

## Course Assignments by Position

**Report Date:** June 15, 2021

**All dates & times displayed in Central Time (US & Canada) unless otherwise noted.**

Positions	Course	Training Type	Training Hours	Days to Complete	Recurring Event	Recurrence Interval
Property Manager On-Site	Fair Housing	Online Course	2 Hours	1 Week	Yes	1 Year
Property Manager On-Site	Sexual Harassment	Online Course	1 Hour 30 Minutes	1 Week	Yes	1 Year
Property Manager On-Site	Sexual Harassment (Supervisor Version)	Online Course	2 Hours	1 Month	Yes	1 Year
Property Manager On-Site	Fair Housing II	Online Course	2 Hours	2 Weeks	No	—
Property Manager On-Site	Being a Team Player	Online Course	1 Hour	2 Months	No	—
Property Manager On-Site	Advanced Leasing	Online Course	2 Hours	15 Months	No	—
Property Manager On-Site	Curb Appeal	Online Course	1 Hour	3 Months	No	—
Property Manager On-Site	Leasing Series 1: Planning & Preparation	Online Course	30 Minutes	4 Months	No	—
Property Manager On-Site	Leasing Series 2: Inquiry to Appointment	Online Course	1 Hour	4 Months	No	—
Property Manager On-Site	Leasing Series 3: Touring the Community	Online Course	30 Minutes	5 Months	No	—
Property Manager On-Site	Leasing Series 4: Closing & Follow-Up	Online Course	30 Minutes	5 Months	No	—
Property Manager On-Site	Defeating the Mold Monster	Online Course	1 Hour	6 Months	No	—
Property Manager On-Site	GH Webinar: Let It Go, Please. Hoarding is a Fair Housing Issue.	Online Course	45 Minutes	7 Months	No	—
Property Manager On-Site	Resident Retention	Online Course	1 Hour 30 Minutes	8 Months	No	—
Property Manager On-Site	Customer Relationship Management	Online Course	2 Hours	10 Months	No	—
Property Manager On-Site	Traffic Generation	Online Course	1 Hour	13 Months	No	—
Property Manager On-Site	Conflict Resolution (Supervisor Version)	Online Course	2 Hours	14 Months	No	—
Property Manager On-Site	Interviewing Skills	Online Course	1 Hour	16 Months	No	—
Property Manager On-Site	Advanced Closing Techniques	Online Course	1 Hour 30 Minutes	18 Months	No	—
Property Manager On-Site	Advanced Telephone Techniques	Online Course	2 Hours	17 Months	No	—
Property Manager On-Site	Business Ethics	Online Course	1 Hour	3 Months	No	—
Property Manager On-Site	Follow-Up Techniques	Online Course	1 Hour	8 Months	No	—
Property Manager On-Site	Maintenance For Office Staff	Online Course	1 Hour	9 Months	No	—
Property Manager On-Site	Marketing for Affordable Communities	Online Course	2 Hours	12 Months	No	—

Positions	Course	Training Type	Training Hours	Days to Complete	Recurring Event	Recurrence Interval
Property Manager On-Site	Preventative Maintenance	Online Course	1 Hour	11 Months	No	—
Property Manager On-Site	Coronavirus and Affordable Housing: HUD Guidance	Online Course	20 Minutes	2 Weeks	No	—
Property Manager On-Site	Coronavirus and Affordable Housing: IRS and State Housing Agency Response	Online Course	15 Minutes	2 Weeks	No	—
Property Manager On-Site	Coronavirus and Affordable Housing: Resident Considerations	Online Course	10 Minutes	2 Weeks	No	—
Property Manager On-Site	COVID-19: Basic Prevention and Preparation	Online Course	10 Minutes	2 Weeks	No	—
Property Manager On-Site	Human Trafficking in Rental Housing	Online Course	30 Minutes	8 Days	Yes	1 Year

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**30 records found.**

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Positions	Course	Training Type	Training Hours	Days to Complete	Recurring Event	Recurrence Interval
Maintenance Technician	Fair Housing	Online Course	2 Hours	1 Week	Yes	1 Year
Maintenance Technician	Sexual Harassment	Online Course	1 Hour 30 Minutes	1 Week	Yes	1 Year
Maintenance Technician	Being a Team Player	Online Course	1 Hour	1 Month	No	—
Maintenance Technician	Defeating the Mold Monster	Online Course	1 Hour	8 Months	No	—
Maintenance Technician	Conflict Resolution	Online Course	2 Hours	5 Months	No	—
Maintenance Technician	Customer Relationship Management	Online Course	2 Hours	6 Months	No	—
Maintenance Technician	Quick Start: Resident Retention	Online Course	15 Minutes	7 Months	No	—
Maintenance Technician	Hoarding	Online Course	1 Hour	9 Months	No	—
Maintenance Technician	Curb Appeal	Online Course	1 Hour	2 Months	No	—
Maintenance Technician	Fair Housing For Maintenance	Online Course	1 Hour	2 Weeks	No	—
Maintenance Technician	Dealing with Difficult People	Online Course	1 Hour	4 Months	No	—
Maintenance Technician	Customer Service 1: Be Proactive	Online Course	30 Minutes	3 Months	No	—
Maintenance Technician	Customer Service 2: Be Professional	Online Course	30 Minutes	3 Months	No	—
Maintenance Technician	Customer Service 3: Be Prompt	Online Course	15 Minutes	4 Months	No	—
Maintenance Technician	Customer Service 4: Be Personal	Online Course	15 Minutes	4 Months	No	—
Maintenance Technician	Human Trafficking in Rental Housing	Online Course	30 Minutes	8 Days	Yes	1 Year

**16 records found.**

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