Sample timed Outline

(Session title)

Session description. (What attendees will learn and how/why topic is relevant to real estate)

This training addresses barriers to success, and how previous conditioning and habits can limit productivity. Attendees will learn to determine their goals, establish a business plan, and measure progress. Learn best practices for achievement and grow their career as real estate license holders. Course is designed to help license holder to better themselves, their business, and improve agent/client relations.

Timed outline: List topics/key points covered and approximate time covering topic.

Barriers to Success (5 min)
- Fear of failure and self-doubt
- Procrastination and lack of discipline
- Negative influences and limiting beliefs

Determining Your Goal (5 min)
- Identifying personal values and priorities
- Setting short-term vs. long-term goals
- Creating a clear vision for success

Success Characteristics (15 min)
- Growth mindset and resilience
- Consistency, discipline, and time management
- Confidence, adaptability, and leadership

Practices for Success (5 min)
- Building productive daily habits
- Managing time and energy effectively
- Continuous learning and self-improvement

Defining Goals (15 min)
- Writing SMART goals
- Breaking big goals into actionable steps
- Tracking progress and adjusting plans

Instruction time must total 50 minutes for each hour of CE credit.