University of South Florida Sarasota-Manatee Course Syllabus Guidelines

University of South Florida Sarasota-Manatee
CCJ 4613, BC, 3 Credit Hours
Forensic Psychology
Spring 2015, Off-Campus (Online)

Instructor: Dr. George Ackerman PhD, JD, MBA, MS, Police Officer, United States Coast Guard, Aux.
Office: Online
Office Hours: Mon-Thurs 1am to 4 pm Eastern Do not text, I do not use this service.
Office Telephone: (for emergencies): 561-667-4209
E-Mail: Please use the in class email. Email is preferred since all correspondence must be recorded for the school.

PREREQUISITES: None.

COURSE DESCRIPTION: An upper-level course designed to provide students with an overview of the interdisciplinary field of psychology and law. The course explores how the disciplines of psychology and law can benefit from an exchange of ideas, and thus improve both fields.

COURSE TOPICS:
1. Introduction to Forensics
2. The History of Forensics
3. The Importance of the Crime Scene
4. The Crime Laboratory
5. Toxicology, Drugs, and Chemical Analysis
6. Document Analysis, Computer Forensics, and Fraud Investigation
7. Burglary, Theft, and Accident Investigation
8. The Process of Dying and Death Investigation
9. DNA
10. Assault, Abuse, and Sexual Crimes
11. Arson, Explosives, and Mass Casualties
12. Forensic Mental Health

COURSE OBJECTIVES: The objectives are the goals of the course. They are the intended results or consequences of instruction, curricula, or activities.
1. Students will develop skills and techniques for writing a Midterm assignment, Term Paper, and Final Exam
2. Students will develop skills and techniques for participating in weekly discussions
3. Students will be able to explain how a Crime Scene functions
4. Students will be able to describe Toxicology, Drugs, and Chemical Analysis
5. Students will be able to analyze the Process of Dying and Death Investigation
6. Students will be able to synthesize Forensic Mental Health

COURSE STUDENT LEARNING OUTCOMES:
Upon completion of this course, students will be able to:
1. Students will demonstrate an understanding of how to write a research paper in correct APA format
2. Students will understanding critical thinking skills to participate in weekly discussions
3. Students will demonstrate an understanding Forensic Analysis through an independent analysis of DNA, Assault, Abuse, and Sexual Crime and predict significant advances made in Toxicology, Drugs, and Chemical Analysis

TEXT AND MATERIALS:

GRADING SCALE:
The course is based on a total of 100 points/percentage points. The components are weighted as follows:

REQUIRED:

<table>
<thead>
<tr>
<th>Component</th>
<th>Weight</th>
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<tbody>
<tr>
<td>Midterm Exam</td>
<td>25</td>
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<tr>
<td>All Discussion Forums</td>
<td>25</td>
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<tr>
<td>Term Paper</td>
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<td>Final Exam</td>
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100 TOTAL POINTS POSSIBLE

To determine the final grades, points will be averaged within categories, weighted and multiplied by the above percentages, and then added.

CANVAS USE:
The class syllabus is posted in Canvas, an online course management system. In this class Canvas will be used for (add specific information to your course).
Information on how to use Canvas is available at: [http://usfsm.edu/e-learning-services/student-resources/](http://usfsm.edu/e-learning-services/student-resources/)

GRADING, EVALUATION AND ATTENDANCE POLICIES:
A. USFSM policy requires that all students receive a graded assignment or examination prior to the semester’s drop/withdraw date – see term under Calendars at: [http://usfsm.edu/registration/](http://usfsm.edu/registration/)
B. Specifically state the value of and the manner in which each assignment in the syllabus will be evaluated or graded.
C. A precise description of the grading process, e.g. use of plus or minus grading, use of straight A,B,C,D and F system, point system with delineations of grades for accumulation of a stipulated number of points, etc.
D. Attendance policy to include make up of missed work.

USFSM AND USF SYSTEM POLICIES
A. Academic Dishonesty: The University considers any form of plagiarism or cheating on exams, projects, or papers to be unacceptable behavior. Please be sure to review the university’s policy in the [USFSM Catalog](http://usfsm.edu/registration/), the USF System Academic Integrity of Students, and the [USF System Student Code of Conduct](http://usfsm.edu/registration/).
B. Academic Disruption: The University does not tolerate behavior that disrupts the learning process. The policy for addressing academic disruption is included with Academic Dishonesty in the [USFSM Catalog](http://usfsm.edu/registration/), USF System Academic Integrity of Students, and the [USF System Student Code of Conduct](http://usfsm.edu/registration/).
C. Contingency Plans: In the event of an emergency, it may be necessary for USFSM to suspend normal
operations. During this time, USFSM may opt to continue delivery of instruction through methods that include but are not limited to: Canvas, Elluminate, Skype, and email messaging and/or an alternate schedule. It’s the responsibility of the student to monitor Canvas site for each class for course specific communication, and the main USFSM and College websites, emails, and MoBull messages for important general information. The USF hotline at 1 (800) 992-4231 is updated with pre-recorded information during an emergency. See the Campus Police Website for further information.

D. Disabilities Accommodation: Students are responsible for registering with the Office of Students with Disabilities Services (SDS) in order to receive academic accommodations. Reasonable notice must be given to the SDS office (typically 5 working days) for accommodations to be arranged. It is the responsibility of the student to provide each instructor with a copy of the official Memo of Accommodation. Contact Information: Disability Coordinator, 941-359-4714 http://usfsm.edu/disability-services/

E. Fire Alarm Instructions: At the beginning of each semester please note the emergency exit maps posted in each classroom. These signs are marked with the primary evacuation route (red) and secondary evacuation route (orange) in case the building needs to be evacuated. See Emergency Evacuation Procedures.

F. Religious Observances: USFSM recognizes the right of students and faculty to observe major religious holidays. Students who anticipate the necessity of being absent from class for a major religious observance must provide notice of the date(s) to the instructor, in writing, by the second week of classes. Instructors canceling class for a religious observance should have this stated in the syllabus with an appropriate alternative assignment.

G. Web Portal Information: Every newly enrolled USF student receives an official USF e-mail account. Students receive official USF correspondence and Canvas course information via that address.

GENERAL INSTRUCTIONS

TERM PAPER:
You may select a topic or chapter from our textbook. You are to write an 8 page term. All APA requirements are required. A sample APA paper will be provided. Make sure to apply a variety of outside references (rather than just the textbook). Please do not email me papers. They will not count unless through the drop box. Plan ahead and try tech support if needed. Once the deadline passes I will be unable to respond to late papers.

MID TERM EXAM:
The exam will consist of essay form questions. This will cover chapters 1 to 6. Please select 1 topic from each chapter (1, 2, 3, 4, 5 AND 6). Then summarize each in depth. 1 page per question. Answers will be required to be in APA format and in depth. This will be an open book exam and you will have a week to complete. Please work alone. Please do not email me exams. They will not count unless through the drop box. Plan ahead and try tech support if needed. Once the deadline passes I will be unable to respond to late exams.

FINAL EXAM:
The exam will consist of essay form questions. This will cover chapters 7 to 12. Please select 1 topic from each chapter (7, 8, 9, 10, 11 and 12). Then summarize each in depth. 1 page per question. Answers will be required to be in APA format and in depth. This will be an open book exam and you will have a week to complete. Please work alone. Please do not email me exams. They will not count unless through the drop box. Plan ahead and try tech support if needed. Once the deadline passes I will be unable to respond to late exams.

WEEKLY DISCUSSIONS:
Each week we will have weekly discussions. APA citing is required. Please post 2 posts per week. 1 post is your initial post (response) plus one post to a fellow classmate. It is vital to follow the samples, go in depth and cite or points are lost. Do not post 1 sentence. Please do not post outside questions on the DBs either. Feel free to use email for questions.

All initial posts are due by Thursday, 11:59 PM of a given week. All responses are due by Saturday 11:59 PM of a given week.
COURSE SCHEDULE:
Each week begins on (deadline Saturday night, 11:59 pm eastern time). It is important to keep up with the course as the weeks are revealed to you and to finish in a timely manner for the best results. In the Discussion Forums, you are expected to give your answers by mid-week and then respond to at least one class-mate by the end of the week.

INTRODUCTIONS: Due before class begins, post your biography

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<th>Week</th>
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<tr>
<td>1/5-1/10</td>
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For Exams and Term paper: See your ASSIGNMENTS TAB (USE THE DROPBOX in your course) No emails will be accepted with work.

Please email me or call me anytime if you are unsure of anything. I am here to help.

Each week you will have a weekly assignment. Please post these on the discussion boards for that respective week and respond to fellow classmates.

Classes run Sunday to Sat

Week 1
1/5—1/10 (deadline Sat night, 11:59 pm eastern time)

Read Chapter 1

Respond to any 2 end of chapter questions in depth (or you may summarize the chapter) on the Week Discussion Board, and respond 1 additional times throughout the week to fellow classmates. (2 posts total per week)

RESPOND TO WEEK 1 DISCUSSION BOARD

Week 2 (deadline Sat night, 11:59 pm eastern time)

1/11-1/17 Read Chapter 2

Respond to any 2 end of chapter questions in depth (or you may summarize the chapter) on the Week Discussion Board, and respond 1 additional times throughout the week to fellow classmates. (2 posts total per week)

RESPOND TO WEEK 2 DISCUSSION BOARD

Week 3 (deadline Sat night, 11:59 pm eastern time)

1/18-1/24

Read Chapter 3

Respond to any 2 end of chapter questions in depth (or you may summarize the chapter) on the Week Discussion Board, and respond 1 additional times throughout the week to fellow classmates. (2 posts total per week)

RESPOND TO WEEK 3 DISCUSSION BOARD

Week 4 (deadline Sat night, 11:59 pm eastern time)

1/25-1/31

Read Chapter 4

Respond to any 2 end of chapter questions in depth (or you may summarize the chapter) on the Week Discussion Board, and respond 1 additional times throughout the week to fellow classmates. (2 posts total per week)

RESPOND TO WEEK 4 DISCUSSION BOARD

TERM PAPER TOPIC DUE

Pick any topic in the textbook (No need to email me the topic if it is from the book)
Week 5 (deadline Sat night, 11:59 pm eastern time)

2/1-2/7

Read Chapter 5 (deadline Sat night, 11:59 pm eastern time)

Respond to any 2 end of chapter questions in depth (or you may summarize the chapter) on the Week Discussion Board, and respond 1 additional times throughout the week to fellow classmates. (2 posts total per week)

RESPOND TO WEEK 5 DISCUSSION BOARD

WEEK 6 (deadline Sat night, 11:59 pm eastern time)
2/8-2/14  MIDTERM EXAM DUE 2/14

Read Chapter 6

Respond to any 2 end of chapter questions in depth (or you may summarize the chapter) on the Week Discussion Board, and respond 1 additional times throughout the week to fellow classmates. (2 posts total per week)

RESPOND TO WEEK 6 DISCUSSION BOARD

MIDTERM DUE (10/6)

MIDTERM EXAM (Chapters 1 to 6) See your ASSIGNMENTS TAB (USE THE DROPBOX) No emails will be accepted with work

WEEK 7 (deadline Sat night, 11:59 pm eastern time)
2/15-2/21

Read Chapter 7

Respond to any 2 end of chapter questions in depth (or you may summarize the chapter) on the Week Discussion Board, and respond 1 additional times throughout the week to fellow classmates. (2 posts total per week)

RESPOND TO WEEK 7 DISCUSSION BOARD

WEEK 8 (deadline Sat night, 11:59 pm eastern time)
2/22-2/28
Read Chapter 8

Respond to any 2 end of chapter questions in depth (or you may summarize the chapter) on the Week Discussion Board, and respond 1 additional times throughout the week to fellow classmates. (2 posts total per week)

RESPOND TO WEEK 8 DISCUSSION BOARD

SPRING BREAK 3/1-3/7

WEEK 9 (deadline Sat night, 11:59 pm eastern time) 3/8-3/14

Read Chapter 9

Respond to any 2 end of chapter questions in depth (or you may summarize the chapter) on the Week Discussion Board, and respond 1 additional times throughout the week to fellow classmates. (2 posts total per week)

RESPOND TO WEEK 9 DISCUSSION BOARD

WEEK 10 (deadline Sat night, 11:59 pm eastern time) 3/15-3/21

Read Chapter 10

Respond to any 2 end of chapter questions in depth (or you may summarize the chapter) on the Week Discussion Board, and respond 1 additional times throughout the week to fellow classmates. (2 posts total per week)

RESPOND TO WEEK 10 DISCUSSION BOARD

WEEK 11 (deadline Sat night, 11:59 pm eastern time) 3/22-3/28

Read Chapter 11

Respond to any 2 end of chapter questions in depth (or you may summarize the chapter) on the Week Discussion Board, and respond 1 additional times throughout the week to fellow classmates. (2 posts total per week)

RESPOND TO WEEK 11 DISCUSSION BOARD
WEEK 12 (deadline Sat night, 11:59 pm eastern time)
3/29-4/4 TERM PAPER DUE 4/4

Read Chapter 12

Respond to any 2 end of chapter questions in depth (or you may summarize the chapter) on the Week Discussion Board, and respond 1 additional times throughout the week to fellow classmates. (2 posts total per week)
RESPOND TO WEEK 12 DISCUSSION BOARD

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WEEK 13 (deadline Sat night, 11:59 pm eastern time)
4/5-4/11

Read Chapter 13

Respond to any 2 end of chapter questions in depth (or you may summarize the chapter) on the Week Discussion Board, and respond 1 additional times throughout the week to fellow classmates. (2 posts total per week)
RESPOND TO WEEK 13 DISCUSSION BOARD

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WEEK 14 (deadline Sat night, 11:59 pm eastern time)
4/12-4/18

Read Chapter 14

Respond to any 2 end of chapter questions in depth (or you may summarize the chapter) on the Week Discussion Board, and respond 1 additional times throughout the week to fellow classmates. (2 posts total per week)
RESPOND TO WEEK 14 DISCUSSION BOARD

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WEEK 15 (deadline Sat night, 11:59 pm eastern time)
4/19-4/25

Read Chapter 15

Respond to any 2 end of chapter questions in depth (or you may summarize the chapter) on the Week Discussion Board, and respond 1 additional times throughout the week to fellow classmates. (2 posts total per week)
RESPOND TO WEEK 15 DISCUSSION BOARD

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WEEK 16 4/26-5/1

FINAL EXAM DUE 5/1
FINAL EXAM (Chapters 7 to 12)

Class ends 5/1, Final grades posted by 5/1, I am unable to respond or accept late work after 5/1. No exceptions

Reminder: Once the term ends I do not check back to the course and cannot accept anything under any circumstances once the final date passes of this course as stated on the syllabus. No exceptions.

END OF TERM! VERY IMPORTANT! CHECK YOUR GRADEBOOK TO SEE IF YOU ARE MISSING AN ITEM BEFORE THE TERM ENDS. IT IS THE STUDENTS RESPONSIBILITY. Once the class ends I cannot help. Remember to complete any and all assignments. Once the term ends I do not check back to the course and cannot accept anything under any circumstances once the final date passes of this course as stated on the syllabus. No exceptions.