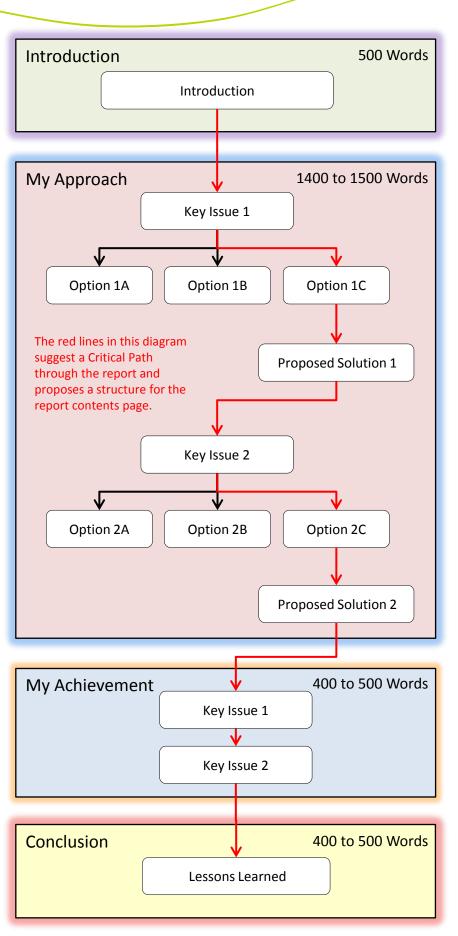


RICS APC Case Study Graphical Explanation

Produced by Jon Lever FRICS



The **Case Study** layout should be in a professional report style / structure starting with an **Introduction** to the project and YOUR involvement.

Followed by **My Approach**; *Key Issue(s)* (I suggest a maximum of two), *Options* (I suggest three or four per key issue) and a *Proposed Solution* per key issue.

You should then consider

My Achievements (reasoned advice and reflection).

Finally the **Conclusion** (Lessons Learned) giving an overall analysis of advice you have given and **YOUR Personal Experience.**

The RICS guidance for the Case Study can be found in the RICS APC Candidate's Guide (August 2015) on page 16 and 17.

REMEMBER 3000 words MAXIMUM

– Write more and you will **NOT** be following your client's brief! (**There is** NO + / - 10% allowance).

Write the report professionally using a front cover, declaration, contents, numbered paragraphs plus relevant and supporting appendices. Ensure it is correctly Word processed with the correct spell checking dictionaries.

Always remember the **CONFIDENTIALITY OF CONTENT** and ensure you have been diligent with seeking approval from all named and referenced parties.

REMEMBER

MAXIMUM 3000 WORDS