



THE OHIO STATE UNIVERSITY

### **Instructor:**

Name: Sharon Shaffer  
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Office Hours: Monday and Wednesday 1-3pm  
and by request

### **Class Meeting Schedule:**

Monday/Wednesday 8:00-9:20am  
Classroom 209 Schoenbaum

### **Course Materials / Software:**

Required: Case Studies, Required Readings and Course Lecture Notes as listed on Carmen  
Real Estate Development: Principles and Process, 5th Edition by Miles, Netherton and Schmitz.

### **Course Description:**

Planning and Development is an introductory course into the business of real estate development. In the course, students will learn the basic principles and processes of real estate development and planning. We will explore different types of real estate development and the many roles played in the development process. Students will have the opportunity to work collaboratively as a team on several group projects.

### **Course Learning Outcomes:**

At the end of the course, students will be able to demonstrate they understand:

1. The real estate development **process** from idea inception to disposition.
2. The **economics** of real estate development.
3. The **types** of real estate developers and different opportunities in the development value chain.
4. The different **classes** of real estate and the material differences that impact the development process.
5. The **careers** available in real estate development.

### **How This Course Works:**

**Mode of delivery:** This course is an in-person course, which means you are in the classroom 100% each week. Class attendance is mandatory. 20% of your grade will be based upon your attendance and class participation.

**Pace of activities:** This course is divided into **weekly modules** that are delineated on the Carmen webpage for the class. Students are expected to keep pace with weekly deadlines.

**Credit hours and work expectations:** This is a **3-credit-hour course**. According to [Ohio State policy](#), students should expect around an average of 3 hours per week of time spent on direct instruction (instructor content and Carmen activities, for example) in addition to 6 hours of homework (class preparation, reading and assignment preparation, for example).

**Attendance and participation requirements:** The following is a summary of everyone's expected participation:

- **Participating in activities for attendance:**

All scheduled classes are live events and attendance is mandatory. A significant portion of your grade will be based upon attendance and class participation. I will call upon people randomly throughout the class and you will be graded upon your response.

- **Office hours and live sessions:**

I scheduled office hours, but I am available to meet with at your convenience. Please email me to schedule a time.

- **Group projects:**

Each student will be assigned to a group to complete two group projects over the course of the semester.

## **Course Technology:**

For help with your password, university email, Carmen, or any other technology issues, questions, or requests, contact the Ohio State IT Service Desk. Standard support hours are available at [ocio.osu.edu/help/hours](https://ocio.osu.edu/help/hours), and support for urgent issues is available 24/7.

- **Self-Service and Chat support:** [ocio.osu.edu/help](https://ocio.osu.edu/help)
- **Phone:** 614-688-4357(HELP)
- **Email:** [servicedesk@osu.edu](mailto:servicedesk@osu.edu)
- **TDD:** 614-688-8743

### **Required equipment**

- Computer: current Mac (OS X) or PC (Windows 7+) with high-speed internet connection
- Webcam: built-in or external webcam, fully installed and tested
- Microphone: built-in laptop or tablet mic or external microphone
- Other: a mobile device (smartphone or tablet) or landline to use for BuckeyePass authentication

### **Required software**

- **Microsoft Office 365:** All Ohio State students are now eligible for free Microsoft Office 365 ProPlus through Microsoft's Student Advantage program. Full instructions for downloading and installation can be found [at go.osu.edu/office365help](https://go.osu.edu/office365help).

### **Carmen access**

You will need to use [BuckeyePass](#) multi-factor authentication to access your courses in Carmen. To ensure that you are able to connect to Carmen at all times, it is recommended that you take the following steps:

- Register multiple devices in case something happens to your primary device. Visit the [BuckeyePass - Adding a Device](#) help article for step-by-step instructions.
- Request passcodes to keep as a backup authentication option. When you see the Duo login screen on your computer, click **Enter a Passcode** and then click the **Text me new codes** button that appears. This will text you ten passcodes good for 365 days that can each be used once.
- Download the [Duo Mobile application](#) to all of your registered devices for the ability to generate one-time codes in the event that you lose cell, data, or Wi-Fi service.

If none of these options will meet the needs of your situation, you can contact the IT Service Desk at 614-688-4357 (HELP) and IT support staff will work out a solution with you.

## **Grading and Evaluation:**

Graded assignments come in two forms, and students should note the expectations for each in the descriptions of our class assignments below.

- **Independent Work (↑):** Strictly non-collaborative, original-individual work. You may discuss this assignment only with your instructor. Discussions with other individuals, either in person or electronically, are strictly prohibited.
- **Collaboration Required (↑↑↑):** An explicit expectation for collaboration among students either in-class or outside (i.e. group work).

### **Course Assignments:**

Assignment	% of Grade	Style
Group Project- UrbanPlan	20	↑↑↑
Group Project – Bridge Park	20	↑↑↑
Midterm Exam #1	20	↑
Midterm Exam #2	20	↑
Assignments/Participation	20	↑
Total	100	

Detailed requirements for each assignment are in Carmen.

### **Grading Scale:**

The OSU Standard Grade Scheme	
93-100	A
90-92.9	A-
87-89.9	B+
83-86.9	B
80-82.9	B-
77-79.9	C+
73-76.9	C
70-72.9	C-
67-69.9	D+
60-66.9	D
Below 60	E

### **Absence and Makeup Policy:**

This course is completely online. Attendance is mandatory and you will be graded on your participation in the online class. I will record all lectures and they will be available online for your review. If you are unable to attend on a certain day and wish to be excused, you must notify me as soon as possible with the reason.

### **Late Assignment Submissions:**

Assignments handed in late will be docked 50% of the grade, unless the student can document a compelling argument for clemency.

### **Instructor Feedback and Response Expectations:** Email Response Times

- Homework will be graded within a week.
- Midterm grades will be available within 24 hours of all students taking the test.

- Papers will be graded within two weeks.
- Emails will be returned within 24 hours.

## **Academic integrity:**

Academic integrity is essential to maintaining an environment that fosters excellence in teaching, research, and other educational and scholarly activities. Thus, The Ohio State University and the Committee on Academic Misconduct (COAM) expect that all students have read and understand the University's Code of Student Conduct, and that all students will complete all academic and scholarly assignments with fairness and honesty. Students must recognize that failure to follow the rules and guidelines established in the University's Code of Student Conduct (<https://trustees.osu.edu/bylaws-and-rules/code>) and this syllabus may constitute Academic Misconduct (<https://oaa.osu.edu/academic-integrity-and-misconduct>)

The Ohio State University's Code of Student Conduct (Section 3335-23-04) defines academic misconduct as: Any activity that tends to compromise the academic integrity of the University, or subvert the educational process. Examples of academic misconduct include (but are not limited to) plagiarism, collusion (unauthorized collaboration), copying the work of another student, and possession of unauthorized materials during an examination. Ignorance of the University's Code of Student Conduct is never considered an excuse for academic misconduct, so I recommend that you review the Code of Student Conduct and, specifically, the sections dealing with academic misconduct.

If I suspect that a student has committed academic misconduct in this course, I am obligated by University Rules to report my suspicions to the Committee on Academic Misconduct. If COAM determines that you have violated the University's Code of Student Conduct (i.e., committed academic misconduct), the sanctions for the misconduct could include a failing grade in this course and suspension or dismissal from the University. If you have any questions about the above policy or what constitutes academic misconduct in this course, please contact me.

## **Disability Services:**

The University strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including mental health, chronic or temporary medical conditions), please let me know immediately so that we can privately discuss options. To establish reasonable accommodations, I may request that you register with Student Life Disability Services. After registration, make arrangements with me as soon as possible to discuss your accommodations so that they may be implemented in a timely fashion. SLDS contact information: [slds@osu.edu](mailto:slds@osu.edu); 614-292-3307; [slds.osu.edu](http://slds.osu.edu); 098 Baker Hall, 113 W. 12th Avenue

## **Grievances and Solving Problems:**

According to University Policies, if you have a problem with this class, you should seek to resolve the grievance concerning a grade or academic practice by speaking first with the instructor or professor. Then, if necessary, take your case to the department chairperson, associate dean for programs in the college, and to the provost, in that order. Specific procedures are outlined in Faculty Rule 3335-7-23. Grievances against graduate, research, and teaching assistants should be submitted first to the supervising instructor, then to the chairperson of the assistant's department

## **Safety and health requirements:**

All teaching staff and students are required to comply with and stay up to date on all [University safety and health guidance](#), which includes wearing a face mask in any indoor space and maintaining a safe physical

distance at all times. Non-compliance will be warned first and disciplinary actions will be taken for repeated offenses.

**Copyright:**

© The materials used in connection with this course may be subject to copyright protection and are only for the use of students officially enrolled in the course for the educational purposes associated with the course. Copyright law must be considered before copying, retaining, or disseminating materials outside of the course.

Class Schedule:						
Week	Date	Topic				
Week 1.1	January 9, 2023	Introduction to Real Estate Development				
Week 1.2	January 11, 2023	Participants in Real Estate Development Process (Ch 1-3)				
Week 2.1	January 16, 2023	No Classes - Martin Luther King Day				
Week 2.2	January 18, 2023	Real Estate Development in Modern Era (Ch 6-7)				
Week 3.1	January 23, 2023	Introduction to UrbanPlan				
Week 3.2	January 25, 2023	Decision Makers & Stakeholders (Ch 8)				
Week 4.1	January 29, 2023	Team Formation Due				
Week 4.1	January 30, 2023	Affordable Housing: Median Income & Rent				
Week 4.2	January 31, 2023	Team Roles Due				
Week 4.2	February 1, 2023	UrbanPlan Teams: Roles Deep Dive				
Week 5.1	February 6, 2023	Building Types & Scales, Financial Model & Site Plan Builder				
Week 5.2	February 8, 2023	Vision Statement & Build				
Week 6.1	February 13, 2023	Build				
Week 6.2	February 15, 2023	Prepare for First Facilitation				
Week 7.1	February 20, 2023	First Facilitation				
Week 7.2	February 22, 2023	Rethink/Target Tenants/EcoDistrict Worksheet				
Week 8.1	February 27, 2023	Rethink & Revise				
Week 8.2	March 1, 2023	Second Facilitation				
Week 9.1	March 6, 2023	Revise & Finalize - Prepare for City Council				
Week 9.2	March 8, 2023	Midterm #1				
Week 10.1	March 13, 2023	Spring Break - No Classes				
Week 10.2	March 15, 2023	Spring Break - No Classes				
Week 11.1	March 20, 2023	Idea Inception: Dublin Bridge Park "Block J" (Ch 9)				
Week 11.2	March 22, 2023	Real Estate Finance (Ch 10-11)				
Week 12.1	March 24, 2023	UrbanPlan City Council Presentations				
Week 12.1	March 27, 2023	Idea Refinement/ Due Diligence (Ch 12)				
Week 12.2	March 29, 2023	Feasibility Study (Ch 13)				
Week 13.1	April 3, 2023	Project Work Week				
Week 13.2	April 5, 2023	Project Work Week				
Week 14.1	April 9, 2023	Feasibility Studies due by 11:59pm				
Week 14.1	April 10, 2023	The Pitch - Presentations to Crawford Hoying				
Week 14.2	April 12, 2023	The Pitch - Presentations to Crawford Hoying				
Week 15.1	April 17, 2023	Contracts & Negotiation (Ch 14)				
Week 15.2	April 19, 2023	Mock Negotiations (must be present in class for credit)				
Week 16.2		Debrief & Reflection on Semester				
Week 16.2	April 24, 2023	Midterm #2				
(Note: This syllabus is subject to change)						