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## MODULE DESCRIPTOR

### Module Title

Property Management

Reference	SU4019	Version	6
Created	June 2017	SCQF Level	SCQF 10
Approved	July 2005	SCQF Points	15
Amended	September 2017	ECTS Points	7.5

### Aims of Module

To provide the student with the ability to understand and apply principles of commercial property management from a Building Surveying perspective.

### Learning Outcomes for Module

On completion of this module, students are expected to be able to:

- 1 Assess and evaluate property management practices and policies.
- 2 Evaluate and create formal documentation which is essential to the successful management of real property.
- 3 Analyse, evaluate and prepare professional reports for the purposes of dilapidation and repair claims.

### Indicative Module Content

This module will explore property management, objective, reactive and proactive systems, portfolio analysis, performance indicators. A detailed examination of leases, licences, collateral warranties, rent reviews, dilapidations, irritancy, changing structures, European and US influences. Investment portfolio, Financial management, company reports will be investigated as well as computer applications, tenancies, surveys and data capture.

### Module Delivery

This is a lecture based module supplemented with tutorials, seminars and practical work including site visits. A substantial part of the module is devoted to student centred learning in the form of directed reading to property management journals, core texts and resource material.

### Indicative Student Workload

	Full Time	Part Time
Contact Hours	30	N/A
Non-Contact Hours	120	N/A
Placement/Work-Based Learning Experience [Notional] Hours	N/A	N/A
TOTAL	150	N/A
<i>Actual Placement hours for professional, statutory or regulatory body</i>		

**ASSESSMENT PLAN**

*If a major/minor model is used and box is ticked, % weightings below are indicative only.*

**Component 1**

Type:	Coursework	Weighting:	100%	Outcomes Assessed:	1, 2, 3
Description:	A professional report on an aspect of commercial lease assessment which will encompass both technical and procedural evaluation.				

**MODULE PERFORMANCE DESCRIPTOR****Explanatory Text**

In order to pass the module students must achieve 40% or greater.

Module Grade	Minimum Requirements to achieve Module Grade:
<b>A</b>	70% or better
<b>B</b>	60% or better
<b>C</b>	50% or better
<b>D</b>	40% or better
<b>E</b>	35% or better
<b>F</b>	Less than 35%
<b>NS</b>	Non-submission of work by published deadline or non-attendance for examination

**Module Requirements**

Prerequisites for Module	None, in addition to Stage 3 entry requirements.
Corequisites for module	None.
Precluded Modules	None.

**ADDITIONAL NOTES**

Where appropriate mixed discipline team working will be encouraged.

**INDICATIVE BIBLIOGRAPHY**

- 1 Dubben, N., Sayce, S., 1991, Property Portfolio Management, Routledge.
- 2 Sherriff, G., 1989, Service Changes in Leases, Waterlow.
- 3 Stapleton, T., 1990, Estate Management Practice, Estates Gazette.
- 4 Robson, P. & Cowan, A., 1998, Property Law, W Green.
- 5 Dilapidations in Scotland, Flemming, M. et al, 2003, W.Green Ltd
- 6 Dilapidations in Scotland: An RICS Guidance Note, Edition 1, 2011