



**PUTTING REALTOR® SAFETY FIRST:
SAFETY STRATEGIES FOR THE MODERN REALTOR® (V2.0)**

TIMED OUTLINE
(6-HOUR COURSE)

Suggested Timing

Introduction	15 min
Module 1: Your Personal Safety	90 min
Module 2: Your Office Safety Team	70 min
Module 3. Safety with Buyers	70 min
Module 4. Safety with Sellers	50 min
Module 5. Internet Safety	35 min
Module 6. Safety for Your Home and Family	30 min
Exam (if needed)	45 min
Total:	6 Hours



Suggested Schedule

Introduction	8:30 am – 8:45 am	15 min
Module 1: Your Personal Safety	8:45 am – 10:15 am	90 min
Break	10:15 am – 10:30 am	15 min
Module 2: Your Office Safety Team	10:30 am – 11:40 am	70 min
Module 3: Safety with Buyers	11:40 am-12:00 pm	20 min
Lunch Break	12:00 pm - 1:00 pm	60 min
Module 3: Safety with Buyers, cont'd.	1:00 pm – 1:50 pm	50 min
Module 4: Safety with Sellers	1:50 pm – 2:40 pm	50 min
Break	2:40 pm – 2:55 pm	15 min
Module 5: Internet Safety	2:55 pm – 3:30 pm	35 min
Module 6: Safety for Your Home and Family	3:30 pm – 4:00 pm	30 min
Exam	4:00 pm – 4:45 pm	45 min

Timing by Module

Introduction

Course Goal and Learning Objectives	5 min
Safety Self-Assessment	5 min
NAR's Safety Program	5 min
Total:	15 min



Module 1: Your Spheres of Safety

Real Estate—A High-Risk Business	5 min
Why Is Real Estate Risky	10 min
What Do Other Real Estate Professionals Say	5 min
Understanding Criminals, Crimes, Motivations	10 min
Sharpen Your Safety Sense, Listen to Instincts	10 min
10-Second Safety Scan	5 min
How We Respond to Threats and Attacks: Three Phases	5 min
Fight or Flight	5 min
Should You Take a Self-Defense Class?	5 min
Should You Arm Yourself	5 min
Your Smartphone—Your Personal Safety Tool	10 min
8 Criteria for Choosing Safety Products	5 min
Auto Safety	5 min
Learn More: Webinars and Videos, More Safety Tips	5 min
Total:	90 min



Module 2: Your Office Safety Team

Safety: An Essential Business System	5 min
Assessing Our Safety Best Practices	10 min
Planning Our Safety Strategies	5 min
Every Day Is Safety Awareness Day	10 min
Safety as Teamwork	5 min
Office Policies	10 min
REALTORS® Safety Network	5 min
Exercise: What Would You Say	10 min
What To Do: Active Shooter Situation	5 min
Learn More: Webinars and Videos, More Safety Tips	5 min
Total:	70 min



Module 3: Safety with Buyers

First Meetings	5 min
Equal Professional Services	5 min
Background Checks? Yes or No?	5 min
Who Knows Your Location?	5 min
Arriving at the Property	10 min
Risky Locations	10 min
Showing Vacant Properties	5 min
Red Flags	10 min
Exercise: What Would You Say?	10 min
Learn More: Webinars and Videos, More Safety Tips	5 min
Total:	70 min

Module 4: Safety with Sellers

Listing Appointment Safety	10 min
Property Showing Safety for Sellers	15 min
Open House and Model Home Safety	15 min
Best Practices: Photography and Virtual Tours	5 min
Learn More: Webinars and Videos, More Safety Tips	5 min
Total:	50 min



Module 5: Internet Safety

Email Security	5 min
Just One Click	5 min
Wire Fraud	5 min
Use Your Tech Smarts	5 min
Smart Passwords	5 min
Five Best Practices for Protecting Client Data	5 min
Learn More: Webinars and Videos, More Safety Tips	5 min
Total:	35 min

Module 6: Safety for Your Home and Family

Are You Oversharing?	5 min
Social Media Safety	5 min
Identity Theft	5 min
Child Identity Theft	5 min
Safety at Home	5 min
Learn More: Webinars and Videos, More Safety Tips	5 min
Total:	30 min

Completion Exam (if needed)

Total:	45 min
---------------	---------------