

## Example Course Outline

Course outlines must consist of a sequential enumeration of the main ideas and supporting details. Indicate the amount of time that will be spent on each main idea.

Supporting details would include any pre-class reading and homework assignments, training aids, and instructional methods that are used other than lectures.

The following is an example of the detail that is required.

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### Locating and Lifting Latent Prints Using Powder

Pre-class reading assignment: A 12-page instructor prepared handout entitled “*Locating and Lifting Latent Prints Using Powder.*”

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| <b>I. Protection of the Crime Scene</b>                            | <b>45 min.</b>  |
| A. Determining what comprises the crime scene                      |                 |
| B. Alternative methods of protection                               |                 |
| <b>II. Officer-Victim Relationship</b>                             | <b>20 min.</b>  |
| A. Have empathy even in small crimes                               |                 |
| B. Request permission if processing may cause damage               |                 |
| <b>III. How to Locate Prints</b>                                   | <b>30 min.</b>  |
| A. Question victim and witnesses                                   |                 |
| B. Study M.O. of crime   |                 |
| C. Visual Inspection   |                 |
| <b>IV. Identification of Situations Where Powder Can't Be Used</b> | <b>45 min.</b>  |
| A. Limitations of powder   |                 |
| B. Identify other methods that are available                       |                 |
| C. Identify situations and objects where other methods are better  |                 |
| D. Availability of services through MSP and/or major agencies      |                 |
| <b>V. Demonstrate How to Locate Latent Prints</b>                  | <b>60 min.</b>  |
| A. Slides of common and actual crime scenes will be used           |                 |
| <b>VI. Demonstrate How to Powder and Lift Prints</b>               | <b>90 min.</b>  |
| A. Slide-tape and actual classroom demonstration                   |                 |
| <b>Break</b>   | <b>10 min.</b>  |
| <b>VII. Students Practice Locating and Lifting Latent Prints</b>   | <b>120 min.</b> |
| A. Each student will work independently.                           |                 |
| B. Performance will be evaluated by one of three evaluators        |                 |

**Total:** **420 min. (7 hours)**