



ARGUS Enterprise[®]

2-Day Training

Our training program is designed for new-to-intermediate users of ARGUS Enterprise or anyone who will be responsible for entering leases, budgets, market assumptions or valuation and yield parameters on a repetitive basis. The modules that are covered in the course include Valuation- Cash Flow, Portfolio Level Reporting and Sensitivity. Courses concentrate on practical applications of the software through interactive examples and case studies. Participants are exposed to a large cross section of the software's capabilities, fundamentals and unique nuances.

Day 1

Morning Session

9:00 AM – 12:00 PM

- Introduction to AE
- Navigation Pane
- Portfolio and Property Creation
- Entry of Revenues, Expenses and Costs
- Custom Global Views
- Single Tenant Entry
- Market Leasing Profiles
- Case Study – Single Tenant

Day 1

Afternoon Session

1:00 PM – 4:00 PM

- Additional Rent Roll
 - Increasing Base Rent
 - Fixed Step - % Increase
 - One-Time Increase
- Retail Tenant (Percentage Rent)
- Option & Reabsorb Leases
- Space Absorption
- Market Leasing Increases
- General Vacancy
- Audit Reports – Lease Audit
- Case Study – Multi-Tenant

Day 2

Morning Session

9:00 AM – 12:00 PM

- Detailed Recovery Structures
- Expense Groups
- Gross Up
- Reference Only
- Other Categories
- Case Study – Recoveries & Categories
- Investment Tab
- Valuation Tab
- Audit & Valuation Reports
- Case Study – Investment & Valuation

Day 2

Afternoon Session

1:00 PM – 4:00 PM

- Filtering/Sorting/Grouping
 - Report Packages
 - Filters
 - Portfolio Level Reporting
 - Sensitivity Analysis
 - Chart of Accounts / Property Budget
 - Additional Case Studies
 - Additional Review Questions
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