

## Course Outline

**Course Code** : RE4702  
**Course Title** : Professional Practice and Ethics  
**Semester** : Semester 1, Academic Year 2023/2024  
**Faculty** : Adjunct Associate Professor Helen Chen and Adjunct Associate Professor Tan Poh Hong  
**Department** : Real Estate  
**Email** : [bizhech@nus.edu.sg](mailto:bizhech@nus.edu.sg) and [bizpht@nus.edu.sg](mailto:bizpht@nus.edu.sg)

### Overview

This course discusses the professional practice in the real estate field covering among others, valuation, property and facility management, marketing and property consultancy. It aims to provide students with an appreciation of the challenges and practical issues involved in professional practice. It highlights the ethical issues in professional practice, and deals with professional communication and interactions with clients and other professionals. Career planning and management including interview skills and business etiquette will be introduced.

### Learning Outcomes

This course is intended to help students understand economic, legal and ethical responsibilities to improve their professional life. Students will learn to:

- Identify the general obligations imposed by code of ethics and professional conduct.
- Evaluate challenging situations through a decision-making process that balances business, ethical and social considerations.
- Implement strategies to translate problems into successful outcomes.
- Develop personal strength and best practices for making difficult ethical decisions.

### Course Prerequisite(s)

RE1703 *Principles of Law for Real Estate* – however note that this course is no longer offered.  
 The equivalent pre-requisite is BSP1702 *Legal Environment for Business*

### Course Preclusion(s)

Nil

### General Guide & Reading

Nil

### Tentative Schedule & Outline

Week	Date	Topic	Activity
1	14 – 18 Aug	Eco-system of Real Estate and Key Actors	
2	21 – 25 Aug	Government's role in Real Estate	
3	28 Aug – 1 Sep	Real Estate Business and Practices	
4	4 – 8 Sep	Guest Speaker (TBC)	
5	11 – 15 Sep	Public-Private Partnership	

6	18 – 22 Sep	Industry and Organisation Transformation, Personal Development	
	<b>23 Sep – 1 Oct</b>	<b>RECESS WEEK</b>	
7	2 – 7 Oct	Law, Morality & Ethics	
8	9 – 13 Oct	Ethics: Individual vs Company vs Society	
9	16 – 20 Oct	What is Business Ethics?	Tutorial 3 (Odd)
10	23 – 27 Oct	Best Practices in Business Ethics	Tutorial 3 (Even)
11	30 Oct – 3 Nov	Professional Code of Conduct	Tutorial 4 (Odd)
12	6 – 10 Nov <i>#NUS Wellness Day on 10 Nov</i>	Guest Speaker (TBC)	Tutorial 4 (Even)
13	13 – 17 Nov <i>#Deepavali (Make up) on 13 Nov</i>	2 <sup>nd</sup> Half Semester Wrap-Up Case Studies	
	<b>18 – 24 Nov</b>	<b>READING WEEK</b>	
	<b>25 Nov – 9 Dec</b>	<b>EXAMINATION (2 WEEKS)</b>	

### Assessment

Assessment Components	Weightage (%)
Group Project	30
Individual Assignments	60
Class Participation	10
<b>Total</b>	<b>100</b>

### Academic Honesty & Plagiarism

Academic integrity and honesty is essential for the pursuit and acquisition of knowledge. The University and School expect every student to uphold academic integrity & honesty at all times. Academic dishonesty is any misrepresentation with the intent to deceive, or failure to acknowledge the source, or falsification of information, or inaccuracy of statements, or cheating at examinations/tests, or inappropriate use of resources, including AI tools like ChatGPT.

In this regard, representing an AI's output as your own work is plagiarism. Improper uses of AI tools which can be construed as plagiarism include, but are not limited, to the following:

- a) Generating an output and presenting it as your own work
- b) Generating an output, paraphrasing it and then presenting it as your own work
- c) Processing an original source not created by yourself to plagiarize it (*e.g. using an AI paraphrasing tool to disguise someone else's original work*)

The University and School will not condone plagiarism. If you have used an AI tool to complete any assigned work, in whole or in part, you must acknowledge it at the end of the assignment. Your assessor is entitled to assume that everything being presented for assessment is entirely your own work. You have the obligation to declare when it is not. This is a minimum standard. In case of any doubt, you should consult your instructor.

### Additional guidance is available at:

- <http://www.nus.edu.sg/registrar/administrative-policies-procedures/acceptance-record#NUSCodeofStudentConduct>

- <http://nus.edu.sg/osa/resources/code-of-student-conduct>

### **About me**

#### Adj. Associate Prof Tan Poh Hong

I was the CEO of the former Agri-Food and Veterinary Authority; and prior to that, the Deputy CEO of HDB. I held various positions in HDB ranging from estate and sales operations, policy and strategy formulation, to corporate functions. Currently, I sit as an independent director on various listed companies.

#### Adj. Associate Prof Helen Chen:

I am a Professional Architect and Project Director. As the SVP of a large architectural firm, I had led my team to win many design awards. In the public sector, I headed the Land Policy Division in the Ministry of Law and the Centre for Public Project Management at the Ministry of Finance. I am a member of the Adjunct Faculty and Expert Network at the Chandler Academy of Governance. I currently sit on several public sector boards and committees on project development and dispute resolution.