

Student Orientation Packet  
Online Real Estate Continuing Education Course

Demystifying Real Estate Short Sales  
REALTORS® Code of Ethics

Prepared by Morton Associates, MAREMI  
369 Lakewood Circle  
Troy, NC 27371  
866-493-7283  
[www.maremice.com](http://www.maremice.com)

**Requirements for receiving satisfactory credit:**

The student must complete the online course, answer correctly questions included throughout the course. A certificate of completion will be generated when you complete the course.

*When you register, have your NCREC Pocket card in your hand and register using the EXACT name (First, Middle, Last) and license number on your card. Failure to do so could result in your credit being delayed.*

**Course Fee:**

The fee for a 4 hour Real Estate Online Course is \$55.

**Refund Policy:**

Morton Associates, MAREMI, students who purchase an online class may cancel within 30 calendar days after the date of enrollment (provided that the class is not completed). To request a refund, contact our online training partner Hondros Learning at [support@fastclass.com](mailto:support@fastclass.com) or 1-866-455-3278 Monday through Friday 9:00am - 7:00pm, Saturday 10:00am - 3:00pm, Closed Sunday.

**Instructor of Record:**

The instructor available to discuss the course content is Vee Morton. She can be reached at 866-493-7283 Monday – Friday, 9:30am – 5:00pm.

**Course Materials:**

Course Materials (when provided) will be available on line, accessed the same way the course is accessed. To access your course, go to the webpage <http://maremice.fastclass.com>.

**Computer Hardware Requirements:**

While you may use the minimal requirements shown below, we recommend using a faster system and faster internet connection. Some courses may take time to download on 56k modem. If your computer is not up to par, the local library should have on-site computers available and connected to the internet free of charge.

**PC Requirements**

IBM PC Compatible Computer (minimum 500 MHz processor with 256MB RAM)

Sound Card with speakers or headphones

Video Capabilities

Microsoft Windows 98/2000/XP

Internet connection (high speed connection)

Microsoft Internet Explorer version 6.0 SP1 or greater ([Click here to download](#)) – If you have already installed a later version (e.g. IE7), you may experience problems with links in the course

Adobe Flash Player ([Click here to download](#))

Directions for installation and for tutorial:

These directions will be provided at the beginning of your online class. To access them, go to <http://maremice.fastclass.com>, and select the link “Students Sign In”. Enter your Username and Password that you selected when you registered.

**Troubleshooting and Technical Support:**

Our online students can contact technical support in two ways via email or toll-free support during these times:

Monday-Friday, 9:00am - 7:00pm ET  
Saturday 10:00am - 3:00pm ET  
Closed Sunday

Email: support@fastclass.com  
Telephone: 1-866-455-3278

The following information is presented to the student on the website where they register and take their online courses:

### **Technical Frequently Asked Questions**

#### **Is it secure to send my credit card information over the internet?**

Yes. We use a secure site because credit card transactions are very sensitive in nature.

#### **How do I get a username and password? What do I use it for? What should I do if I forget it?**

During the registration process, you select your own username and password. It should be something that you can easily remember. You will use the same username and password each time you log in to access your course(s). This information is entered in the returning students section on the home page of the website.

#### **Can I take the course from various locations and computers?**

Our courses are set up for students to access their courses from any computer that is compatible.

#### **How does a course work?**

Distance education courses are independent student courses and no classroom hours are required. Each course has been approved for a specific number of credit hours and will take you approximately that amount of time to complete. You can take a course in small increments or all at once. If you exit out of the course, then log back in at a later time, you start back on the page that you had been taking.

#### **Do I need to use a PC to take the online course? What if I have a Macintosh?**

Hondros Learning courses are developed to run on IBM PC Compatible Computers. While we currently do not support the Macintosh platform, we have knowledge of MAC users who have had success using Firefox as their browser. For additional support with the PC platform, please contact our Technical Support department at 1-866-455-3278.

#### **Can I take this course with the AOL browser?**

No, you cannot. We suggest that you use another browser while signed on with AOL. To do this, log in to AOL and minimize the program. While still connected to the Internet, click on the START button in the lower left hand corner of your screen. Click PROGRAMS, then click INTERNET EXPLORER, the program icon will have a blue "e".

**Do I need to have sound on my computer to take these classes?**

While sound is a feature of our courses, it is not necessary for a customer to have sound in order to learn the course material or complete the course. All information played in audio is also displayed in text by the course player.

**What happens if I get disconnected from the Internet?**

If you get disconnected from the Internet, you will need to log back into your account. In this case, you will return to the beginning of the lesson you were working on.

### Student Evaluation:

You are required to submit an online evaluation of this course. The evaluation will closely resemble the web pages below, with the course you just finished as the heading.

The screenshot shows a web browser window with the title 'Hondros Online v1.8.4 - Windows Internet Explorer' and the URL 'http://maremice.fastclass.com/Shell/shell.html?v2.0.0'. The page content includes a blue header with the course title 'Demystifying Real Estate Short Sales' and the 'HONDROS ONLINE' logo. Below the header is a blue bar with 'Course Completion' on the left and 'page 1 of 2' on the right. The main content area has a light pink background and contains the following text:

Now that you have finished the online course content, there are two final steps to complete this course:

1. Take the optional course survey. To be presented with the survey, click the **Take Survey** button on this page. You will be asked to rate the importance of each issue and your satisfaction with our performance on that issue using the scale displayed below.
2. Click **Next** to navigate to the final page in the course. Clicking **Next** marks the course with your completion date and time for continuing education credit.

**IMPORTANT: The course will not be marked complete until you have completed these final steps.**

Below the text is a 5-point Likert scale for 'Importance (IMP)'. The scale is a horizontal bar with five numbered boxes (1 to 5). Under box 1 is the label 'Unimportant' and 'Dissatisfied'. Under box 3 is the label 'Importance (IMP)' and 'Satisfaction (SAT)'. Under box 5 is the label 'Very Important' and 'Very Satisfied'. Below the scale is a 'Take Survey' button.

At the bottom of the page, there is a navigation bar with buttons for 'Table of Contents', 'Glossary', and 'Help'. Below these is a green bar with a 'coach' icon and the text 'Click the NEXT button to continue.' followed by 'EXIT', 'BACK', 'PAUSE', 'REPLAY', and 'NEXT' buttons. The Windows taskbar at the bottom shows the system tray with the time '10:30 AM' and date '2/8/2011'.

# Demystifying Real Estate Short Sales



	<b>IMP (1-5)</b>	<b>SAT (1-5)</b>
Ease of registration	NA ▾	NA ▾
Quality of course content (e.g., was it informative and accurate?)	NA ▾	NA ▾
Applicability of course content (e.g., was it what you were expecting to learn?)	NA ▾	NA ▾
Organization of course content (e.g., was it well thought-out?)	NA ▾	NA ▾
Quality of course presentation (e.g., was it engaging?)	NA ▾	NA ▾
Ease of use (e.g., was it easy to navigate?)	NA ▾	NA ▾
Overall quality of technical support (enter NA if not used)	NA ▾	NA ▾
Overall quality of instructor support (enter NA if not used)	NA ▾	NA ▾
Overall experience with this course	NA ▾	NA ▾
What one thing could be done to best improve the course's effectiveness at meeting your total needs?	<input type="text"/>	
	<input type="button" value="Submit"/>	

[Table of Contents](#) [Glossary](#) [Help](#)

coach  
Click the **NEXT** button to continue.