



**Using Spreadsheet Programs in Real Estate Appraisals
Hawthorne Suites; 321 Bercut Drive; Sacramento, CA
Monday, April 12, 2010**

The technological advances of the last ten years have caused a significant change in the real estate appraisal profession. For example, today nearly all databases are computerized; it is imperative that appraisers can easily retrieve, list, and analyze large quantities of data. Participants must bring their laptops to this hands-on seminar where they will use Microsoft Excel to develop a spreadsheet skill set that includes the use of thousands of the program's applications.

At the end of this seminar participants will be able to:

- Recognize the many advantages of using spreadsheet programs
- Illustrate the many uses of spreadsheet programs
- Identify common applications in spreadsheet programs that apply to real estate appraisal
- Identify basic statistical tools that can be used in appraisal development
- Recognize the applications of spreadsheet programs in the sales comparison approach
- Illustrate the use of spreadsheets to support units of comparison analysis
- Demonstrate the use of spreadsheets in a cost approach summary
- Identify various editing tools available for use in spreadsheets
- Estimate the depreciation rates in a market utilizing spreadsheet tools

Prerequisites:

Ability to perform basic mathematical calculations, cell formatting navigation, and file management in MICROSOFT® EXCEL

Equipment Required:

All students are expected to have a laptop computer with MICROSOFT Excel loaded on it. Also, students must bring the CD included with the seminar materials. If you do not currently own MICROSOFT EXCEL, you can download a free copy for 60 days at <http://office.microsoft.com/en-us/excel/default.aspx>.

Tuition: \$175 Appraisal Institute Members \$195 Nonmembers

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