

# Schedule Florida 19/1-29/1

## 19/1 Monday 9-12

Introduction  
How to handle documents in a structured way  
How, why and legal aspects on establishing companies and foundations in Bahamas  
Letting process on Internet  
Sketchup  
Internet marketing

## 15-19

Financial report  
Akelius Fastigheter  
  
Group work

## 20/1 Tuesday 9-12

Public buildings for elderly  
  
Group work

## 15-19

Financial report  
Akelius Apartments  
  
Group work

## 21/1 Wednesday 9-12

Calculation  
  
Group work

## 15-19

Calculation  
  
Group work

## 22/1 Thursday 9-12

The German valuation model  
Operational costs  
Processes regarding budget, prognosis, bookclosing and reports  
Controlling in a region  
VAT and letting

## 15-19

Due diligence process  
- Sweden  
- Germany  
  
Group work

## 23/1 Friday 9-12

Bank relations. How banks appraise real estate and real estate companies  
Securities and loan agreements  
IT-structure and systems connected to the organisation

## 15-19

Energy  
Alternative heating sources  
EU and German requirements on energy efficiency  
  
Group work

**26/1 Monday 9-12**

Technical installations in properties  
Pipe work restoration  
Refurbishment of apartments - the Berlin way  
The case of insulation facade  
Procurement process

**15-19**

Property development:  
- case Spener Str - Berlin  
- case Else Averdick Str - Hamburg  
  
Group work

**27/1 Tuesday 9-12**

DC  
Speech training

**13-17**

Speech training

**28/1 Wednesday 9-12**

DC  
Speech training

**13-17**

Speech training

**29/1 Thursday 9-12**

DC  
Speech training

**13-17**

Speech training

**20.00 Farewell dinner**