Course Title: Appraisal Studies Summer 2014 Intensive Program  
Course No.: ARTP1-CE9502001  
Module Title: Research Method for Appraisers

Instructor: Gayle M. Skluzacek, AAA  
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Dates/Times:   July 2nd, 9:30 a.m. – 12:30 p.m.; 1:30 p.m. - 4:30 p.m.; 5:00 p.m. – 6:00 p.m.  
July 3rd, 9:30 a.m. – 12:30 p.m.; 1:30 p.m. - 4:30 p.m.

Location: Fairchild Building, 7 East 12th Street, Room 121

Course Objectives

Students will learn the importance of proper research and methodology ("due diligence") in conducting appraisals. Equipment needed to properly examine items, as well as specific books and price guides to properly research items will be demonstrated. Libraries, museums, reference centers, and galleries will be discussed. Appropriate markets, market levels, regional markets, and valuation approaches will be examined. Students will be taught how to assimilate information to arrive at an appraised value. Examples of narrative analyses will be distributed. Real life appraisal problems will be addressed.

Teaching Methods

Lectures, questions, group discussions/assignments, 2 quizzes, final research, exam

Grading

NYU standard grading is a letter grade of an A is for excellent work, superior effort, B is for very good work, C is for satisfactory work, D is for pass with minimal course requirements, F is for fail, unsatisfactory work, N is for no grade, NE is for non-evaluative (requested or automatic), IP is for incomplete-pass (failure to complete assigned work), IF is for incomplete-fail (failure to complete assigned work) and Pass/Fail is for students requesting a Pass (P) for coursework in an evaluated course.

Assignment participation - 2 assignments – 15%  
(For assignments, exams, and class passouts, please check - gaylesteachingresources.weebly.com)

Disclaimer: Syllabus is subject to change due to current events, schedule changes and/or level and interests of students, and their ability to grasp the material.
Wednesday, 7/2/2014 - Assignment 1 - Insurance (10% grade)
Thursday, 7/3/2014 - Assignment 2 - Comparables (10% grade)
Quiz 1 - in class - Thursday, 7/3/2014 (5% of grade)
Quiz 2 - submit with final exam - due 1st day of USPAP 07/24/2014 (5% of grade)
Final Exam Worksheet*** - due 1st day of USPAP 07/24/2014 (70% of grade)

***Group submits ONE exam only with the names of all group members. Exams will graded by July 25, 2014

Course Policies

- Attendance - Required
- Tardiness (morning and after breaks): 15 minutes grace
- No cell phones

Academic Integrity

All students are expected to be honest and ethical in all academic work. This trust is shared among all members of the University community and is a core principle of higher education. Any breaches of this trust shall be taken seriously. A hallmark of the educated student and good scholarship is the ability to acknowledge information derived from others. NYU-SCPS expects that a student will be scrupulous in crediting those sources that have contributed to the development of his or her ideas. Plagiarism is a form of academic dishonesty.

Plagiarism involves borrowing or using information from other sources without proper and full credit. Students are expected to demonstrate how what they have learned incorporates an understanding of the research and expertise of scholars and other appropriate experts; and thus recognizing others’ published work or teachings – whether that of authors, lecturers, or one’s peers – is a required practice in all academic projects.” The full policy is located at: http://www.scps.nyu.edu/about-scps/policies-and-procedures/ It will be strictly enforced.

Students with Disabilities

New York University is committed to providing equal educational opportunity and participation for students with disabilities. Any student who needs a reasonable accommodation based on a qualified disability is required to register with The Henry and Lucy Moses Center for Students with Disabilities (CSD) for assistance.

Central Course Topics

"Due diligence"
Tools needed to conduct on site appraisal examination
Reference books
Reference sources
Appropriate markets
Regional markets
Market levels
Valuations
Areas of Course Exams/Quizzes

- Fine Art - painting, drawings, sculpture, prints
- Decorative Art - furniture, ceramics, glass, silver
- Collectibles - baseball cards, Barbie dolls, books, fans, Hummels, etc.
- Jewelry, clocks, and watches
- Photography

Course Schedule

CLASS 1 - Wednesday, July 2, 2014 (9:30-4:30)
- Discuss class format and pass-outs
- Auction houses, galleries, private dealers - meet experts
- IFAR and Art Loss Register
- Research facilities
- Book suppliers
- Catalogs wholesalers
- Bibliography
- Fair market value / Retail replacement value
- Highest and Best Use
- Final exam discussion - groups
- Tools/Appraisers Supplies
- Format
- Types of appraisals - Why?

HOMEWORK ASSIGNMENT - gaylesteachingresources.weebly.com
- Different values - What?
- Valuation Methods “approach” - How?
- Review FMV/RRV
- Reading assignments in AAA Handbooks
- Retail Replacement Value vs Fair Market Value (handout)
- IRS Publications
- IRS - Outside Counsel article

CLASS 2 – Wednesday, July 2, 2014 (5:00 - 6:30)
BOBST LIBRARY AVERY ROOM - SECOND FLOOR
Online programs for appraisers

CLASS 3 - Thursday, July 3, 2014
Quiz 1 (FMV/RRV)
- Why/What/How/Where
- Approaches to valuation
- Stages of an appraisal
- Identification

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Description
Research
Approach
Analysis
Value Conclusion
Appraisal Document
Damage and loss appraisals
Comparable analysis
Online Programs for Appraisers

HOMEWORK ASSIGNMENT - DUE IN CLASS 2 - SEE gaylesteachingresources.weebly.com

Quiz 2 (APPROPRIATE MARKETS) Take home

Reading assignments: (to be completed by July 23, 2014)
- The Art of Buying Art, pp. 1 - 237
- AAA, pp 13-23, 29-37, 71-164, 207-212

Required Readings

AAA, Appraisal handbook - Appraising Art: The Definitive Guide to Appraising the Fine and Decorative Arts
Elements of a Correctly Prepared Appraisal (www.appraisersassoc.org)
2014.

Suggested Readings

If possible, please read before the first class:
AAA Appraisal handbook - Appraising Art: The Definitive Guide to Appraising the Fine and Decorative Arts
Pages 13-25; 28-56; 60-62; 68-87; 90-187 and all articles in your area of interest

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Jones, Lois Swan. Art Information and the Internet: How to Find It, How to Use It, Phoenix: Oryx Press, Phoenix, 1999
(Try Amazon, Barnes & Noble or Ebay). Useful only if you are not Internet-savvy.


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