

# ARGUS Enterprise

## 2 Day Standard Training – CapVal

Our training programme 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 Capitalization Valuation, 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

- ARGUS Enterprise User Interface
- Control Panel – Workspace
- Manage Classifications & Currencies
- Portfolio Navigation Interface
- Property Level User Interface
- Property Tab
- Market Tab
- Revenues Tab
- Operating & Capital Expenses
- Property Reports
- Custom Global Views
- Single Tenant Property
- Tenant Cash Flow
- Valuation Tab
- Property Reports – Assumptions
- Capitalization Valuation Reports
- Case Study – Single Tenant

### Day 1

#### Afternoon Session

- Market Leasing Profiles
  - Rental Increases
  - Upon Expiration
- Investment Tab
  - Property Purchase
  - Debt Financing
  - Assumptions
  - Property Resale
  - Present Value
- Audit & Valuation Reports
- Dashboard Reports
- Case Study – Market & Valuation Property

### Day 2

#### Morning Session

- Duplicate Property
- Advanced Rent Roll
  - Percentage Increase
  - Report Options
  - Available & Start Dates
  - Rent Review
- CPI Rent
- Percentage Rent
- Miscellaneous Rent
- Space Absorption
- Tenant Reports
- Audit & Cap Val Reports
- Case Study – Multi-Tenant Property
- General Vacancy
- Useful Categories
- Recoveries & Intelligent Renewals
- Case Study – Recoveries & Categories

### Day 2

#### Afternoon Session

- Filtering, Sorting & Grouping
- Portfolio Level Reporting
- Sensitivity Analysis
- Sensitivity Matrix
- Analysis Tab
- Audit Log
- Charts of Accounts
- Property Budget
- Additional Case Study
- Review Questions / Answers
- Shortcut Keys