



Management Plan Skills Assessment (MPSA)

Management Plan Skills Assessment Components

Management Plan Review (Day 1 & 2)

Prepare to complete the Management Plan Skills Assessment by reviewing the importance of managing by plan and the IREM management plan outline. You'll discuss how the property analysis, market analysis and analysis of alternatives contribute to a comprehensive management plan.

MPSA Exam/Concept Evaluation (Day 3)

Begin the assessment process by answering a series of essay questions designed to evaluate your knowledge of the concepts, technical skills and processes involved in preparing a property management plan. The Concept Evaluation is open book.

MPSA Exam/Practical Application - Case Study (Day 3)

Upon completion of the concept evaluation, you will be presented with information about a property based on your initial selection at the time you registered (i.e., office building, conventional apartment, or retail strip shopping center). You will have approximately 6 hours to review and analyze the case study. You will work independently and have the opportunity to ask questions of an IREM facilitator. The Practical Application is open book.

MPSA Exam/Practical Application - Skills Assessment (Day 4)

Presented with a management scenario, you will work independently to prepare written essay answers to a series of questions that follow the IREM management plan outline. The questions are designed to measure your ability to analyze and communicate complex information needed to complete a workable management plan. The Practical Application is open book.

Management Plan Skills Assessment Requirements & Guidelines

HP10BII Financial Calculator Required: The HP10BII financial calculator is required for the MPSAXM. Materials illustrate keystrokes for this calculator only. Students taking MPSAXM are expected to have a working knowledge of the basic operations and functionality of the calculator. Students are encouraged to download the *HP10BII Financial Calculator Quick Reference Guide* from the IREM website (www.irem.org) and review it prior to taking MPSAXM.

Laptop Required: For electronic exam format.

Preparing for the Electronic MPSA Exam: The MPSAXM is administered in a paper-based and an electronic format. Students must comply with specific guidelines prior to being able to complete the electronic version. If these guidelines cannot be met, students will have to take a paper-based version of the MPSAXM.

NOTE: To ensure adequate preparation time, please be sure to register for the MPSaxm well in advance of the offering start date.

Students must initiate specific requirements no later than 15 business days prior to the offering start date. This includes: (1) downloading and reviewing a non-facilitated self-guided overview of the MPSA process from the IREM website or attending a webinar offered by IREM Headquarters and (2) accessing and completing technical requirements and a software compatibility test (SCT) via laptop. Completion of the SCT allows you access to complete the actual electronic exam during the MPSAX.

Students who have not completed the requirements WILL NOT be allowed to complete the electronic version of the MPSA exam. No exceptions.

Students are responsible for securing their own laptop and ensuring its system functionality, including making sure it meets the system requirements.

Students must bring the exact SAME laptop, configured during the compatibility test, to the offering.

Students should have the working knowledge necessary to perform basic laptop functions and calculations.

Please contact the sponsoring course registrar if you are experiencing difficulty during the registration process or are changing e-mail addresses prior to the offering start date.

Additional instructions, including MPSA Student Tutorial webinar schedule, will be provided to students via e-mail upon completion of the registration process.

The MPSA Exam Student Tutorial is available at www.irem.org/education/MPSA-student-tutorial.cfm