

Introduction to Visual Tracking

Criminal Justice 125/

Instructor: Kathleen Decker

(with other instructors)

Dates: 09/26-12/7th 2014

Class: R303

Weekend learning

trackerkathy@gmail.com

Office: By appt.

Hours: By appt.

Phone: work cell 206/510-9579

E-mail: kathleen.decker@bellevuecollege.edu;

September 26th, 27th 28th

October 10th, 11th, 12th

November 14th, 15th, 16th

December 5th, 6th, 7th

Sept. 26th, October 10th, November 14th, December 5th

Sept. 27th, October 11th, November 15th, December 6th

Sept. 28th, October 12th,

November 16th, December 7th

12:30pm until 6:30pm

12:30pm until 7:30pm

12:30pm until 7:00pm

12:30pm until 6:30pm

Total 77 hours of training

Required Text:

Basic Tracker Training Manual 2014 version; prepared by Joel Hardin Professional Tracking Services

Course Description:

This course will introduce the student to the various applications of visual tracking as well as the history of the tracking program. Students should learn how to identify, follow, document and interpret human tracks as well as learning how human tracks are evidence in a criminal investigation.

Schedule: The following schedule is **tentative** and may be modified **with** notice. **Students are responsible for ANY and ALL changes that are made to this schedule, even if not present when changes are discussed.** The assigned readings, which should be completed **prior** to class, and all test dates are in bold.

TERM PAPER REQUIREMENTS:

The term paper is to be single space, 5-6 pages in length, 12 point font (Times New Roman or Arial), 1 inch margins, and have a cover page and references page. The paper must be on a topic associated with visual tracking. You must discuss and decide on your topic and **GET IT CLEARED BY THE INSTRUCTOR by October 11th.** You CANNOT

USE Wikipedia for a reference since it is not peer reviewed (see me for all sources that you are unsure about using). **The paper is worth 100 points.**

COURSE OUTLINE: Basic Tracking Training Manual/ refer to the attachment titled “tier breakdown of hours”

September 25th through September 28th (19.5 hrs)

Introduction to course and expectations (syllabus)

Read: The Basic Training Manual

Review: History of JHPTS; program objectives; learning stages

Assignment given for term paper, due November 8th by 8am; reduction by 10 pts for every day late.

Total value 100pts.

TOPIC TO BE PICKED BY STUDENT AND APPROVED BY INSTRUCTOR BY OCTOBER 12TH, 2014.

October 10th through October 12th (19.5hrs)

Read/Review: The Basic Training Manual

Review: Basic Tracking Criteria BT1 through BT 15

October 10th & 12th Classroom presentations demonstrating knowledge about fundamental tracking principles; 15 minutes maximum per student; topic will be given at the time & taken from the Basic Tracking Manual. 50 PTS PER PRESENTATION

November 14th through November 16th (19hrs)

Read/Review: The Basic Training Manual

Review: Evaluation criteria/elements of aging

QUIZ 100pts November 16th combination of True False, short essay multiple choice

December 5th through December 7th (19hrs)

Read/Review: Course Review

STUDENT INDIVIDUAL EVALUATION BY THE INSTRUCTORS (HANDWRITTEN)

DECEMBER 7th or 8th FINAL EXAM WORTH 100 PTS combination of essay; true/false and multiple choice

Class evaluation of instructors and course material post exam

COURSE EVALUATION:

Total Points	350pts
Tests (written)	1 @ 100 points = 100
Test (Oral)	1 @ 50pts
Term Paper	1 @ 100 points = 100
Participation/Class Attendance/Assignments	100 points = 100

Academic Etiquette: **Class begins promptly at 1230pm.** Please make every effort to be in class and to be here on time. If it is unavoidable that you arrive late- or even leave early- please do not disrupt the class. Respect for opinions voiced in class is essential, and I expect all students to treat each other courteously. Any type of disruptive or discourteous behavior is unacceptable and will not be tolerated; these types of behaviors will result in the student(s) being asked to leave the class. Class “No No’s”: cell phones, pagers, etc. (if they go off you may be leading a class discussion up front!)

Attendance: All students are expected to attend every class. Obviously, if students do not attend class regularly, the opportunity to perform well in this course is greatly diminished. This class builds on each previous class.

Course Requirements: All students are expected to read the required chapters of the tracking manual as outlined in the schedule section of this syllabus and in the tier breakdown. Students are also expected to attend class regularly, take notes, ask questions, and participate in class discussions.

Make-up Policy: Any make-up tests are allowed *only at the discretion of the instructor* and immediate notification from the student is imperative. Additionally, *all* make-up exams (for *any excused* circumstance) will adhere to the following criteria: 1) administered *only* by the instructor during office hours/or instructor’s choosing 2) *cumulative* in nature; and 3) given in an *all-essay* format.

Extra Credit: As a general rule, there is usually no extra credit available in this introductory level course. I may, however, **at any time during the quarter** provide in-class extra credit opportunities. Obviously, if you are not in class on these days, you are not eligible for these opportunities.

Cheating, Stealing and Plagiarizing*

Cheating, stealing and plagiarizing (using the ideas or words of another as one's own without crediting the source) and inappropriate/disruptive classroom behavior are violations of the Student Code of Conduct at Bellevue College. Examples of unacceptable behavior include, but are not limited to: talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones/pagers to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Code of Conduct to the Dean of Student Services for possible probation or suspension from Bellevue College. Specific student rights, responsibilities and appeal procedures are listed in the Student Code of Conduct, available in the office of the Dean of Student Services.

Incomplete

If a student fails to complete all the required work for a course, an instructor may assign the grade of Incomplete ("I"). The student must complete the coursework by the end of the next quarter, or receive the assigned letter grade (usually an "F").

F Grade

Students who fail a course will receive a letter grade of "F."

Final Examination Schedule

The Social Science Division will adhere to the final examination schedule as stated in the BC Schedule. Final examinations will be held at the end of each quarter at fixed times. Instructors will not give examinations in advance of the regular schedule. A student who is absent from any examination held at any time during the quarter may forfeit the right to make up the examination. If, for illness or some other circumstance beyond the student's control, the student is unable to be

present at any scheduled examination and has contacted the instructor on a timely basis, the student may be permitted to take such examination at a time designated by the instructor.

Withdrawal From Class

College policy states that students must formally withdraw from a class by the end of the seventh week of the quarter (Registration Office, B125). If a student has not withdrawn by that date, an appropriate letter grade will be assigned for the course.

Hardship Withdrawal

Instructors may assign the grade of "HW" (hardship withdrawal) at their discretion in the event that a student cannot complete the coursework due to extreme and exceptional circumstances. Students may also contact the Enrollment Services office BEFORE grades are assigned in cases of hardship.

Students Who Require Disability Accommodations:

Students with disabilities who have accommodation needs are encouraged to meet with the [Disability Resource Centre](#) (DRC) office located in B132 (telephone 425.564.2498 or TTY 425.564.4110), to establish their eligibility for accommodation. The DRC office will provide

each eligible student with an accommodation letter. Students who require accommodation in class should review the DRC accommodation letter with each instructor during the first week of the quarter.

Students with mobility challenges who may need assistance in case of an emergency situation or evacuation should register with [Disability Resource Centre](#), and review those needs with the instructor as well.

Distribution of Grades

Grades will not be posted in the Social Science Division or in faculty offices, and secretaries will not give out grades. Students should access their grades through the BC Web site.

Return of Papers and Tests

Paper and/or Scantron score sheet returns will be arranged in the following ways ONLY: by mail, if student supplies the instructor with stamped, self-addressed envelope (with appropriate postage); or by the instructor designating a time and place whereby the student may retrieve his/her papers. Unclaimed papers and/or Scantron score sheets must be kept by the instructor for a minimum of sixty (60) instructional days following the end of the quarter.

**If you are accused of cheating, stealing exams and/or plagiarism, there is a Bellevue College Student Discipline and Appeals Procedure (the right to due process) which you may pursue. Contact the office of Division Chair (D110), the Dean of Student Services (B231A) or the Associated Student Body (C212) for information regarding the appeals process.*