

# ISS – HOME INSPECTOR TRAINING PROGRAM

## SYLLABUS: ISS100 – Intro to Home Inspection

### INSTRUCTIONAL GOALS

Home Inspections began in the early 1970's as a consumer service in direct response to the growing demand for learning about the condition of a house prior to purchase. This course is an introduction to how the Home Inspection field is organized, the different areas of expertise required to conduct a successful Home Inspection, including plumbing, electrical and heating systems, residential construction, inspection techniques, report writing and the Standards of Practice and Code of Ethics.

### LEARNING OUTCOMES

Learning outcomes are clear statements of the critical/essential knowledge, skills and attitudes that a student is required to demonstrate to indicate successful completion of this course. Upon successfully completing the course the student will be able to:

- Identify expectations of performing a home inspection
- Outlines methodology (NOS A1.01)
- Determines client's terms of reference (NOS A1.03)
- Determines scope of work (NOS A1.04)
- Contracts with client (NOS A1.05)
- Explains building defects (NOS A2.03)
- Determines report formats (NOS A3.01)
- Recognizes duty of care (NOS A5.01)
- Recognizes roles and responsibilities (NOS A5.02)
- Use tools and resources

### COURSE CONTENT

- The Art of Home Inspection
- Residential Building Components
- Home Inspection Standards of Practice / Code of Ethics
- The Exterior
- Structural & Interior Systems
- Plumbing Systems
- Electrical Systems
- Heating & Air Conditioning Systems
- Communication & Report Writing
- Professional Practice
- Legal Case Study

### NEEDS AND RESOURCES

#### Required Background

To successfully complete this course, you must have a basic understanding of how houses are built in Canada.

- How to use a computer
- How to use a web browser to connect to the course site
- How to send and respond to email messages
- How to use Skype

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## Course Text:

- Inspecting A House by Rex Caudwell

## Online Resources

- Referenced technical papers specified in the course

## COURSE SCHEDULE

This is a 40-hour course. This online course is based on a maximum of 10 weeks duration for completion. This course includes instructor led webinars, quizzes, and/or assignments, activities and a final exam. This course contains 15 hours of Skype/webinar based interaction required to complete the course. In-class sessions are scheduled for a 40-hour contact format.

## POLICIES AND PROCEDURES

### General Rules:

It is expected that the individual student must perform all work. Any student having an academic concern or questioning an academic decision should first discuss the matter directly with their course instructor if the issue is not resolved then contact the ISS Program Coordinator. The ISS Program Coordinator's decision is final. Further information may be found on the Inspection Support Services Inc. webpage under a link to ISS Education Policy.

### Communication:

One of the first things we would like you to do, when you are enrolled is to send your course instructor an email that indicates a little info about who you are and where you live. This will be used as your main point of contact for communications. This also gives the instructor a better idea regarding scheduling webinars. Upon enrollment our Program Administrator will provide you with your Instructors contact email.

### Webinar Attendance Policy:

The **Direct Instruction** is a critical part of the course delivery. As such and based on studying various types of “best practices” for course delivery. Note that a portion of your grades accounts for what we deem as \*mandatory participation in the scheduled webinars. This is keeping with the regulations primarily set by Consumer Protection BC Home Inspector educational program approved for the purposes of Section 3(3)(a) of the Home Inspector Licensing Regulation (“HILR”).

### Grading:

Students will be evaluated as follows: (Activity & Assessment Percentage)

\*Webinars = 15% (1% per webinar hour)

Assignments & Quizzes = 35%

Final Exam = 50%

Supplemental evaluations are not available in this course, unless extraordinary, documentable circumstances have prevented a student from participating in scheduled course activities. All applications for a supplemental are made to the course instructor.

### Grading Scale:

A passing grade in this course is a minimum of 70%. Note that some inspection associations and/or provincial regulations for licensing home inspectors require 80% as their minimum.

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**Final Exam:**

The final course exam must be completed within 3 weeks of the scheduled course completion date. All exams for online courses must be independently proctored\*\*. (Refer to the Proctoring Document\*\* available on the “Program” website.)

**Course Copyright:**

All course materials students receive or have access to are protected by Copyright Laws. Students may use these materials strictly for their training, but any type of unauthorized distribution and/or transfer is prohibited.

**Disclaimer:**

Please note that the specifics of this course may be modified from time to time, due to changes. While every effort is made by the instructor to cover all content material listed in this outline, the order, content and/or evaluation may change as a result of special circumstances (e.g. technology/equipment problems and/or changes, etc.). In any such case, every effort will be made to make appropriate adjustments to the course delivery. These include reference to web links or changes due to updates within the home inspection sector. Students will be advised by email directly when and if changes do occur.

**Schedule of Topics, Readings & Direct Instruction Webinars**

This schedule provides an outline of the main topics for this course and during which week they will be addressed. Characteristics of the webinars can vary in a number of different types of formats such as discussions, lectures, presentations and question and answer style deliveries. Direct Instruction hours are noted (Hours) below.

**ISS100 Intro (15 hours of webinar based delivery – Intro Level) \*TOTAL Direct Instruction**

Week	Topic	Reference Module	Hours	*DI Hrs
1	Intro	Overview	2	1
2	Residential Building Components		3	1
3	Home Inspection Standards (SOP)	Week 2/3 notes	4	2
4	The Exterior		6	1.5
5	Structural & Interior Systems	Week4/5 notes	6	1.5
6	Plumbing Systems		4	1.5
7	Electrical Systems	Week 6/7 notes	4	1.5
8	Heating & Air Conditioning		5	1.5
9	Communication & Reports	Week 8/9 notes	3	2
10	Prof. Practices & Exam Prep	Summary Review	3	1.5
			40	15

**NOTE:**

- ISS100 provides an introductory overview of home inspections.
- Although the Direct Instruction hours appear to be directed at the topic of that week, it also includes discussion on previous topics as part of a review and reinforcement process.
- The courses ISS101 to 106 offer greater depth and detail to the subjects covered in this course.