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# Advanced Investigation

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TEXAS A&M  
UNIVERSITY  
CENTRAL TEXAS

Instructor: Assistant Professor Tammy Bracewell, PhD

Class Location:

- FH

Class Duration: \_\_\_\_\_

- August 21-December 15, 2017

Office Hours: FH 217M, Mondays & Wednesdays 12:15-1:00, Tuesdays 10:00-2:30, or by appt. If you know you would like to meet with me it is always best to schedule an appointment, even if it is during office hours. This ensures you are given priority over walk-ins.

Email:

- [tammy.bracewell@tamuct.edu](mailto:tammy.bracewell@tamuct.edu) or Canvas inbox \*\*\* preferred\*\*\*
- Please direct all email communication through this email.
- When emailing, always identify yourself and what course you are in. In general, when communicating electronically you should use complete sentences and be very clear about what you are asking or saying to avoid miscommunication.
- I check my email several times a day. I check Canvas at least once a day. These are the two best ways to reach me. If you need to talk to me outside of office hours please email or message me.

**\*\*\*Note: This syllabus is subject to revisions when necessary throughout the semester. Students will be notified of any changes via Canvas.\*\*\***

## MODE OF INSTRUCTION AND COURSE ACCESS

This class meets face to face with some online components and resources. As this class has online components, students must be able to access Canvas. Students can access Canvas on the Texas A&M-Central Texas website: [www.tamuct.edu](http://www.tamuct.edu). Log in with your TAMUCT issued ID and your password. If you have difficulty using Canvas, contact Help Desk Central 24/7 by phone at (254) 519-5466 or live chat at <http://hdc.tamu.edu>.

This course will use the A&M-Central Texas Instructure Canvas learning management system. Logon to A&M-Central Texas Canvas [<https://tamuct.instructure.com>].

Username: Your MyCT username (xx123 or everything before the "@" in your MyCT e-mail address)

Password: Your MyCT password

Technology Support.

For log-in problems, students should contact Help Desk Central.

24 hours a day, 7 days a week:

Email: [helpdesk@tamu.edu](mailto:helpdesk@tamu.edu)

Phone: (254) 519-5466

[Web Chat](http://hdc.tamu.edu): [<http://hdc.tamu.edu>]

*Please let the support technician know you are an A&M-Central Texas student.*

For issues with **Canvas**, select “chat with Canvas support,” submit a support request to Canvas Tier 1, or call the Canvas support line: 1-844-757-0953, links to all are found inside of Canvas using the “Help” link.

For issues related to course content and requirements, contact your instructor.

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### STUDENT-INSTRUCTOR INTERACTION

This is a lecture class with online components. Most communication between the instructor and students will be in person. However, students can contact me via Canvas and email and all students are able to schedule a telephone conference or meet with me during office hours.

I will check and reply to student emails on a daily basis – students should expect a response within 24 hours. Any deviations from this will be announced on Canvas. Checking Canvas frequently is important as this is where any class announcements will be posted.

It is HIGHLY recommended that you go into your “settings” in Canvas, select “notifications”, and elect to receive emails when announcements are made. You are responsible for obtaining information in a timely manner.

My preferred method of electronic student interaction is via Canvas. All students should identify the class they are in, use proper salutations and signatures, identify a question, be succinct, and maintain professionalism in any correspondence. Deviations from these guidelines will likely not receive a response. Additionally, students should check the syllabus before asking questions that are likely answered in the syllabus. If the answer is in the syllabus, that is what the response email will reference.

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#### Copyright Notice.

Students should assume that all course material is copyrighted by the respective author(s). Reproduction of course material is prohibited without consent by the author and/or course instructor. Violation of copyright is against the law and Texas A&M University-Central Texas’ Code of Academic Honesty. All alleged violations will be reported to the Office of Student Conduct.

### **911 Cellular:**

Emergency Warning System for Texas A&M University – Central Texas

911Cellular is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in 911 Cellular through their myCT email account.

Connect at [911Cellular](https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management) [https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management] to change where you receive your alerts or to opt out. By staying enrolled in 911Cellular, university officials can quickly pass on safety-related information, regardless of your location.

## **COURSE INFORMATION**

### **1.0 Catalogue Description**

**Advanced Investigation. (3-0)** Explore advanced criminal and civil investigation, with an introduction to special investigative techniques. Emphasis on crime scene processing, crime scene analysis, forensic evaluations, investigative techniques, and investigative surveys.

### **2.0 Course Objectives**

By the end of this course you should be able to demonstrate an understanding of physical aspects of forensic science.

1. Students will demonstrate an understanding of criminal investigations by looking at the basic considerations of an investigation and an investigator.
2. Students will understand the responsibilities involved in criminal investigations from report writing through finding the suspect.
3. Students will demonstrate an understanding of the investigation of different types of violent crimes and crimes against persons.
4. Students will demonstrate an understanding of the investigation of different types of crimes against property.
5. Understand special issues in investigations with emerging technologies and global affairs.

### **3.0 Required Textbooks**

Hess, Orthman, & Cho. (2017). Criminal Investigation (11th ed). Cengage: Boston.

## SUPPLEMENTARY MATERIALS

Supplementary material may take the form of handouts, oral presentations, and references from your instructor, presentations by students, and articles we read. Supplementary materials are handed out in class or posted to Canvas.

## REQUIRED COURSE WORK

### I. Assignments (150 points)

There will be 15 assignments throughout the semester. These assignments will cover reading material and videos that we watch. There are no makeup assignments. Each assignment is worth 10 points. Some of these assignments will be in class and some you will take home. If it is an in class assignment and you are absent, you will not receive credit.

### II. Case Presentation (100 points)

Each student will be assigned a famous forensic science case. Each student must give a class presentation for their assigned forensic science case topic. You must research your assigned case and present a narrative of what happened in the famous case to the class. You must also point out the forensic science aspects of the case to the class. Also, give a detailed description of the crime scene(s) involved. Each student should have a powerpoint presentation.

In addition to the presentation all students must load their powerpoint in Canvas. Your presentations should be between 10-12 minutes. Anything less than 10 and anything more than 12 will have point deductions of 5 points per minute. For example, if your presentation lasts 12:45 you will incur a 5 point deduction.

### Grading Rubric Presentation

CATEGORY	Excellent	Good	Poor
<b>Effectiveness (10%)</b>	Project includes all material needed to gain a comfortable understanding of the topic.	Project includes most material needed to gain a comfortable understanding of the material but is lacking one or two key elements.	Project is missing more than two key elements.
<b>Sources (10%)</b>	All sources (information and graphics) are accurately documented in the desired format. 18-20	All sources (information and graphics) are documented, but 1-2 errors 15-17	More than 2 errors in documenting sources. 0-14

<b>Sequencing of Information/ Organization (20%)</b>	Information is organized in a clear, logical way. It is easy to anticipate the type of material that might be on the next slide. 18-20	Most information is organized in a clear, logical way. One slide or item of information seems out of place. 15-17	Some information is logically sequenced. An occasional slide or item of information seems out of place. 0-14
<b>Spelling and Grammar (20%)</b>	Presentation has no misspellings or grammatical errors. 18-20	Presentation has 1-2 misspellings, and/or 1-2 grammatical errors. 15-17	Presentation has more than 2 grammatical and/or spelling errors. 0-14
<b>Use of Graphics (10%)</b>	All graphics are attractive (size and colors) and support the theme/content of the presentation.	A few graphics are not attractive but all support the theme/content of the presentation.	Several graphics are unattractive AND detract from the content of the presentation.
<b>Presentation (30%)</b>	Speaker is clear and easy to understand. Does not simply read slides. Speaker is very familiar with topic and is able to answer general questions. 36-40	Speaker is mostly clear and demonstrates a familiarity with the topic. 25-35	Speaker is somewhat or not clear and does not demonstrate and adequate familiarity with topic. Speaker reads the slides. 0-24

## I. Case Research Paper (100 points)

Each student will submit (via Canvas) a research paper covering the assigned case. Each paper should include the following sections at a minimum: Case overview, key facts, forensic science, investigator mistakes (if applicable), legal rulings.

Requirements for research paper:

- 3-5 pages in length; double-spaced; 12-pt. font; Ariel or New Times Roman. The length does not include cover page or reference page.
- Grammatically correct and free from proofreading errors
- Paragraph, narrative format
- Must be completed in **Microsoft Word and attached in the Assignment** section of Canvas. Additionally, a hard copy must be turned in in class.
- Must adhere to APA format
- Minimum of two ACADEMIC sources per paper. You may use your book as a source. However, it will not be counted as one of the two academic sources. DO NOT USE WIKIPEDIA. Academic sources are peer reviewed journal articles.
- Papers MUST be submitted via Canvas, any deviation from this requirement will not be accepted. If they are not submitted in Microsoft Word, they will not be graded!

Grading Criteria for Case Paper:

<b>Qualities &amp; Criteria</b>	<b>Poor</b>	<b>Good</b>	<b>Excellent</b>
<b>Format/Layout</b> <ul style="list-style-type: none"> <li>• Presentation of the text</li> <li>• Structuring of text</li> <li>• Requirements of length, font, and style</li> <li>• APA style</li> </ul> <i>(Weight: 20%)</i>	Follows poorly the requirements related to format and layout.  (0-14pts)	Mostly follows the requirements related to format and layout.  (15-17)	Closely follows all the requirements related to format and layout.  (18-20 pts)
<b>Content</b> <ul style="list-style-type: none"> <li>• Elements of topics to be addressed</li> <li>• Information is correct</li> <li>• Coherency</li> </ul> <i>(Weight: 40%)</i>	Essay is not objective and poorly addresses the issues. The information provided is unnecessary or insufficient to discuss the issues.  (0-24pts)	Essay is mostly objective and addresses most of the issues. Provided information is mostly necessary and sufficient to discuss the issues. (25-35 pts)	Essay is objective and addresses all the issues. Provided information is necessary and sufficient to discuss the issues.  (36-40 pts)
<b>Quality of Writing</b> <ul style="list-style-type: none"> <li>• Clarity</li> <li>• Grammar and English usage</li> <li>• Organization and coherence</li> </ul> <i>(Weight: 20%)</i>	Essay is poorly written and contains flagrant spelling and grammatical errors. Essay is poorly organized, lacks clarity, and incoherent.  (0-14 pts)	Essay is mostly well-written, without spelling or grammatical errors. Essay is well organized, is clear, and ideas are presented in coherent ways. (15-17 pts)	Essay is well-written, without spelling or grammatical errors. Essay is well organized, clear, and ideas are presented in coherent ways.  (18-20 pts)
<b>Citations, References, &amp; Style</b> <ul style="list-style-type: none"> <li>• APA style</li> <li>• Sources correctly cited regarding content of sources</li> </ul> <i>(Weight: 20%)</i>	Essay fails to follow APA guidelines and sources are incorrectly cited for content expressed in sources. (0-14 pts)	Essay mostly follows APA guidelines and sources are (mostly) cited correctly for content.  (15-17 pts)	Essay follows APA guidelines and sources are correctly cited for content.  (18-20 pts)

**III. Midterm Exam (100 points)**

**IV. Final Exam (100 points)**

### **OTHER INFORMATION REGARDING THE COURSE**

**I. Late assignments:** Late assignments will generally not be accepted. In the event a student misses a class for a legitimate reason (work or medical) advanced notice is required to make up any work. Documentation (including date and time) will be required for any make up assignments. There are very few reasons that late notice may be acceptable such as you were in a severe car accident and just regained consciousness.

In the event you have an excused absence and miss an in class assignment your make-up assignment will be in the form of a summary of the current chapter we are covering in class. The summary should be no shorter than one page, double spaced. If you have an excused absence on the date of the midterm you can take make up the exam on the date of the final. If you have an excused absence on the date of the final you must, as with any other missed assignment, provide advanced notice. The only available date where students can make up the final for an excused absence is 12/13.

There are no make-ups for the class presentations. If you are late (regardless of reason) in turning in the Case Research Paper a deduction of 10 points per day will be deducted.

**II. Supplementary Material:** Additional information may be given that supplement the topics to be addressed. This supplementary material is designed to broaden the educational experience and create more variety to the usual lecture/discussion format of class presentations. You are responsible for all information in the supplementary material.

**III. Extra Credit:** Extra credit is not available in this class.

**IV. Punctuality:** Please be ON TIME to this class. Excessive tardiness is a distraction to the entire class and will not be tolerated. Occasionally things may come up and you may run late. In this instance please enter as quietly as possible and take the first available seat. If tardiness becomes a reoccurring problem a policy of no admittance after a certain time frame will be implemented.

**V. Civility:** While this is a forensics class it is inevitable that some sensitive topics (race, religion, etc...) will be discussed. All students are expected to treat each other with respect. You may disagree but you must do so with civility. Rude and degrading behavior will not be tolerated.

**VI. Posting of Grades:** All student grades will be posted in the Blackboard grade book and students should monitor their grading status through this tool.

**VII. Miscellaneous:** You are not permitted to record this course. This includes taking photos of powerpoints.

- Stay OFF your phones! Your phones should be on SILENT (not vibrate). If you are on call or have some other reason for needing your phone you may leave it on the table on SILENT. If you are seen on your phone I will “call you out”. If you must take a call, take it outside without disturbing the class.
- You may eat/drink. Please clean up after yourself.
- GRAPHIC. This class contains a lot of graphic material. You will not be warned when graphic images will appear, just anticipate at a minimum of every few slides. We will also be discussing classes. If you have any negative reactions to the content please step outside if necessary. If you have any personal experiences that you think I should be aware of please let me know. This would include if you were a victim or a relative of a victim of a violent crime and are worried about triggering memories.

**VIII. Grading Criteria Rubric and Conversion:**

Final course grades will be assessed on the following scale:

Assignment	Points	My Grade
Exam 1	100 points	
Exam 2	100 points	
Case Paper	100 points	
Case Presentation	100 Points	
Assignments	150 points	
<b>Total</b>	<b>650</b>	
582-650 points	A	
517-581 points	B	
452-516 points	C	
387-451 points	D	
<387points	F	

**At the end of the semester there will be NO curve and no extra points given. It is up to YOU to ensure you have the grade you want.**

**6.0 Course Calendar<sup>1</sup>**

Week

8/21		Introduction Chapter 1	
8/23		Chapter 1 & 2	
8/28		Chapter 2 & 3	Assign 1
8/30		Chapter 4	



9/4		Labor Day-No Class	
9/6		Chapter 5	Assign 2
9/11		Chapter 6	Assign 3
9/13		Chapter 7	Assign 4
9/18		Chapter 8	Assign 5
9/19		Chapter 8	Assign 6
9/25		Chapter 9	Assign 7
9/27		Chapter 9	Assign 8
10/2		Chapter 10	
10/4		Chapter 10/Review	
10/9		Midterm Exam	
10/11		Chapter 11	
10/16		Chapter 11	Assign 9
10/18		Chapter 12	Assign 10
10/23		Chapter 12	Assign 11
10/25		Chapter 13	Assign 12
10/30		Chapter 14	Assign 13
11/1		Chapter 15	Assign 14
11/6		Chapter 16	Assign 15
11/5		Chapter 17	
11/13		Chapter 18	
11/15		Chapter 19	
11/20		Chapter 20	Paper Due
11/22		No Class	
11/27		Presentations	
11/29		Presentations	

12/4		Presentations	
12/6		<b>Review</b>	
12/11		<b>Final Exam</b>	
12/13			

### Important University Dates:

August 28, Add/Drop/Late Registration begins  
 August 30, Add/Drop/Late Registration ends, 16-week and 1st 8-week classes  
 September 1, Priority Deadline to Submit Graduation Application  
 September 4, Labor Day, CAMPUS CLOSED  
 September 5, Last day to drop 1st 8-week classes with no record  
 September 13, Last day to drop 16-week classes with no record  
 September 22, Last day to drop a 1st 8-week class with a Q or withdraw with a W  
 October 6, Deadline to submit graduation  
 October 20, Last day to withdraw from the University (1st 8-week classes WF)  
 October 23, Add/Drop/Late Registration begins, 2nd 8-week classes  
 October 26, Add/Drop/Late Registration ends, 2nd 8-week classes  
 October 30, Last day to drop 2nd 8-week classes with no record  
 November 10, Veteran's Day  
 November 10, Last day to drop with a Q or withdraw with a W (16-week classes)  
 November 17, Last day to drop a 2nd 8-week class with a Q or withdraw with a W  
 November 23-24, Thanksgiving, CAMPUS CLOSED  
 December 15, Last day to withdraw from the University (16-week and 2nd 8-week classes)  
 December 15, Last day to file for Degree Conferral (Registrar's Office)  
 December 15, Commencement (End of Fall Term)  
 December 25-January 1, WINTER BREAK

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### UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

Drop Policy.

If you discover that you need to drop this class, you must complete a [Drop Request Form](https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf) [https://www.tamuct.edu/registrar/docs/Drop\_Request\_Form.pdf].

Professors cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the University Calendar for which the form must be completed, signed and returned. Once you return the signed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail

to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

#### Academic Integrity.

Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student's academic performance and includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student's work, collusion, and the abuse of resource materials. All academic misconduct concerns will be reported to the university's Office of Student Conduct. Ignorance of the university's standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

#### Academic Accommodations.

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier free education. The Department of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the University's programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Department of Access and Inclusion at (254) 501-5831. Any information you provide is private and confidential and will be treated as such.

For more information please visit our [Access & Inclusion](https://www.tamuct.edu/student-affairs/access-inclusion.html) webpage [https://www.tamuct.edu/student-affairs/access-inclusion.html].

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. For more information, please visit <https://www.tamuct.departments/index.php>. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these [requirements and guidelines online](http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf), please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

#### Tutoring.

Tutoring is available to all A&M-Central Texas students, both on-campus and online. On-campus subjects tutored include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or any other question, contact Academic Support Programs at 254-519-5796, or by emailing Larry Davis at [Imdavis@tamuct.edu](mailto:Imdavis@tamuct.edu).

Chat live with a tutor 24/7 for almost any subject on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log-in and receive FREE online tutoring and writing support. This tool provides tutoring in over forty subject areas. Access Tutor.com through Canvas.

The University Writing Center.

Located in 416 Warrior Hall, the University Writing Center (UWC) at Texas A&M University-Central Texas is a free workspace open to all TAMUCT students from 10am-5pm Monday-Thursday with satellite hours in the University Library on Mondays from 6:00-9:00pm. Students may arrange a one-on-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are available) or by making an appointment via [WCOOnline](https://tamuct.mywconline.com/) [<https://tamuct.mywconline.com/>]. In addition, you can email Dr. Bruce Bowles Jr. at [bruce.bowles@tamuct.edu](mailto:bruce.bowles@tamuct.edu) to schedule an online tutoring session. Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the University Writing Center is here to help!

If you have any questions about the University Writing Center, please do not hesitate to contact Dr. Bruce Bowles Jr. at [bruce.bowles@tamuct.edu](mailto:bruce.bowles@tamuct.edu).

University Library.

The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 72,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On-campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available twenty-four hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at

the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our [Library website](https://tamuct.libguides.com/) [https://tamuct.libguides.com/].

