The function of education is to teach one to think intensively and to think critically. Intelligence plus character – that is the goal of true education.” – Dr. Martin Luther King, Jr.
Each periodic quiz is worth a total 25 points. The final exam will be a cumulative review of the course that is worth a total of 50 points. The periodic quizzes and final exam will consist of multiple choice and true/false questions.

Course materials are divided between lectures, discussions and reading. Students are expected to read required chapters before coming to class.

C. ATTENDANCE

Students who miss more than three classes may be dropped from the class. If you are going to miss class, please notify me. If you are running late, notify me. I do not accept late homework. If a student is absent, assignments are due the next class attended by the student.

D. CURRENT EVENT HOMEWORK ASSIGNMENT

Student Groups are required to write a weekly two paragraph narrative of a current event related to the correlating text book chapter for the week. Please include the source of where the current event was taken from. The assignment is due the next class meeting. Each student group will give an oral presentation of their current event assignment.

Each paragraph must consist of at least four sentences. The first paragraph should contain where the article was obtained from, including the source, author and date of the article. The article should be no more than six-months old. The first paragraph should tell what the article is about. The second paragraph MUST tell how the article relates the chapter it correlates to. Do not plagiarize the article. For further on plagiarism, see the below definition.

Plagiarism, as defined in the 1995 Random House Compact Unabridged Dictionary, is the "use or close imitation of the language and thoughts of another author and the representation of them as one’s own original work." Plagiarism by students is considered academic dishonesty or academic fraud and offenders are subject to academic censure, up to and including expulsion. Some individuals caught plagiarizing claim that they plagiarized unintentionally, by failing to include quotations or give the appropriate citation. Any student who commits plagiarism in an Administration of Justice course will receive an "F" in the course and a notice sent to the Dean of Student Affairs. When writing papers, we will use the APA format, more on that later.

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E. GROUP PRESENTATION ON CRIME CATEGORY

Student groups will put together a power point presentation on a crime category from one of the chapters in our text book. Groups may choose to use templates available for free from Google Presentations or Prezi, or any other platform. All group members must participate in this project. Your group must conduct research on your crime category that your presentation will be on. You may insert video from YouTube, any other type of video or make your own video if you like and upload it into your power point presentation. The project is worth a total of 20 points and is due on April 14, 2014, the first day back from Spring Break. A handout will be given out explaining the project in more detail.

COURSE POLICIES

A. Cells phones must be turned off or be in silent mode while in class. Texting in class is not permitted. Hoods from sweatshirts or jackets are not allowed to be worn over an individual's head during class. No earphones are allowed to be worn in class. No iPods allowed in class.

B. Course materials are divided between lectures and readings. Students are expected to have read required chapters before coming to class.

C. Students must attend class. Students are awarded 2 points per class for attendance and participation. If a problem arises, contact the instructor as soon as possible.

D. Our class meets on Mondays and Wednesdays from 7:35 am to 9:10 am. I expect all students to be on time to class. I encourage you to actively participate in classroom discussions. I expect all students to be respectful to each other and to all guest at all times.

I expect students to do their own work and not copy from one another. Do not have someone write your current event assignment. Do not copy an article verbatim. Plagiarism is a serious violation. For further, see the aforementioned paragraph on plagiarism.

INSTRUCTOR BIOGRAPHY

Steven J. Katz’s professional background is in law enforcement with over 30 years experience as a sworn police officer. He worked close to three years as a deputy sheriff for the Los Angeles County Sheriff’s Department assigned to custody operations. Mr. Katz has been a police officer and detective for the Los Angeles Police Department for over 27 years. His

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TENTATIVE SCHEDULE

WEEK 1: February 10th & 12th
- Introduction and Course Overview
- Student Profiles / Introductions
- Chapter 1 – Basic Grounding and Overview
- Chapter 2 – The Preliminary Investigation

WEEK 2: February 19th (Off Monday, Feb.17th for President’s Day)
- Chapter 3 – Preserving the Crime Scene
- Current Event Assignment Due – Chapters 1 & 2

WEEK 3: February 24th & 26th
- Chapter 4 - Physical Evidence
- Chapter 5 – Criminal Patterns
- Current Event Assignment Due – Chapters 3

WEEK 4: March 3rd & 5th
- Quiz #1 – Chapters 1, 2, 3, 4 & 5
- Chapter 6 – Interviews & Interrogations
- Current Event Assignment Due – Chapters 4 & 5

WEEK 5: March 10th & 12th
- Chapter 7 – Fingerprints
- Chapter 8 – From Surveillance to Records & Files
- Current Event Assignment – Chapters 6

WEEK 6: March 17th & 19th
- Chapter 9 – Writing Reports
- Chapter 10 – Robbery
- Current Event Assignment Due – Chapters 7 & 8

WEEK 7: March 24th & 26th
- Quiz #2 – Chapters 6, 7, 8 & 9
- Chapter 11 - Assault
- Current Event Assignment Due – Chapters 9 & 10

WEEK 8: April 2nd (Off March 31st for Ceasar Chavez Day)
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WEEK 16:  June 9th

- Final Examination

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