

***This is a SouthArk Master Syllabus. The course syllabus distributed by the instructor may include additional requirements, must be followed by the student in the given term, and is considered to supersede the Master Syllabus.***

**Course Number**

CJ 2403

**Course Title**

Criminal Investigation Techniques

**Course Description**

Prerequisite: CRJU 1103 or equivalent. Survey of general procedures, concepts and practical application of the mechanics of criminal investigation. Emphasis on elements of crime and fact-finding.

**College Mission**

South Arkansas Community College promotes excellence in learning, teaching, and service; provides lifelong educational opportunities; and serves as a cultural, intellectual, and economic resource for the community.

**College Wide Student Learner Outcomes**

Critical Thinking

Responsibility

Communication

**ACTS Course**

**Program Course**

**Program Outcomes**

1. Understand The Investigative Function: The Responsibility of All Police Personnel.
2. Contrast public and private investigation techniques
3. Describe innovations in investigative techniques and use of data gathering.
4. Understand limitations on Surveillance, Undercover Assignments and Raids.
5. Understand the Importance of Well-Written Reports, Recording and Dictating Reports, Computerized Report Writing and Evaluating Reports.
6. Demonstrate knowledge of the Investigative Process

**ACTS Outcomes**

N/A

**Course Outcomes**

#	Course Outcomes	Unit Outcomes/ Competencies	ACTS Program Outcomes	Critical Communication	Responsibility	Assessment
1	Understand The Investigative Function: The Responsibility of All Police Personnel.	1. 1-5	1,4	C1		Written Test
2	Contrast public and private investigation techniques	2. 1-6	1,7	C1		Written Test

3	Comprehend the application of Legal Searches and the Fourth Amendment Basic Limitation on Searches, Justification for Reasonable Searches, and The Exclusionary Rule.	3. 1-5	1,6,7	CT1	Written Test
4	Describe innovations in investigative techniques and use of data gathering.	3. 1-5			Written Test
5	Understand limitations on Surveillance, Undercover Assignments and Raids.	4. 1-7			R3 Written Test

## Unit Outcomes/ Competencies

### Unit 1: Introduction:

At the end of this unit, students should be able to:

Describe what criminal investigation is.

1. Define the major goals of criminal investigation.
2. Explain the basic functions investigators perform.
3. Describe what effective investigators do.
4. Describe which characteristics are important in investigators.
5. Explain who usually arrives at a crime scene first.
6. Discuss what should be done initially at a crime scene.
7. Describe what to do if a suspect is still at a crime scene or has recently fled the scene.

Assessment Tools: Written Test

### Unit 2: Writing Reports

At the end of this unit, students should be able to:

1. Discuss the Importance of Report writing
2. Identify Common Problems with Many Police Reports  
Generate a Well-Written Report: From Start to Finish
3. Record and Dictate Reports
4. Evaluate the credibility of Reports

Assessment Tools: [Written Test](#)

### Unit 3: Effecting Arrests and filing reports

At the end of this unit, students should be able to:

1. Understand how to develop, locate, and Identify Suspects
2. Discuss methodologies for Surveillance, Undercover Assignments and Raids:
3. Evaluate and Corroborate gathered Information
4. Use and apply Scientific Aids to Obtain and Evaluate evidence of reports filed

Assessment: Written Activity.

### Unit 4: Investigating Drug Related Crimes

At the end of this unit, student should be able to:

1. Identify Major Activities of Organized Crime
2. Discuss Applicable Laws against Organized Crime
3. Understand The National Drug Control Strategy and how develop Community Partnerships
4. Have insight on Preventing Problems with Illegal Drugs and Organized Crime:

5. Discuss in detail Drug Asset Forfeitures Assessment: Written Test

### **Assessment Description(s)**

A series of exams, hands-on exercises, and short tests.

**Grading Scale:** The final Grade is determined by the percentage of successful test scores as listed below.

90---100 = A

80---89 = B

70---79 = C

60---69 = D

Below 60 =Failed

## **Materials and Technological Requirements**

### **Text: Fact Investigation**

Second edition: Paul J. Zwier and Anthony J. Bocchino

ISBN : 978-1-60156-435-1

### **Class Attendance Policy**

Students are expected to attend all classes in which they are enrolled. If a student is absent from a class session, it is the student's responsibility to make arrangements to complete or make up any work missed. No makeup work for missed classes will be allowed without the approval of the instructor. Students who enroll late must assume all responsibility for work missed. Classes not attended as a result of late enrollment may be counted toward excessive absences. Students not attending the entire class period may be counted absent for that period.

An instructor may drop students with a grade of "WE" if students have been absent for an excessive number of days. Warning letters will be sent to the students advising them of the consequences of non-attendance and urging them to contact their instructors immediately.

Excessive absences are defined as follows:

#### Regular Semester

Courses which meet once a week- 2 absences

Courses that meet twice per week- 3 absences

Courses that meet four times per week- 5 absences

#### Summer Session:

Courses that meet four times per week in a five-week session- 3 absences

Courses which meet two evenings per week in a 10-week session- 3 absences

Students enrolled in special programs or individualized instruction should contact their program director/instructor regarding specific attendance requirements for the program/course.

Some of the selective-admission health-science programs have specific criteria regarding attendance. Students are encouraged to refer to program policies in these matters.

### **Academic Honesty Policy**

Students enrolled at South Arkansas Community College are expected at all times to uphold standards of integrity. Students are expected to perform honestly and to work in every way possible to eliminate academic dishonesty.

Academic dishonesty includes cheating and plagiarism, which are defined as follows:

- Cheating is an attempt to deceive the instructor in his/her effort to evaluate fairly an academic exercise. Cheating includes copying another student's homework, class work, or required project (in whole or in part) and/or presenting another's work as the student's own. Cheating also includes giving, receiving, offering, and/or soliciting information on a quiz, test, or examination.
- Plagiarism is the copying of any published work such as books, magazines, audiovisual programs, electronic media, and films or copying the theme or manuscript of another student. It is plagiarism when one uses direct quotations without proper credit or when one uses the ideas of another without giving proper credit. When three or

more consecutive words are borrowed, the borrowing should be recognized by the use of quotation marks and proper parenthetical and bibliographic notations.

If, upon investigation, the instructor determines that the student is guilty of cheating or plagiarism, the following penalties will apply:

- The student will receive a penalty of no less than a zero on the work in question.
- The instructor will submit a written report of the incident to the Vice President for Learning
- The Vice President for Learning will determine whether further disciplinary action will be taken.
- All decisions may be appealed for review through the college's Academic Appeals procedure.

### **Equal Opportunity-Affirmative Action Statement**

South Arkansas Community College does not discriminate on the basis of age, race, color, creed, gender, religion, marital status, veteran's status, national origin, disability, or sexual orientation in making decisions regarding employment, student admission, or other functions, operations, or activities.

### **Library Services**

Library Homepage: <http://southark.libguides.com/homepage> Library Contact: LibraryStaff@southark.edu or 870.864.7115

### **Procedures to Accommodate Students with Disabilities:**

If you need course adaptations or accommodations because of a disability, please report this to the Vice President of Student Services with proper documentation.

### **The Early Alert System**

In an effort to ensure student retention and success, South Arkansas Community College employs an Early Alert System to identify and support at-risk students as soon as possible in a given semester. The intent of Early Alert is to provide this assistance while there is still time to address behaviors or issues that have the potential of preventing students from completing their courses and degree plans. Students referred through the Early Alert System will be required to work on a corrective action plan with their student advising coach and to include attendance accountability and mandatory academic tutoring either in the academic division or in the Testing and Learning Center (TLC).

Once the Student Advising Coach has met with the referred student, and again when the student has met the prescribed corrective actions, the coach will update the Early Alert System so that the instructor is kept informed of the progress in resolving issues.

**Date of Revision: 2/2/2017**