities of condominium manager brokerages.	Understand	
			1.1.7.7	Differentiate the obligations imposed by the <i>REA</i> Rules for brokers, associate brokers, and condominium management associates.	Analyse	
			1.1.7.8	Outline unit owner disclosure obligations to a condominium corporation for condominium management brokers, associate brokers, and associates.	Analyse	
			1.1.7.9	Outline the duties condominium management brokers, associate brokers, and associates owe to a condominium corporation when acting under the Exemption Regulation.	Analyse	
			1.1.7.10	Explain condominium management brokerage record keeping and conversation requirements.	Analyse	
			1.1.7.11	Outline the periodic and <u>financial reporting</u> brokerages are required to provide condominium corporations.	Analyse	
			1.1.7.12	Outline condominium management brokerage trust account obligations.	Analyse	
			1.1.7.13	Explain condominium management brokerage trust account record keeping requirements.	Analyse	
			1.1.7.14	Determine role specific prohibitions for condominium management brokers, associate brokers, and associates.	Evaluate	
1.1.8	Assess the duties owed to a condominium corporation in a representation relationship.	Evaluate	1.1.8.1	Describe a licensee's duty to act consistently in accordance with representation relationships.	Understand	
			1.1.8.2	Describe the services a licensee may provide non-clients with whom they are in non-representation relationship.	Understand	
			1.1.8.3	Describe the elements of a representation relationship.	Understand	
			1.1.8.4	Describe the process of establishing a representation relationship.	Understand	

			1.1.8.5	Describe client obligations in a representation relationship regarding indemnification, remuneration, and disclosure in a condominium management setting.	Understand	
			1.1.8.6	Describe the obligations still owed to clients after a representation relationship has ended.	Understand	
			1.1.8.7	Explain a licensee's duty to document representation relationships in writing.	Understand	
			1.1.8.8	Differentiate the general and fiduciary licensee obligations to their clients.	Apply	
			1.1.8.9	Comply with the principles of fiduciary obligation to clients, trust and confidence, best interests, utmost loyalty, not make secret profits, and handle confidential information properly in a condominium management setting.	Apply	
			1.1.8.10	Differentiate duties of licensees in representation relationships and in non-representation relationships.	Analyse	
			1.1.8.11	Assess the actions of a condominium manager in relation to the authority provided by a representation relationship with a condominium corporation.	Evaluate	
1.1.9	Compare factors contributing to the liability of condominium managers.	Analyse	1.1.9.1	Explain how and when a licensee becomes personally liable to a third party.	Analyse	
			1.1.9.2	Differentiate between negligence, recklessness, and intent.	Analyse	
			1.1.9.3	Differentiate between a condominium management licensee's civil and regulatory liability in diverse situations.	Analyse	
			1.1.9.4	Explain civil liability arising from condominium unit holders for condominium management.	Analyse	
			1.1.9.5	Outline the various errors and omissions coverage to address civil liability in condominium management licensee practice.	Analyse	
1.1.10	Describe types of authority in representation relationships.	Understand	1.1.10.1	Describe <u>general authority</u> as it relates to condominium management practice and agency law.	Understand	
			1.1.10.2	Describe <u>specific authority</u> as it relates to condominium management practice and agency law.	Understand	
			1.1.10.3	Describe <u>express authority</u> as it relates to condominium management practice and agency law.	Understand	

			1.1.10.4	Describe <u>implied authority</u> as it relates to condominium management practice and agency law.	Understand	
			1.1.10.5	Describe <u>customary authority</u> as it relates to condominium management practice and agency law.	Understand	
			1.1.10.6	Describe the limits on authority regarding capacity to contract, delegate, and incur expenses.	Understand	
1.1.11	Outline the role and responsibilities of a licensee under self-regulation.	Analyse	1.1.11.1	Outline how RECA's statement of self-regulation applies to licensees.	Analyse	
			1.1.11.2	Compare and contrast the role of various condominium management licence categories (broker, associate broker, and associate).	Analyse	
			1.1.11.3	Compare and contrast the general responsibilities of the condominium management brokerage, broker, associate broker, and associate.	Analyse	
1.1.12	Determine how to demonstrate professional behavior.	Evaluate	1.1.12.1	Identify influences affecting licensee ethics and professional conduct.	Remember	
			1.1.12.2	Explain how to act with integrity.	Understand	
			1.1.12.3	Identify characteristics of professional interaction under the <u>REA</u> and the <u>REA</u> Rules.	Understand	
			1.1.12.4	Identify condominium management practice principles that sustain trust and safeguard the condominium corporation.	Understand	
			1.1.12.5	Identify situations which present ethical dilemmas in condominium management.	Understand	
			1.1.12.6	Determine situations that require a condominium manager to interact professionally with others.	Apply	
			1.1.12.7	Demonstrate steps condominium managers may take when faced with expertise limitations.	Apply	
			1.1.12.8	Explain how to integrate condominium management practice principles that sustain trust and safeguard the condominium corporation.	Analyse	
			1.1.12.9	Differentiate acting ethically and acting professionally.	Analyse	
			1.1.12.10	Outline the responsibilities under the <u>REA</u> Rules to report unethical, unsafe, illegal, or incompetent practices to the <u>board</u> , the brokerage, RECA, and other authorities.	Analyse	

			1.1.12.11	Predict the consequences for condominium managers acting beyond their expertise.	Analyse	
			1.1.12.12	Assess licensee actions to mitigate ethical dilemmas in various contexts.	Evaluate	
1.1.13	Examine the development and governance of the <u>REA</u> and the <u>REA</u> Rules.	Analyse	1.1.13.1	Describe the impact of changes to the <u>REA</u> on the practice of condominium management.	Understand	
			1.1.13.2	Explain who oversees the <u>REA</u> .	Understand	
			1.1.13.3	Explain how Industry Councils make rules governing licensee conduct.	Understand	
			1.1.13.4	Describe the limitations imposed on Industry Councils in creating and amending the <u>Rules</u> .	Understand	
			1.1.13.5	Outline the process required to amend the <u>REA</u> .	Analyse	

COMPETENCY 1.2 LAWS AND REGULATIONS						13%
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1.2.1	Explain municipal laws pertaining to condominium management.	Understand	1.2.1.1	Identify various types of municipal land use restrictions.	Understand	
			1.2.1.2	Distinguish between a development permit and a building permit.	Understand	
1.2.2	Explain the implications of self-regulation on condominium management.	Understand	1.2.2.1	Describe self-regulation as it applies to condominium management under the <u>REA</u> .	Understand	
			1.2.2.2	Describe the role of RECA in consumer protection and complaints.	Understand	
1.2.3	Assess the impact of industry sectors, agency requirements, and contract law on condominium management.	Evaluate	1.2.3.1	List the industry sectors under the jurisdiction of the <u>REA</u> .	Remember	
			1.2.3.2	Explain how the <u>REA</u> agency requirements apply to condominium management <u>service agreements</u> .	Understand	
			1.2.3.3	Assess how the principles of contract law apply to condominium contracts with service providers.	Evaluate	
			1.2.3.4	Assess how the principles of contract law apply to condominium management <u>service agreements</u> .	Evaluate	
1.2.4	Determine how privacy law and personal information protection legislation pertains to condominium management.	Evaluate	1.2.4.1	Explain the role and powers of the Office of the Information and Privacy Commissioner of Alberta (OIPC).	Understand	
			1.2.4.2	Explain privacy law and personal information policies and processes a <u>board</u> must implement.	Understand	
			1.2.4.3	Describe the different types of consent under <u>PIPA</u> .	Understand	
			1.2.4.4	Summarize <u>PIPA's</u> personal information collection, use, and disclosure exemptions.	Understand	
			1.2.4.5	Describe personal information surveillance system concerns.	Understand	

			1.2.4.6	Describe personal information concerns associated with recordings at <u>board</u> and other condominium corporation meetings.	Understand	
			1.2.4.7	Describe the importance of securely storing personal information, including unit owner and unit resident personal information.	Understand	
			1.2.4.8	Summarize personal information retention and disposal requirements.	Understand	
			1.2.4.9	Explain the objectives and application of the <u>PIPA</u> .	Analyse	
			1.2.4.10	Outline the role of privacy policies, including cybersecurity plans and Privacy Officers.	Analyse	
			1.2.4.11	Differentiate personal information as defined under <u>PIPA</u> and confidential information resulting from a representation agreement.	Analyse	
			1.2.4.12	Determine how <u>PIPA</u> pertains to the collection, storage, and use of the personal information of tenants, unit owners, occupants, guests, employees, and others.	Evaluate	
			1.2.4.13	Determine when to obtain legal advice regarding condominium management privacy law and personal information protection requirements.	Evaluate	
			1.2.4.14	Determine how to respond to privacy concerns related to unit owner access requests.	Evaluate	

DOMAIN: 2. COMMUNICATION AND COLLABORATION

	SUBJECT LEARNING OUTCOME	SUBJECT L.O. BLOOM'S LEVEL		SPECIFIC LEARNING OUTCOME	SPECIFIC L.O. BLOOM'S LEVEL	WEIGHT
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COMPETENCY 2.1 COMMUNICATION 7%

2.1.1	Determine effective communication techniques and methods for diverse condominium management contexts.	Evaluate	2.1.1.1	Describe strategies condominium managers may employ to ensure clear and precise communication.	Understand	
			2.1.1.2	Use appropriate communication techniques and methods in various condominium management situations.	Apply	
			2.1.1.3	Determine appropriate communication styles for diverse audiences.	Evaluate	
			2.1.1.4	Determine language requirements for diverse audiences within the context of condominium management.	Evaluate	
			2.1.1.5	Assess speech requirements based on the intended audience and content communicated.	Evaluate	

			2.1.1.6	Determine communication techniques to ensure negotiations with third parties align with the <u>board's</u> directions.	Evaluate	
2.1.2	Assess active listening principles.	Evaluate	2.1.2.1	Describe active listening techniques.	Understand	
			2.1.2.2	Determine listening techniques appropriate for various condominium management situations.	Evaluate	
2.1.3	Describe principles commonly used to repair communication breakdowns.	Understand	2.1.3.1	Describe common reasons why communication breaks down.	Understand	
			2.1.3.2	Describe communication techniques that may be used in confrontations or communication breakdowns.	Understand	

COMPETENCY 2.2 WORKING RELATIONSHIPS						4%
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2.2.1	Assess strategies supporting constructive relationships.	Evaluate	2.2.1.1	Describe how to demonstrate consideration for the <u>perspectives</u> of others.	Understand	
			2.2.1.2	Describe strategies a condominium manager may employ to foster a harmonious condominium community.	Understand	
			2.2.1.3	Describe common condominium management areas of conflict.	Understand	
			2.2.1.4	Describe recommended steps to address common <u>board</u> decision-making dysfunctions.	Understand	
			2.2.1.5	Describe conflict resolution processes condominium managers may employ at <u>board</u> meetings.	Understand	
			2.2.1.6	Outline conflict avoidance and conflict resolution processes available to <u>boards</u> during condominium corporation meetings.	Analyse	
			2.2.1.7	Outline conflict prevention techniques or processes available to the board when dealing with unit owners, tenants, or service providers.	Analyse	
			2.2.1.8	Outline conflict resolution processes available to the board when dealing with unit owners, tenants, or service providers.	Analyse	
			2.2.1.9	Explain how showing empathy towards the <u>perspectives</u> of others promotes constructive relationships and improved resolutions.	Analyse	
			2.2.1.10	Determine conflict resolution best practices in diverse condominium management contexts.	Evaluate	

DOMAIN: 3. ADMINISTRATION AND MANAGEMENT

	SUBJECT LEARNING OUTCOME	SUBJECT L.O. BLOOM'S LEVEL		SPECIFIC LEARNING OUTCOME	SPECIFIC L.O. BLOOM'S LEVEL	WEIGHT
COMPETENCY 3.1 BUILDING FUNDAMENTALS						5%
3.1.1	Describe basic building design and construction related to condominium property.	Understand	3.1.1.1	Describe common building defects in condominiums.	Understand	
			3.1.1.2	Describe the difference between fixtures and chattels.	Understand	
3.1.2	Describe the physical building operation of various types of buildings.	Understand	3.1.2.1	Recognize the types of defects that must be disclosed.	Remember	
			3.1.2.2	Describe different types of property defects.	Understand	
			3.1.2.3	Describe common types of building and environmental inspections.	Understand	
			3.1.2.4	Identify various building systems including plumbing, mechanical, and electrical systems.	Understand	
			3.1.2.5	Identify various building designs including the roofing and the building envelope.	Understand	
COMPETENCY 3.2 RISK MITIGATION						3%
3.2.1	Identify circumstances for licensee risks.	Understand	3.2.1.1	Define risk.	Remember	
			3.2.1.2	Identify licensee risks based on various circumstances.	Understand	
3.2.2	Follow a brokerage's risk management policy.	Apply	3.2.2.1	Describe licensee risk reduction best practices.	Understand	
			3.2.2.2	Explain how brokerage policies and procedures reduce licensee risk.	Apply	
					TOTAL	100%

Approved on: [June 25, 2024](#)

Effective as of: [January 6, 2025](#)

CLARIFICATIONS

The clarifications below relate only to specific underlined terms within the document and are not intended as general definitions.

Term	Clarification
board	A board of directors of the condominium corporation
bylaw	Bylaws of the condominium corporation
<i>CPA</i>	<i>Condominium Property Act</i> and Regulations
customary authority	Widely accepted ways of behaving or performing actions. Standard customs allow agents to perform services without explicit permission, as long as they are lawful, reasonable, and not prohibited by the principal.
express authority	Involves describing orally or in writing what actions may be taken by an agent on behalf of a principal. Whenever possible, express authority should be provided in writing (i.e. included in a written service agreement)
financial reports	Annual report, budget and financial statements, condo contributions (fee), reserve fund study, special levies, operating account, trust money and investments, underestimated expenses
general authority	Broad authority granted by the principal that may provide a broad range of services to the principal (e.g. a condominium manager authorized to provide services required to manage all aspects of a property for the condominium corporation)
goals	Short- and long-term goals, including contingency plans; may include assisting the Board in establishing these goals
implied authority	Refers to the authority an agent has to do anything necessary to carry out an express authority. Therefore, express authority must be granted first for implied authority to exist.
perspectives	Based on factors such as opinions, cultures, language, preferences, abilities, age, gender, roles, experiences, beliefs, social connections, and affinity groups
<i>PIPA</i>	<i>Privacy Information Protection Act</i>
<i>REA</i>	<i>Real Estate Act</i>
RECA Board	RECA Board of Directors
Registrar	RECA's Registrar
specific authority	Limited authority granted by the principal that may provide one specific service or a limited range of specific services to the principal (e.g., a condominium manager authorized to enter into a maintenance agreement on behalf of the corporation)
service agreement	A service contract between a condominium corporation and a condominium manager brokerage

REVISED BLOOM'S TAXONOMY	
Bloom's Level	Learners will be able to:
1 REMEMBER	Recall facts or basic concepts.
2 UNDERSTAND	Explain ideas or concepts in a descriptive or factual manner.
3 APPLY	Use information in a new situation.
4 ANALYSE	See connections among ideas, concepts, or parts of whole.
5 EVALUATE	Justify a stand or make a definitive decision based on informed judgement.
6 CREATE	Produce a new or original work.

Adapted from: Anderson, L.W. (Ed.), Krathwohol, D.R. (Ed.), Airasian, P.W., Cruikshank, K.A., Mayer, R.E., Pintrich, P.R., Raths, J., & Wittrock, M.C. (2001). *A Taxonomy for Learning, Teaching, and Assessing: A revision of Bloom's Taxonomy of Educational Objectives (complete edition)*. New York: Longman.