



NYU

**SCHOOL OF
PROFESSIONAL STUDIES**

Fall Semester 2016

Continuing Education Units (CEU): 1.5
Research Methods for Appraisers - Online
ARTP1-CE9522 - Section 2 (21492)
Thursday, October 6 - November 3, 2016

Instructor: Gayle M. Skluzacek, AAA
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See gaylesteachingresources.weebly.com and NYU classes for additional information

SYLLABUS

COURSE OBJECTIVE:

Students will learn the importance of proper research and methodology ("due diligence") in conducting appraisals. Equipment needed to properly examine items, as well as specific books and price guides to properly research items will be demonstrated. Libraries, museums, reference centers, and galleries will be discussed. Appropriate markets, market levels, regional markets, and valuation approaches will be examined. Students will be taught how to assimilate information to arrive at an appraised value. Examples of narrative analyses will be distributed. Real life appraisal problems will be addressed.

I. CENTRAL ISSUES:

"Due diligence"
Tools needed to conduct on site appraisal examination
Reference books
Reference sources
Appropriate markets
Regional markets
Market levels
Valuations
Problems
Damage appraisals
Comparable analysis

II. AREAS OF EXAMS/QUIZZES

Fine Art - painting, drawings, sculpture, prints
Decorative Art - furniture, ceramics, glass, silver
Collectibles - baseball cards, Barbie dolls, books, fans, Hummels, etc.
Jewelry, clocks, and watches
Photography

III. TEACHING METHOD: Lectures, questions, demos, group discussions/assignments, two quizzes, final research exam

IV. GRADING: NYU standard grading is a letter grade of an A is for excellent work, superior effort, B is for very good work, C is for satisfactory work, D is for pass with minimal course requirements, F is for fail, unsatisfactory work, N is for no grade, NE is for non-evaluative (requested or automatic), IP is for incomplete-pass (failure to complete assigned work), IF is for incomplete-fail (failure to complete assigned work) and Pass/Fail is for students requesting a Pass (P) for coursework in an evaluated course.

Assignment participation - 2 assignments Projects - 15%

INSURANCE POLICY - **October 6, 2016**

COMPARABLE ANALYSIS - **October 27 and November 3, 2016**

Quiz 1 - 5% after class 2 (online) **October 13, 2016**

Quiz 2 - 5% email by **December 15, 2016**

Exam - 75% submit by **December 15, 2016**

(GROUP submits 1 exam only with names of group members)

Attendance – Required unless excused before class

REQUIRED READING:

AAA, *Appraising Art: The Definitive Guide to Appraising the Fine and Decorative Arts*

Bamberger, Alan, *The Art of Buying Art*. Gordon's Art Reference, Phoenix, 2007 (ORDER www.gordonsart.com or buy during first day of class – copies available from instructor \$26.00)

Elements of a Correctly Prepared Appraisal (www.appraisersassoc.org)

McNulty, Tom. *Art Market Research: A Guide to Methods and Sources*. Jefferson, NC: McFarland and Company, Inc. 2014.

IF POSSIBLE, PLEASE READ BEFORE THE SECOND CLASS:

OLD AAA Handbook - pp vi-10, 25-28, 41-55, 115-116, 181-182, 191, 215-221 (if you have it) OR

NEW Appraisal handbook - *Appraising Art: The Definitive Guide to Appraising the Fine and Decorative Arts*

Pages 13-25; 28-56; 60-62; 68-87; 90-187 and all articles in your area of interest

SUGGESTED FAMILIARITY WITH:

Hiesinger, Kathryn B. and Marcus, George H.. *Antique Speak: A Guide to the Styles, Techniques, and Materials of the Decorative Arts*

Arts. New York: Abbeville Press, 1997 (Try Amazon, Barnes & Noble or Ebay)

Atkins, Robert. *Art Speak*. New York: Abbeville Press, 1990. (Try Amazon, Barnes & Noble or Ebay).

Atkins, Robert. *Art Spoke*. New York: Abbeville Press, 1993. (Try Amazon, Barnes & Noble or Ebay)

Miller, Anna M., *Illustrated Guide to Jewelry Appraising*, 2nd ed. Woodstock, Vermont: Gemstone Press, 1999.

Jones, Lois Swan. *Art Information and the Internet: How to Find It, How to Use It*, Phoenix: Oryx Press, Phoenix, 1999 (Try Amazon, Barnes & Noble or Ebay). Useful only if you are not Internet-savvy.

Kaye, Myrna. *Fake, Fraud, or Genuine: Identifying Authentic American Antique Furniture*. Boston: Little, Brown and Company, 1987. (Try Amazon, Barnes & Noble or Ebay).

IRS Publications <http://www.irs.gov/publications/p950/index.html> (Estate)

IRS Code info: <http://www.irs.gov/pub/irs-irbs/irb03-11.pdf> and <http://www.irs.gov/businesses/small/article/0,,id=108139,00.html#8>

Glossary lists from the Standard Museum Registration Methods of American Association of Museums and Conservation and Restoration Standards of American Institute of Conservation

COURSE OUTLINE:

I. Class 1 - Thursday, October 6, 2016 6:30-8:30

- A. Introductions - Background Information
- B. Discuss class format
- C. Discuss Final Exam groups SEE FINAL EXAM UNDER gaylesteachingresources.weebly.com
- D. Appraisal stages
 - 1. Examination
 - 2. Identification/Description
 - 3. Valuation
- E. Auction houses, galleries, private dealers - meet experts
- F. IFAR / Art Loss Registry*
- G. Research facilities
- H. Book suppliers
- I. Catalogs wholesalers
- J. Tools
- K. Review FMV/RRV
- L. Project 1: Understanding Insurance Appraisals (3-5 minute class presentation) SEE LESSONS

II. Class 2 - Thursday, October 13, 2016 6:30-8:30

- A. Present Project 1: Understanding Insurance Appraisals (3-5 minute class presentation) SEE LESSONS
- B. Ethics
- C. Business insurance
- D. Basic vocabulary
- E. What is appraising?
- F. Review FMV/RRV
- G. Different types of appraisals
- H. Different values
- I. Highest and Best Use
- G. Quiz 1 (FMV/RRV) ONLINE

III. Class 3 - Thursday, October 20, 2016 6:30-8:30

- B. Bibliography comments
- C. Why/What/How/Where
- D. Approaches to valuation

- E. Stages of an appraisal
 - 1. Identification
 - 2. Description
 - 3. Research
 - 4. Approach
 - 5. Analysis
 - 6. Value Conclusion
 - 7. Appraisal Document

F. Quiz 2 (Appropriate Markets) Take home ADD to DROP BOX

IV. Class 4 -Thursday, October 27, 2016 6:30-8:30

- A. Computer services
- B. Project 2: Comparable analysis (3-5 minute class presentation) SEE LESSONS

V. Class 5 -Thursday, November 3, 2016 6:30-8:30

- Project 2: Comparable analysis (3-5 minute class presentation) SEE LESSONS
- A. Damage and loss appraisals

Disclaimer: Syllabus is subject to change due to current events, schedule changes and/or level and interests of students, and their ability to grasp material.

Academic Integrity: Plagiarism involves borrowing or using information from other sources without proper and full credit. Students are expected to demonstrate how what they have learned incorporates an understanding of the research and expertise of scholars and other appropriate experts; and thus recognizing others' published work or teachings – whether that of authors, lecturers, or one's peers – is a required practice in all academic projects." The full policy is located at: <http://www.scps.nyu.edu/about-scps/policies-and-procedures/> It will be strictly enforced.

FINAL EXAM DUE December 15, 2016

GRADES WILL BE POSTED AFTER December 25, 2016

(Email gskluzacek@aol.com)