

**KENNESAW STATE UNIVERSITY  
DEPARTMENT OF SOCIOLOGY AND CRIMINAL JUSTICE  
CRIMINAL JUSTICE 3320 - CRIMINAL INVESTIGATION**

**SYLLABUS – SPRING 2017  
CRN 10091**

Instructor: Mr. Wally Thornton  
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Available before class

Class Times: Tuesday/Thursday  
12:30 pm – 1:45 pm  
Location: Social Science Bldg.  
Classroom 2030

## **SYLLABUS**

### **COURSE DESCRIPTION:**

This course presents the fundamental principles of criminal investigation. Emphasis is placed on legal requirements stated in Georgia Criminal Law, definition of felony crimes stated in Georgia Code and fundamentals of: investigative procedures, crime scene searches, identification and collection of evidence, note-taking and report writing, surveillance, identification of witnesses and suspects, interviews and interrogation, and preparation and presentation of evidence in court. Topics include: Georgia Criminal Law, common investigative techniques, and procedures used for investigating various crimes.

### **COURSE GOALS AND OBJECTIVES:**

The student must be able to:

- demonstrate an understanding of basic investigative responsibilities.
- demonstrate an understanding of investigating crimes against property.
- demonstrate an understanding of challenges to the criminal investigator regarding computer crime, organized crime, hate crime, gang-related crime and terrorism.
- demonstrate a knowledge of Georgia Criminal Law, common investigative techniques, and procedures used for investigating various crimes.

### **COMPETENCY AREAS:**

Georgia Criminal Law  
Fundamental Investigative Techniques  
Procedures for Investigating Various Felony Crimes

### **REQUIRED READING:**

Orthmann, Christine, Hess, Karen M., 11<sup>th</sup> Edition, Criminal Investigations. Cengage Learning 2015

### **CLASS ATTENDANCE**

Students are referred to the current KSU catalog for the official policy on class attendance. Regular attendance and participation is expected. Missing three classes will result in the course grade being lowered one grade. Missing four classes will result in a grade of "F". Exception will be made for emergencies or court subpoenas. Emergencies constitute hospitalization of student, immediate family member or child only. . In addition, three late arrivals or early departures will constitute one absence. NOTE: The University priority is to keep students safe. Because of recent events it may be necessary to keep the classroom door(s) locked during class hours. Members of the Armed Forces and Police Officers who are required by law to attend training are exempt from this policy for the duration of their training. Official documentation of training dates is required. Students are solely responsible for managing their enrollment status in a course; nonattendance does not constitute a withdrawal.

## **PREPARATION FOR CLASS**

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.

Note: Recording of lectures is prohibited without written permission from the instructor.

## **COURSE PERFORMANCE REQUIREMENTS**

Each student will be required to attend class regularly, perform well on two (2) written examinations, which includes the final examination.

## **TESTS**

Tests will be administered on the dates identified in the Course Outline. Students will be responsible for material presented in class lectures and discussions as well as the material which is contained in the assigned readings. Additionally, students are responsible for any material presented by guest lecturers.

Tests will be returned to students on the next class period.

Please note: The last day to withdraw from class without academic penalty is March 1, 2017.

Confidentiality and Privacy Statement (FERPA). (<http://enrolmentservices.kennesaw.edu/training/ferpa.php>)

## **CELL PHONES AND LANGUAGE TRANSLATORS**

Cell phones can be a major detractor in the learning environment. It is required that all cell phones be turned off during class. In the event of an emergency, personnel in the Security office will notify you. **The Security office number is 770-499-6666.**

## **ACADEMIC INTEGRITY**

Every KSU student is responsible for upholding the provisions of the Student Code of Conduct, as published in the Undergraduate and Graduate Catalogs. Section III of the Student Code of Conduct addresses the University's policy on academic honesty, including provisions regarding plagiarism, cheating, unauthorized access to University materials, misrepresentation/falsification of University records or academic work, malicious removal, retention, or destruction of library materials, malicious or intentional misuse of computer facilities and/or services, and misuse of student identification cards. Incidents of academic misconduct will be handled through the established procedures of the University Judiciary Program, which may include an informal resolution by a faculty member resulting in a grade adjustment or a formal hearing procedure, which may subject the student to the minimum one-semester suspension required by the Code of Conduct. (<http://scai.kennesaw.edu/codes.php>)

No student shall receive, attempt to receive, knowingly give, or attempt to give unauthorized assistance in the preparation of any work required to be submitted for credit (including examinations, laboratory reports, essays, themes, term papers, etc.). Unless specifically authorized, the presence and/or use of electronic devices during an examination, quiz, or other class assignment is considered cheating. Engaging in any behavior which a professor prohibits as academic misconduct in the syllabus or in class discussion is cheating. When direct quotations are used, they should be indicated and when the ideas, theories, data, figures, graphs, programs, electronic-based information or illustrations of someone other than the student are incorporated into a paper or used in a project, they should be duly acknowledged. No student may submit the same, or substantially the same, paper or other assignment for credit in more than one class without prior permission of the current professor(s). (<http://scai.kennesaw.edu/codes.php>)

Kennesaw State University (KSU) is committed to maintaining a fair and respectful environment for living, work and study. To that end, and in accordance with federal and state law, Board of Regents policy, and University policy, the University prohibits harassment of or discrimination against any person because of race, color, sex (including sexual harassment and pregnancy), sexual orientation, gender identity, gender expression, ethnicity or national origin, religion, age, genetic information, disability, or veteran status by any member of the KSU Community on campus, in connection with a University program or activity, or in a manner that creates a hostile environment for members of the KSU community. Incidents of harassment and discrimination will be met with appropriate disciplinary action, up to and including dismissal, expulsion, or termination from KSU. Every member of the KSU community is expected to uphold this policy as a matter of mutual respect and fundamental fairness in human relations. All members of the faculty, staff, and student body are expected to ensure that nondiscriminatory practices are followed at the University. (<http://scai.kennesaw.edu/codes.php>)

## **CLASS CONDUCT**

Offensive statements regarding one's race, sex, creed, national origin, physical or mental disability are not appropriate and will not be tolerated. These statements may be considered a violation of the standards of conduct as stated in the current KSU catalog.

## **GRADES**

Students should refer to the current KSU Catalogue for the official policy on grades. The formula for determining letter grades in this course is as follows:

90-100 = **A** 80-89= **B** 70-79= **C** 60-69=**D** **BELOW 60 = F**

**A** A grade of "A" will be awarded for work which far exceeds the minimum expectations for the assignment, not only by doing all that is asked, but by demonstrating superior skill, thoroughness, independence of thought, and creativity.

**B** Grades in the "B" range are very good grades. They indicate above average grasp and mastery of the subject matter, evidenced not only by meeting the basic objectives but also by showing some initiative in pursuing lines of inquiry and some creativity in the use of new understandings.

**C** Grades in the "C" range indicate that the basic objectives of the course have been achieved, that the student has demonstrated satisfactory mastery of the course material. This grade indicates that the minimum expectations have been met.

**D** A "D" is assigned to work which is passing but below average competency for college students. A student receiving this grade has not exerted a level of effort or expertise which is expected of the average student.

**F** An "F" is assigned to work that does not meet the minimum expectations of the course, demonstrates an unjustifiable lack of command over the course material, a significant absence of effort on the part of the student.

Test 1	50 points
Test 2	50 points
<b>TOTAL POINTS</b>	<b>100</b>

Please note: Every effort will be made to have student final grades posted within 24 hours after the final exam.

Student Rights Statement (<http://catalogue.kennesaw.edu/content.php?catoid=27@navoid=2263>)

## **WITHDRAWALS, INCOMPLETE AND MAKE-UPS**

All are discouraged. The official College policies regarding these matters are contained in the current KSU catalog. Make-up tests are painful experiences for everyone, therefore, make-up tests will be given only in the most extraordinary circumstances.

## **METHODS OF INSTRUCTION**

The following methods of instruction will be used to facilitate learning in this course.

- Lecture
- Class Discussions
- Small Group Interactions
- Textbooks, handouts, etc. are copyright material; therefore there will be **no** recording of lectures without written permission from the instructor.

The syllabus provides a general plan for the course. The instructor reserves the right to change this syllabus at anytime throughout the duration of the semester.

**DISABILITY SERVICES**

Support services, program accessibility and reasonable accommodations are available to persons with documented disabilities through Disabled Student Support Services. The student must visit this office to begin the process for accessing services and assistance. Please contact them for more information: Carmichael Student Center Addition, Second Floor, Suite 267 770-423-6443 (<http://sss.kennesaw.edu/sds/institutional-polices.php>)

**CRIMINAL JUSTICE 3320 - CRIMINAL INVESTIGATION  
MONDAY/WEDNESDAY  
SPRING, 2017**

**COURSE OUTLINE**

<u>DATE</u>	<u>TOPIC</u>
1/10/17 1/12/17	Introduction Chapter 1
1/17/17 1/19/17	Chapter 1 Chapter 2
1/24/17 1/26/17	Chapter 3 Chapter 3
1/31/17 2/2/17	Chapter 4 Chapter 4
2/7/17 2/9/17	Chapter 5 Chapter 5
2/14/17 2/16/17	Chapter 6 Chapter 6
2/21/17 2/23/17	Chapter 7 Chapter 7
2/28/17 3/2/17	Chapter 8 (last day to withdraw 3/1/17) Chapter 8
3/7/17 3/9/17	Chapter 9 Test 1
3/14/17 3/16/17	Chapter 10 Chapter 10
3/21/17 3/23/17	Chapter 11 Chapter 11
3/28/17 3/30/17	Chapter 12 Chapter 12
4/4/17 4/6/17	Spring Break Spring Break
4/11/17 4/13/17	Chapter 13 Chapter 14
4/18/17 4/20/17	Chapters 15, 16 Chapters 17, 18
4/25/17 4/27/17	Chapter 19 Chapter 20
5/2/17 5/4/17	Chapter 21 Test 2