Fall Semester 2016

Continuing Education Units (CEU):  1.5
Research Methods for Appraisers - Online
ARTP1-CE9522 - Section 2 (21492)
Thursday, October 6 - November 3, 2016

Instructor:  Gayle M. Skluzacek, AAA
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See gaylesteachingresources.weebly.com and NYU classes for additional information

SYLLABUS

COURSE OBJECTIVE:
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.

I. CENTRAL ISSUES:
"Due diligence"
Tools needed to conduct on site appraisal examination
Reference books
Reference sources
Appropriate markets
Regional markets
Market levels
Valuations
Problems
Damage appraisals
Comparable analysis

II. AREAS OF 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

III. TEACHING METHOD: Lectures, questions, demos, group discussions/assignments, two quizzes, final research exam

IV. 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 Projects - 15%
INSURANCE POLICY - October 6, 2016
COMPARABLE ANALYSIS - October 27 and November 3, 2016
Quiz 1 - 5% after class 2 (online) October 13, 2016
Quiz 2 - 5% email by December 15, 2016
Exam - 75% submit by December 15, 2016
(GROUP submits 1 exam only with names of group members)
Attendance – Required unless excused before class

REQUIRED READING:
AAA, Appraising Art: The Definitive Guide to Appraising the Fine and Decorative Arts
Bamberger, Alan, The Art of Buying Art. Gordon’s Art Reference, Phoenix, 2007 (ORDER www.gordonsart.com or buy during first day of class – copies available from instructor $26.00)
Elements of a Correctly Prepared Appraisal (www.appraisersassoc.org)

IF POSSIBLE, PLEASE READ BEFORE THE SECOND CLASS:
NEW 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

SUGGESTED FAMILIARITY WITH:
Arts. New York: Abbeville Press, 1997 (Try Amazon, Barnes & Noble or Ebay)
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.


COURSE OUTLINE:
I. Class 1 - Thursday, October 6, 2016 6:30-8:30
   A. Introductions - Background Information
   B. Discuss class format
   C. Discuss Final Exam groups SEE FINAL EXAM UNDER gaylesteachingresources.weebly.com
   D. Appraisal stages
      1. Examination
      2. Identification/Description
      3. Valuation
   E. Auction houses, galleries, private dealers - meet experts
   F. IFAR / Art Loss Registry*
   G. Research facilities
   H. Book suppliers
   I. Catalogs wholesalers
   J. Tools
   K. Review FMV/RRV
   L. Project 1: Understanding Insurance Appraisals (3-5 minute class presentation) SEE LESSONS

II. Class 2 - Thursday, October 13, 2016 6:30-8:30
   A. Present Project 1: Understanding Insurance Appraisals (3-5 minute class presentation) SEE LESSONS
   B. Ethics
   C. Business insurance
   D. Basic vocabulary
   E. What is appraising?
   F. Review FMV/RRV
   G. Different types of appraisals
   H. Different values
   I. Highest and Best Use
   G. Quiz 1 (FMV/RRV) ONLINE

III. Class 3 - Thursday, October 20, 2016 6:30-8:30
   A. Bibliography comments
   B. Why/What/How/Where
   D. Approaches to valuation
E. Stages of an appraisal
1. Identification
2. Description
3. Research
4. Approach
5. Analysis
6. Value Conclusion
7. Appraisal Document

F. Quiz 2 (Appropriate Markets) Take home ADD to DROP BOX

IV. Class 4 - Thursday, October 27, 2016 6:30-8:30
A. Computer services
B. Project 2: Comparable analysis (3-5 minute class presentation) SEE LESSONS

V. Class 5 - Thursday, November 3, 2016 6:30-8:30
Project 2: Comparable analysis (3-5 minute class presentation) SEE LESSONS
A. Damage and loss appraisals

Disclaimer: Syllabus is subject to change due to current events, schedule changes and/or level and interests of students, and their ability to grasp material.

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FINAL EXAM DUE December 15, 2016

GRADES WILL BE POSTED AFTER December 25, 2016
(Email gskluzacek@aol.com)