



## **CJ 2314.1SW Criminal Investigation (ONLINE)**

### **COURSE SYLLABUS: Summer II**

#### **INSTRUCTOR INFORMATION**

**Instructor:** Kendra Gentry, PhD - Assistant Professor of Criminal Justice

**Office Hours:** Virtual - Weekly following synchronous Zoom session

**University Email Address:** kendra.gentry@tamuc.edu

**Preferred Form of Communication:** D2L Discussion Thread, Email

**Communication Response Time:** Emails are answered within 48 hours

**Course start and end dates:** July 11 - August 11, 2022

**Class Location:** Online - Synchronous Zoom

**Class time:** Mondays 12:00-2:00pm

#### **COURSE INFORMATION**

##### **TEXTBOOK:**

Title: Criminal Investigation (**11th Edition**)

Authors: Hess, Orthmann & Cho

Publisher: Cengage (ISBN: 9781285862613)

##### **COURSE DESCRIPTION:**

An examination of theories and practices of the investigation process in the criminal justice system. An analysis of information and application of operational techniques relating to crime scenes, forensic sciences, interviews, and interrogations. A study of issues concerning rules of evidence, trial testimony, and other constitutional processes.

##### **LEARNING OUTCOMES:**

*At the completion of this course, the student will be able to:*

1. Understand general criminal investigative practices, constitutional laws and relevant theories.
2. Understand the techniques behind investigating violent crimes.
3. Understand the techniques behind investigating property crimes.
4. Understand the special challenges facing the criminal investigation field.

## **COURSE REQUIREMENTS**

### **Minimal Technical Skills Needed:**

Basic understanding of Microsoft Office programs

Internet browsing

### **Instructional Methods:**

Online class

### **Attendance, Online Participation Requirement:**

Attendance in the course is measured through online participation. In fulfillment of course requirements, it is suggested that you be active in this course every week. This will be done through accessing D2L each week at your convenience. Online participation includes being actively engaged in reading online lectures, reading supplemental material, posting questions to the Q&A discussion board and reading the Q&A discussion board. Online participation may be monitored by the professor and used when determining borderline grades.

### **Online Assignment and Exam Submission:**

- **ALL SUBMISSIONS MUST BE MADE BY 10PM.**

### **Reading Assignments:**

You are required to buy/rent the textbook and complete all readings. You will not score well in this course without the textbook, since many exam questions come directly from the text and written assignments require textbook page number citation.

### **Quizzes:**

Students are required to take quizzes during the assigned module as scheduled on the course syllabus.

The quiz is open-book/notes, timed, randomized and in sequential order – meaning that **no two quizzes are the same**. It is strongly suggested that you take your quiz in a quiet space with a reliable computer and consistent Internet connection.

Once accessed, the timing begins and you may only take the quiz one time.

- You must answer each question that appears on screen. If you skip a question without answering, it is marked as incorrect and you cannot return to the question later.
- You will not be able to re-take a quiz because:
  - "I entered the wrong answer."
  - "My internet/wifi went down."
  - "My computer froze/crashed."
  - "My battery died."
  - "D2L kicked me out/logged me off."
  - "My electricity went out."
  - "I submitted the entire exam by accident. I only meant to submit an answer to a question."
  - "I skipped all of the questions because I thought I could return to them later."

## **Contacting Professor with Questions – D2L Discussion Board**

**MANDATORY**: Post all questions regarding class, assignments and quizzes on the Discussion Board. The instructor prioritizes these posted questions **before** e-mail and voicemail. This method benefits all students in the class, since others may have similar questions. Only e-mail if you have a personal emergency.

### **Grades:**

Individual grades on assignments are posted in D2L in order to assist students in monitoring their academic progress throughout the semester. All final grades are posted via the D2L.

### **Extra Credit:**

Any extra credit opportunities will be discussed in class. If offered, extra credit will be available to all students in the course, not individual students.

### **Virtual Classroom Rules:**

- You are free to discuss individual thoughts and opinions during class discussion periods, however, be sure to be courteous to your fellow classmates and professor via all posts.
- Please be tolerant toward comments and opinions for which you do not agree; tolerance is a reciprocal process for all students. The professor will not tolerate any remarks that are personally demeaning, or offensive.
- If disruptive behaviors arise in the online discussion board, the professor and Department Chair will contact you to discuss dropping the course.

### **Plagiarism:**

Plagiarism is generally defined as the presentation of the ideas and/or the words of someone else as one's own. Examples of plagiarizing material include using a person's written words or ideas from a variety of different sources (internet, classmate's paper, book, journal article, etc.) without proper documentation. Plagiarism is taken very seriously and the student will be fully punished if caught plagiarizing material within this course. This course uses plagiarism software, which is integrated within D2L.

You commit plagiarism if you use, copy and paste or paraphrase:

- **Any part of an assignment submitted by a student from a previous semester**
- **Any part of an assignment written by/shared with a current classmate (collaboration work, group work and split work are NOT allowed)**
- **Any part of another person's written words without correct documentation**
- **Any part of another person's ideas without correct documentation, including any part of a website, book, encyclopedia, magazine article, journal article, newspaper article or any other source used without correct documentation.**
- **Plagiarism is punished in a variety of ways. If collaboration/shared work is found, BOTH the student who copied and the student who allowed their work to be copied will be reported. The student(s) may fail the assignment and/or the entire course. The Dean may take additional actions.**
- **To avoid such punishments: do not plagiarize others and do not allow other students/friends to view your work at any time, no matter the circumstances.**

**Student Expectations:**

- Check D2L, course schedule, assignment due dates and your e-mail every day.
- Post any questions to the Discussion Board.
- Keep up with your reading assignments and lecture slides. Don't fall behind!
- Practice "Netiquette":
  - Be polite and respectful in your postings
  - Use proper grammar and correct spelling
  - Do not write in all caps

**Professor Expectations:**

- I will be available during scheduled office hour appointments.
- I will read questions posted to the Discussion Board daily during the week.
- I will respond to your post within 48 hours.
- I will post announcements and reminders at the beginning of the semester.
- I will update your grades as quickly as possible.

**How to get an "A" in this online class:**

- Know your due dates and submit all assignments on time!
- Confirm that your submissions were properly uploaded by clicking the My Grades tab.
- Set aside a specific time during the day for this course. Use this time for preparation (reading, studying) and for participation (Q&A posts, exams).
- Keep up with the readings.
- Post all questions for the professor to the Discussion Board. No email or voicemail.
- Study, study, study!
- Schedule enough time in advance to finish all assignments and quizzes. Be aware that D2L is often not accessible due to being "under maintenance" and late submissions will not be accepted.

**Tips for success:**

- Since you have most of the reading materials available to you at the beginning of the semester, you can do much of the reading in advance.
- Your hard work at the beginning of the semester will pay off toward the end of the semester, as deadlines from other courses often pile up. Keep ahead of deadlines to remain stress free.

## **GRADING**

<b>Graded Item</b>	<b>Points Possible</b>	<b>Points Earned</b>
Quiz 1	100	
Quiz 2	100	
Quiz 3	100	
Quiz 4	100	
TOTAL	400	

<b>Points Earned</b>	<b>Final Grade</b>
360-400	A
320-359	B
280-319	C
240-279	D
239 or below	F

## **ASSESSMENTS**

### **1. Quizzes: 4 x 100 points each (400 points)**

Each quiz is based on the assigned textbook chapters and lecture slides.

- **All quizzes are 75 minutes with 50 questions (2 points each).**
- **Questions vary: multiple choice, true/false, matching, fill-in-the-blank, short answer**
  - **Quiz #1:** Ch. 1-7
  - **Quiz #2:** Ch. 8-12
  - **Quiz #3:** Ch. 13-16
  - **Quiz #4:** Ch. 17, 18, 21

## TECHNOLOGY REQUIREMENTS

### LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

### ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

### TECHNICAL SUPPORT

If you are having technical difficulty with any part of D2L, call 903-468-6000 or 1-877-325-7778. Other support options are here: <https://community.brightspace.com/support/s/contactsupport>

# UNIVERSITY PROCEDURES/POLICIES

## Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

## University Specific Procedures

### Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

- <http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: <https://www.britannica.com/topic/netiquette>

### TAMUC Attendance

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

- <http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>
- <http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

### Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

- [Undergraduate Academic Dishonesty 13.99.99.R0.03](#)
- <http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>
- [Graduate Student Academic Dishonesty 13.99.99.R0.10](#)
- <http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf>

### Students with Disabilities-- ADA Statement

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

## **Office of Student Disability Resources and Services**

Texas A&M University-Commerce

Gee Library- Room 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: [studentdisabilityservices@tamuc.edu](mailto:studentdisabilityservices@tamuc.edu)

Website: [Office of Student Disability Resources and Services](#)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

### **Nondiscrimination Notice**

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

### **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

### **A&M-Commerce Supports Students' Mental Health**

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit [www.tamuc.edu/counsel](http://www.tamuc.edu/counsel)



## COURSE OUTLINE / CALENDAR

<b>Date</b>	<b>Task</b>	<b>Topic</b>	<b>Due/Important</b>
<b>MODULE 1</b> 7/11 - 7/17	Introduction	Syllabus, D2L	<b><u>Required Attendance:</u></b> <b>Zoom Session</b>  <b>Buy Textbook</b>
<b>MODULE 2</b> 7/18 - 7/24	Chapter 1 Chapter 2 Chapter 3 Chapter 4 Chapter 5 Chapter 6 Chapter 7	Criminal Investigation: An Overview Documenting the Crime Scene Writing Effective Reports Searches Forensics/Physical Evidence Obtaining Information & Intelligence Identifying & Arresting Suspects	<b><u>Required Attendance:</u></b> <b>Zoom Session</b>  <b><u>Due Sunday 10pm:</u></b> <b>Quiz 1</b> (Chapters 1-7)
<b>MODULE 3</b> 7/25 - 7/31	Chapter 8 Chapter 9 Chapter 10 Chapter 11 Chapter 12	Death Investigations Assault, Domestic Violence, Stalking & Elder Abuse Sex Offenses Crimes Against Children Robbery	<b><u>Required Attendance:</u></b> <b>Zoom Session</b>  <b><u>Due Sunday 10pm:</u></b> <b>Quiz 2</b> (Chapters 8-12)
<b>MODULE 4</b> 8/1 - 8/7	Chapter 13 Chapter 14 Chapter 15 Chapter 16	Burglary Larceny/Theft, Fraud & White-Collar Crime Motor Vehicle Theft Arson, Bombs & Explosives	<b><u>Required Attendance:</u></b> <b>Zoom Session</b>  <b><u>Due Sunday 10pm:</u></b> <b>Quiz 3</b> (Chapters 13-16)
<b>MODULE 5</b> 8/8 - 8/11	Chapter 17 Chapter 18 Chapter 21	Computer Crime Dual Threat: Drug Crime & Organized Crime Preparing for and Presenting Cases in Court	<b><u>Required Attendance:</u></b> <b>Zoom Session</b>  <b><u>Due Thursday 10pm:</u></b> <b>Quiz 4</b> (Chapters 17, 18, 21)

*\*subject to modification, with notification*