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Course Code: ODC8070GS

Course Title: IBM TRIRIGA Real Estate: Leased and Owned Property Contract Management

### **Description:**

Learn how to manage your real estate lease obligations with IBM TRIRIGA. With TRIRIGA you can store all contract documentation, conditions, clauses, options, and financial transactions in one comprehensive repository. Learn to set up automated notifications and alerts about upcoming critical dates including lease expirations, required actions, and contract options to avoid overpayment, late fees, and missed opportunities. You also learn to create up-to-date financial reports, maintain an accurate payment process, and satisfy regulatory requirements. To get the most from this course, plan how you will use TRIRIGA in your current environment before attending the course.

### **Objectives:**

After completing this course, students should be able to perform the following tasks:

- Create and manage leases
- Track critical lease terms and dates
- Manage rent and expenses
- Manage tenants and billing

### **Duration:**

24 Hrs

### **Topics:**

Unit 1: Leased and Owned Property Management

Unit 2: Real Estate Contract Management Setup

Unit 3: Real Estate Contract Management

Unit 4: Lease Administration

Unit 5: Processing Contract Payments

Unit 6: Payment Adjustments

Unit 7: Real Estate Contract Requests

### **Audience:**

The typical student for this course may be finance and accounting personnel who will administer and manage leases