PST 2060 EVIDENCE PHOTOGRAPHY
NASHVILLE STATE COMMUNITY COLLEGE
POLICE SCIENCE

Instructor:
Office/Office Hours:
Phone:
Email:

Classroom & Times:
Course Credit: 3

Course Description:
A study of the photographic aspects used in criminal investigation with emphasis on types of cameras and lighting for purpose of recording evidence.

Course Outcomes:
Upon successful completion of this course, students will:
- Properly use a 35 millimeter camera and flash, and/or modern digital devices
- Understand the role and importance of medium and large format photographic devices.
- Recognize evidence at crime scenes.
- Take general photographs of crime scenes and all in situ evidence.
- Mark and prepare photographs for subsequent courtroom testimony.
- Take specialized photographs at crime scenes and in the police photo lab using specialized equipment/techniques.

Course Competencies:
1. Understand the need for, capabilities and limitations of evidentiary photography.
2. Recognize, describe and preserve photographic evidence for further investigation and courtroom introduction.
3. Demonstrate proper photographic techniques for various evidence found in field and laboratory settings, expressed through practical student exercises.

Textbook:
None – All course material to be furnished by the Instructor. Students are to provide a camera and flash.

Disclaimer: Textbooks frequently change editions, so please be sure to check with the school bookstore to verify the current ISBN of the textbook before purchasing the textbook.

Attendance Policy:
There is a strong correlation between regular classroom attendance and good grades. Students should understand that in order to receive a reasonable grade, they must regularly attend class. Students missing two consecutive unexcused weeks of class will be dropped from the roll, as well students who miss 25% of scheduled class periods. Students who fail to attend class will result in a final course grade of “FA” (failure, attendance related) or “FN” (failure, never attended class) depending on the instructor’s attendance policy. Attendance may be taken at the beginning of class, during class, or at the end of class. Students must be present at the time roll is called in order to be counted present. Students who are absent, and who wish to be excused for those absences, must provide written documentation supporting their non-attendance. Written notifications prior to scheduled absences are an important factor in determining whether an absence will be excused or not. There is no makeup work for absences, either excused or unexcused.

Testing:
There are two examinations; Mid-Term and Final, with each counting 50% of the course grade. NOTE: The fact that absences are excused is not a guarantee of a passing grade! Excused absences only guarantee that the student will not be dropped for non-attendance. Any student missing a test period will need to take a makeup test at the Testing Center. No grades will be released by phone.
Grading:

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Grade</th>
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<tbody>
<tr>
<td>90 – 100%</td>
<td>A</td>
</tr>
<tr>
<td>80 – 89%</td>
<td>B</td>
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<tr>
<td>70 – 79%</td>
<td>C</td>
</tr>
<tr>
<td>Below 70%</td>
<td>F</td>
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</tbody>
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Grading Notes:
All graded examinations and papers are kept on file for 30 calendar days after I enter your final grade into the computer. After that, your tests are discarded. If you have questions about the final course grade that you receive in the mail or on the school website, contact me immediately and personally! Do not delay, as I cannot perform any necessary grade changes after I have discarded your graded class work.

Academic Dishonesty Policy:
Any form of academic dishonesty, cheating, plagiarizing, or other academic misconduct is prohibited. “Plagiarism may result from: (1) failing to cite quotations and borrowed ideas, (2) failing to enclose borrowed language in quotation marks, and (3) failing to put summaries and paraphrases in your own words” (A Writer’s Reference 331).

Academic dishonesty may be defined as, but is not limited to, intentionally trying to deceive by:
- claiming credit for the work of another person, using information from a web page or source without citing the reference
- fraudulently using someone else’s work on an exam, paper, or assignment
- recycling your own work from another course
- purchasing papers or materials from another source and presenting them as your own
- attempting to obtain exams/materials/assignments in advance of the date of administration by the instructor
- impersonating someone else in a testing situation
- providing confidential test information to someone else
- submitting the same assignment in two different classes without requesting both instructor’s permission
- allowing someone else to copy or use your work
- using someone else’s work to complete your own
- altering documents, transcripts or grades
- forging a faculty/staff member’s signature

In addition to other possible disciplinary sanctions that may be imposed through regular college procedures as a result of academic dishonesty, the instructor has the authority to assign an “F” or a “Zero” for the exercise, paper, or examination, or to assign an “F” for the course.

Classroom Conduct Policy:
NASHVILLE STATE HAS A ZERO TOLERANCE POLICY FOR DISRUPTIVE CONDUCT IN THE CLASSROOM.
- The instructor has primary responsibility for control over classroom behavior and maintenance of academic integrity.
- He/she can order temporary removal or exclusion from the classroom of any student engaged in disruptive conduct, or conduct which violates the general rules and regulations of the College.
- Disruptive behavior in the classroom that obstructs or disrupts the learning environment is defined as:
  - Offensive language
  - Harassment of students or professors
  - Repeated outbursts from a student which disrupt the flow of instruction or prevent concentration on the subject taught
  - Failure to cooperate in maintaining classroom decorum
  - Continued use of any electronic or other noise or light emitting device which disturbs others;
    - Beepers
    - Cell phones
    - Palm pilots
    - Lap-top computers

Revised 7/11/11
• Games
  • Students who are removed from class for disruptive behavior will not be allowed to return until the issue is resolved.

Additionally, no eating in the classroom is allowed; no wearing of sunglasses is allowed in class, except in cases prescribed by a physician; sleeping or lounging in class is considered disruptive behavior and grounds for immediate dismissal.

Use of Cellular Telephones and Pagers in Classrooms:
Students who are required to carry pagers and/or have cell phones for employment and/or family responsibilities must inform the instructor at the beginning of the semester concerning the necessity for the pager/cell phone. The instructor and student will discuss the need(s) for the pager/cell phone and a decision will be made by the instructor concerning the use of the pager/cell phone. In cases where pagers/cell phones are required and allowed by the instructor, the pager/cell phone must not disrupt the classroom. Students who violate the terms of agreement on the use of pagers/cell phones will forfeit the use of the privilege. Students will not be excused to make telephone calls during examination periods.

AMERICANS WITH DISABILITIES ACT (ADA) STATEMENT:
Nashville State Technical Community College complies with the Americans with Disabilities Act. If you wish to request any accommodation(s) for this class, please notify the instructor as soon as possible. Students should not be given special accommodations in the classroom unless an accommodation form from Student Disability Services is completed and distributed to the faculty member.
  • Student Disabilities Coordinator: Katie Watts (615) 353-3721 Office: S-114

NOTE:
This syllabus is a master syllabus. Specific course requirements are subject to revision at the discretion of the individual instructor. A course syllabus will be provided the first day of class.
Students will read all assigned text and other study material prior to class, as assigned by the Instructor.

This schedule applies to this class only!

*Since this is a master syllabus, the class schedule is not available.*