



# CERTIFICATE IV IN PROPERTY (REAL ESTATE AGENCY PRACTICE) – 21525VIC PRDRE16A Monitor sales process

## EXAMINER REPORT (May 2007)

### 1. OVERVIEW

The examination comprises multiple-choice questions (10 marks), short-answer questions (50 marks) and case studies (40 marks), totaling 100 marks. To pass the examination, a candidate must achieve a score of 60 or more marks out of 100.

This examination is two hours in duration (plus 15 minutes reading time) and no Acts, books or other material are permitted in the examination.

<div style="display: flex; justify-content: space-between; align-items: center;">   </div> <div style="margin-top: 10px;"> <table border="1" style="border-collapse: collapse; width: 100px;"> <tr> <td style="font-size: 8px;">Version Number</td> <td style="text-align: center;">????</td> </tr> </table> </div> <div style="margin-top: 10px;"> <p>Candidate Name: _____</p> <p>Candidate Number: _____</p> <p>RTO: _____</p> <p>Date of examination: _____</p> </div> <div style="text-align: center; margin-top: 20px;"> <p><b>Certificate IV in Property (Real Estate Agency Practice) - 21525VIC</b></p> </div> <div style="text-align: center; margin-top: 10px;"> <p><b>PRDRE16A Monitor sales process</b></p> </div> <div style="margin-top: 10px;"> <p><b>Instructions to Candidates</b></p> <ul style="list-style-type: none"> <li>• Complete the candidate information in the spaces provided above.</li> <li>• Do not start writing until told to do so.</li> <li>• Time allowed:             <ul style="list-style-type: none"> <li>- Reading Time: 15 minutes</li> <li>- Writing Time: 2 hours</li> </ul> </li> <li>• <b>To pass this examination a candidate must achieve a score of 60 or more marks out of 100.</b></li> </ul> </div> <div style="margin-top: 10px;"> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th colspan="3">Mark Allocation (Examiner's Use Only)</th> </tr> <tr> <th>Part</th> <th>Possible Marks</th> <th>Actual Marks</th> </tr> </thead> <tbody> <tr> <td>Part 1: Multiple-choice</td> <td>10</td> <td></td> </tr> <tr> <td>Part 2: Short-answer</td> <td>50</td> <td></td> </tr> <tr> <td>Part 3: Case Studies</td> <td>40</td> <td></td> </tr> <tr> <td><b>Total possible marks</b></td> <td><b>100</b></td> <td></td> </tr> </tbody> </table> </div> <div style="font-size: 8px; margin-top: 5px;"> <p style="text-align: center;">Certificate IV in Property (Real Estate Agency Practice) – 21525VIC Page 1 of 5</p> </div>	Version Number	????	Mark Allocation (Examiner's Use Only)			Part	Possible Marks	Actual Marks	Part 1: Multiple-choice	10		Part 2: Short-answer	50		Part 3: Case Studies	40		<b>Total possible marks</b>	<b>100</b>		<div style="font-size: 8px; margin-bottom: 10px;"> <p>PRDRE16A Examination</p> </div> <div style="text-align: center; margin-bottom: 10px;"> <p><b>INSTRUCTIONS TO CANDIDATES</b></p> </div> <ol style="list-style-type: none"> <li>1. You should attempt ALL questions in the spaces provided in this booklet.</li> <li>2. You are NOT permitted to bring a mobile phone and/or any other electronic device into the examination room.</li> <li>3. You are NOT permitted to bring any legislation, reference books or written notes into the examination room.</li> <li>4. During reading time you may study the questions. You must NOT begin to write on or mark your examination paper in any way until you are told to commence writing.</li> <li>5. Do NOT use pencil. Papers submitted in pencil will NOT be accepted for marking.</li> <li>6. Do NOT remove any part of this question booklet from the examination room.</li> <li>7. Do NOT remove staples - the question booklet must remain intact.</li> <li>8. At the end of the examination return your completed question booklet to the supervisor.</li> </ol> <div style="font-size: 8px; margin-top: 5px;"> <p style="text-align: center;">Certificate IV in Property (Real Estate Agency Practice) – 21525VIC Page 1 of 5</p> </div>
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## **2. COMMENTS ON QUESTION TYPES**

### **2.1 Multiple-choice questions**

In general the multiple-choice section is the best answered section of the examination with most candidates achieving a score of between 7-9 out of 10. Most questions are relatively straight forward, requiring knowledge of the main topics covered in the subject Monitor Sales Process and requires knowledge of legislation in relation to agency practice, agency marketing, and advertising expenses, differences between chattels and fixtures, settlement process regarding sales which most candidates handled well.

The majority of candidates performed well with the multiple-choice questions which require the candidate to select the correct or most correct option as opposed to requiring the candidates to select the least correct or inappropriate answer. As in all sections and questions in an exam all candidates should be advised to read thoroughly all the alternative answers for a multiple-choice question before settling on their response. If candidates have time they should then double check their answers after they have completed the other exam questions.

### **2.2 Short-answer questions**

Most candidates usually attempt to complete all questions in this section with only some candidates leaving questions where they obviously have not reviewed or studied. The subject area questions in this section focus on appropriate interpretation and application of relevant legislation and the requirements of the legislation and in general the questions relate closely to the learner guide covering topics such as cooling-off provisions, requisitions on Title, Vendor Terms Contracts, Contractual requirements and settlement procedures with the focus on monitoring the sale process, rather than making a sale. Candidates are not permitted to bring legislation reference books or written notes into the examination room but many questions do require them to refer to relevant legislation apart from answering the question. In many instances candidates do not achieve full marks for a short answer question as they leave out the reference to relevant legislation. Candidates usually score between 28-45 marks out of a possible 50 marks for this section. Also some candidates do not fully read the questions with sufficient care and it is found that when a question asked for a specific date quite often a student will answer generally such as 'settlement date' or 'possession day' rather than

the actual date given in the question context. A further example is if a question asked for five reasons or examples some candidates only give less than the required number in the answer and therefore do not get full marks. It appears this could be more of an oversight rather than a lack of knowledge or understanding of the topic.

### **2.3 Case study questions**

This section is the least well answered of the examination with candidates scoring within the range of 18-30 marks out of a potential 40 marks. The case study questions described situations that a licensed agent may have to deal with in general agency practice as to how to handle or process deposit monies and what are the obligations or entitlements of the agent, the vendor, purchaser and other parties. Once again, many candidates do not relate or refer to the relevant legislation as required in their answers. One particular section of the case study which is relatively poorly handled is the application of fines and penalties to an agent who does not act within the legislation.

## **3. AREAS OF STRENGTHS AND WEAKNESSES DISPLAYED BY CANDIDATES**

### **3.1 Strengths**

- Question topics that candidates tend to handle well include describing the differences between chattels and fixtures
- Describing a vendors terms sale and the benefits for both the vendor and purchaser
- The description of Real Estate Agency outgoings and how deposit funds are used
- Requisitions on Title and a good general understanding of the basic sections of the *Sale of Land Act*.

### **3.2 Weaknesses**

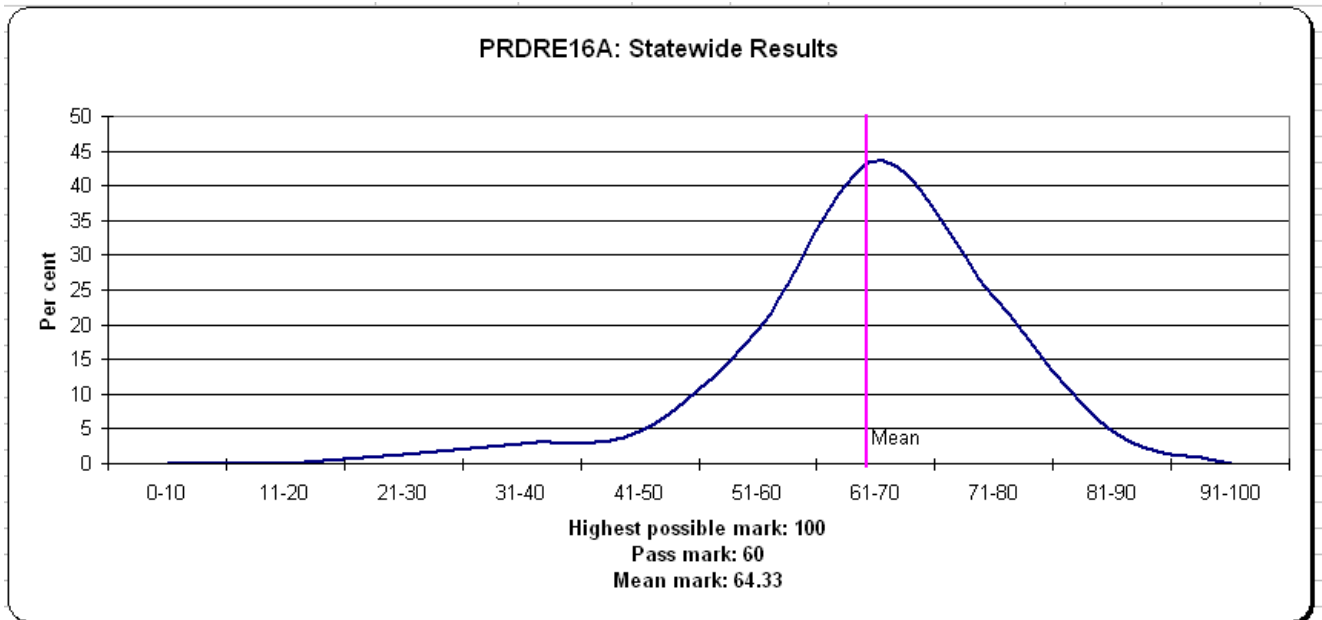
- Question topics that candidates tend to require further knowledge include:
  - Sale of business contracts
  - Special Conditions of Sale
  - Remedies available to vendors and purchasers for breach of contract and the enforceability of Contracts of Sale

Some candidates tend to confuse the sections of the *Sale of Land Act*, the *Property Law Act* and the *Estate Agents Act* when required to identify legislation relative to a particular question.

#### 4. GENERAL COMMENTS

Whilst candidates have two hours to complete the examination some time should be given to advising candidates prior to the examination about examination question planning so that they use the allocated two hours for the examination as effectively as possible. The appropriate time allocations for different sections of the exam are 12-15 minutes for the multiple-choice section worth 10 marks, approximately 1 hour for the short-answer section worth 50 marks and 40-45 minutes for the case study section worth 40 marks. In many instances it seems that candidates have not read each question thoroughly to ensure the answer they are providing is appropriate to the question being asked. And as previously mentioned it would be beneficial for candidates to be aware that a question requiring four examples will be worth 4 marks, likewise a question requiring two examples will be worth 2 marks. Finally, candidates should be advised, that neat and tidy answers which are well structured and provided in clear handwriting, will benefit their overall result.

## 5. CANDIDATE RESULTS



<b>PASS/FAIL RATES</b>	
Pass	77.82%
Fail	22.18%