Week 7 Resource Index

Preparing the Home for Market | Workbook, reusable handouts and separate consumer reports. Choose the pieces that fit the appointment.

Agent workbook

The 10-page workbook follows the approved 18-slide lesson. Use it for class notes, decisions and an action plan for a current or sample property. Worksheet spaces are designed for handwriting.

Seven separate practical handouts

Handout	Pages	For whom	When to use it
01 Seller Preparation Plan	2	Seller + agent	Walk-through and five agreed priorities.
02 Photo Day Checklist	1	Seller	Finish preparation before the photographer arrives.
03 Showing Day Reset	1	Seller	A repeatable routine before confirmed appointments.
04 Privacy Access and Pet Plan	1	Seller + agent	Agree on household and visitor arrangements.
05 Seller Conversation Guide	2	Agent	Respectful responses to eight common concerns.
06 Final Readiness Review	1	Seller + agent	Confirm completed work and follow-up before launch.
07 Repair or Refresh Decision Sheet	1	Seller + agent	Compare cost, time and alternatives before spending.

> **A SIMPLE APPOINTMENT SEQUENCE**
>
> Start with the Preparation Plan. Use the Decision Sheet for significant expenses. Give the Photo Day and Showing Day checklists to the seller. Finish with the Readiness Review.

Original workbook and handouts: Bob Latigona, Century 21 Alliance. Consumer guides: National Association of REALTORS®, supplied as separate, unmodified PDFs. Guide links reviewed October 17, 2026.

SIX SEPARATE NAR GUIDES

Consumer Reports and Song Pairings

Give the seller the relevant guide when the topic comes up. Use the accompanying songs as a memorable introduction, then discuss the property-specific decisions.

01 Preparing to Sell Your Home

Start the preparation discussion and identify repair questions.

Song: Ready to Sell

Read the official NAR guide

02 Staging Your House for a Sale

Compare staging approaches before choosing services.

Song: No separate song selected

Read the official NAR guide

03 Home Selling Tips for Privacy and Safety

Discuss personal information and visitor access.

Song: Private Things Out of Sight

Read the official NAR guide

04 Marketing Your Home

Connect preparation with photos, visits and the marketing plan.

Song: Show the Story

Read the official NAR guide

05 10 Tips for Packing Smartly for a Move

Support a manageable packing plan.

Song: Pack Smart, Move Easy

Read the official NAR guide

06 Seller Checklist 15 Things to Do Before Every Showing

Provide a recurring showing routine.

Song: Clear It, Clean It, Light It Up

Read the official NAR guide

NAR guides provide national consumer information. Discuss local requirements and property-specific questions with the agent, broker or attorney. Reported staging outcomes are not guarantees for an individual home.

Listen to Bob's consumer songs