



## CRJU 3320—CRIMINAL INVESTIGATIONS COURSE SYLLABUS

<b>Instructor:</b>	Marcy L. Hehnly
<b>Email Address:</b>	mhehnly@kennesaw.edu
<b>Office Hours:</b>	By Appointment
<b>Room:</b>	SO Room 2030
<b>Day/Time:</b>	Tuesday/Thursday 1830-1945
<b>Tools/Supplies:</b>	Thumb drive, Laptop Computer, note taking tools.
<b>Required Text:</b>	Lyman, M. (2013). Criminal Investigation (1 <sup>st</sup> ed.). Upper Saddle River, NJ: Pearson Publishing.

---

**Course Description:** This course presents the fundamentals of criminal investigation. The duties and responsibilities of the investigator both in field and in the courtroom are highlighted. Emphasis is placed on techniques commonly utilized by investigative personnel as well as the procedures used for investigating various crimes.

### Competency Areas:

- Role of the Investigator
- Fundamental Investigative Techniques
- Felony Investigation Procedures
- Describe the role of criminal investigators in the field and courtroom.
- Discuss the legal issues in criminal investigations.
- Discuss the basic concepts of investigatory work.
- Describe the fundamental techniques used in criminal investigations.
- Examine surveillance techniques.
- Explain the process used for suspect and/or victim identification.
- Discuss the methods used to investigate robbery.
- Describe the techniques used to investigate child abuse.
- Distinguish the proper method used to investigate narcotics and dangerous drugs.
- Describe the manner of processing crime scenes in vehicles.
- Explain the practices for investigating burglary.
- Describe Identify procedures for investigating sex crimes.
- Compare and Contrast the investigative techniques of homicide and suicide investigation.

### Grading Scale:

Grades are issued at the end of each quarter. All grades earned will be reflected on and remain on the official academic transcript. The following grading scale is used:

A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

### Grading Criteria:

Final Grades for this course will be calculated as follows:

Homework/Assignments	40%
Exams	40%
Class participation	20%

### Attendance Policy:

Regular attendance and participation is expected.

Attendance for classes which meet two (2) times per week: Missing five (5) class periods will result in the lowering of the course grade by one (1) letter grade. Missing six (6) class periods will result in an "F" (this includes arriving late or leaving early). Exceptions will be made for emergencies only (Emergencies will be limited to death in the immediate family, student, or student's children in the hospital or court subpoena). Additionally for each time a person is late for class or leaves early, a half of a point will count negatively toward the point assessment of missing classes (ie. If a person is late on two occasions, they have missed one full point counting toward the number of classes missed). This is a very policy which is strictly enforced.

### Academic Integrity:

The Undergraduate Catalog contains the general policies and regulations on the Academic Honesty policy. I advise you to read and follow the academic policy. The bottom line: Do The Right Thing! Plagiarism equals an "F."

Every KSU student is responsible for upholding the provisions of the Statement of Student Rights and Responsibilities, as published in the Undergraduate and Graduate catalogs. Section II of the Statement of Student Rights and Responsibilities addresses the University's policy on academic honesty, including provisions regarding plagiarism and cheating, unauthorized access to University materials, misrepresentation/falsification of University records or academic work, malicious removal, retention, or destruction of library materials, malicious/intentional misuse of computer facilities and/or services, and misuse of student identification cards. Incidents of alleged academic misconduct will be handled through the established procedures of the University Judiciary Program, which includes either an "informal" resolution by a faculty member, resulting in a grade adjustment, or a formal hearing

procedure, which may subject a student to the Statement of Student Rights and Responsibilities minimum one semester suspension requirement.

### **Classroom Policies and Procedures:**

Regular class attendance and participation imply preparation. Students are expected to keep current with reading assignments and to demonstrate preparation in both discussions and assigned projects.

Cell phones can be a major distracter in the learning environment. It is required that all cell phones be turned off during class. If a student is found to be using a cell phone while instruction is occurring, the student may be asked to leave and will be counted absent for that day. If you have a situation which requires the use of a cell please contact your instructor prior to class.

Laptop computers will be used only at times designated by the instructor for in-class research projects. They are not to be used for any other purpose or times because they are a major distracter in the learning environment and are often used for purposes other than note taking. Please bring your laptop to class to be able to assess the internet upon the permission of the instructor. Additionally, students may choose to bring a thumb drive to class to save their information.

Any student with a documented disability needing academic adjustments must notify me as soon as possible. Verification from KSU disabled Student Support Services is required. All discussions will remain confidential.

Recording of lectures is not permitted without written permission from the instructor.

### **Class Assignments:**

Discussion assignments, quizzes throughout the semester, and an interview with a police administrator, research paper, and presentation are also required. Assignments which are required in paragraph format will follow APA guidelines. We will have guest speakers throughout the semester. It is requested of students to be professional, come prepared to class and participate in class discussions with the speakers. This is a great way to network--so take advantage of it!

### **Class Schedule:**

Aug 21/23: Introductions, course syllabus overview, Chapter 1—Foundations of criminal investigations

Aug 28/30: Chapter 2—The crime scene

Sept 4/6: Chapter 3—Processing the crime scene

Sept 11/13: Chapter 4—Identification of criminal suspects, Quiz chapters 1-3

Sept 18/20: Chapter 5—Legal issues in criminal investigations

Sept 25/27: Chapter 6—interviews and interrogations

Oct 2/4: Chapter 7—Criminal intelligence and surveillance operations, Quiz chapters 4-6

Oct 9/11: Chapter 8—Management of informants and undercover operations

Oct 16/18: Chapter 9—Death investigations

Oct 23/25: Chapter 10—Robbery, Quiz chapters 8 and 9

Oct 30/Nov 1: Chapter 11—Assault and related offenses

Nov 6/8: Chapter 12—Missing and abducted persons, Quiz chapters 10 and 11

Nov 13/15: Chapter 13—Crimes against children

Nov 20: Chapter 14—Theft-related offenses, Quiz chapters 12 and 13

Nov 21-25: FALL BREAK/NO CLASSES

Nov 27/29: Chapter 15—Arson and bombings

Dec 4/6: Chapter 16—Terrorism and national security crimes

Dec 11: Final Quiz, chapters 14-16

\*\*\*THE SYLLABUS AND COURSE OUTLINE PROVIDE A GENERAL PLAN FOR THE COURSE. DEVIATION FROM THIS PLAN MAY BE NECESSARY AND IS UP THE DISCRETION OF THE PROFESSOR. \*\*\*

\*\*\*\*Please note there will not be a midterm exam or final exam. You will have a series of quizzes throughout the semester that are broken into various subsections of the book. These will all apply towards 40% of your grade.