Course Information

|  |  |  |  |
| --- | --- | --- | --- |
| **Class Time** | Tuesday 12:30 PM – 1:50 PM | | |
| **Office** | CAS 134 | **Office Phone** | (903) 566 – 7432 |
| **Office Hours** | Tuesday 11:00AM – 2:00PM | **Zoom Meeting ID** | 903 566 7432 |
| **Email** | [dbailey@uttyler.edu](mailto:dbailey@uttyler.edu)  \*preferred method of contact\* | **Twitter Username** | @DrBaileyUTTyler |
| **Website** | <https://sites.google.com/view/daniellebaileyphd> | | |

Course Description

Forensic science is a broad term that encompasses any scientific inquiry that is applied to the legal system. This course is designed to familiarize the student with the most common forensic disciplines including, but not limited to, criminalists, forensic biology, forensic chemistry, and death investigation. Students will learn about the types of evidence each discipline is responsible for as well as common methods of evidence analysis and interpretation. This course will also discuss current research in forensic science as well as the challenges that modern forensic investigators face in the crime scene, laboratory, and courtroom settings.

Course prerequisites: None

Course Learning Objectives

By the end of this course: students will be able to:

1. Distinguish the different forensic disciplines and the legal system within forensic science
2. Compare/contrast the types of evidence each forensic discipline examines
3. Discuss the historical and print development of forensic science
4. Explain how forensic scientists identify, collect, and analyze forensic evidence
5. Describe common forensic analysis methodologies
6. Identify the appropriate type of evidence for different forensic analyses
7. Apply the scientific method to forensic evidence
8. Critique how modern technology enhances and limits forensic analysis
9. Analyze the influence of DNA evidence has had on forensic analyses from different fields
10. Identify ethical considerations for forensic scientists
11. Identify the roles of coroner, medical examiner, and forensic anthropologist within forensic science.

Course Textbook

James, S.H., Nordby, J.J., & Bell, S. (2014). *Forensic Science: An Introduction to Scientific and Investigative Techniques* (4th ed.). Boca Raton, Florida: CRC Press.

Course Grade

The course grade will be comprised of the following assignments. Information about each assignment is provided in this syllabus under “Course Assignments.” Detailed instructions and grading rubrics will be provided during class and on Canvas.

|  |  |
| --- | --- |
| Assignment | Points |
| Syllabus Quiz | 20 points |
| Plagiarism Certificate | 20 points |
| Lecture Video Quizzes | 170 points |
| Class Activities | 210 points |
| Chapter Reading Quizzes | 160 points |
| Diorama of Death | 100 points |
| Group Activity: Forensic Misconduct Website | 170 points |
| Final Exam | 150 points |
| Total Points Possible | **1,000 points** |

Grading Scale

A 90-100% 900 points and above

B 80-89% 800 – 899 points

C 70-79% 700 – 799 points

D 60%-69% 600 – 699 points

F Below 60% 559 points or below

Course Format

This course is taught entirely online. All course interactions will take place through Canvas, UT Tyler’s learning management system. Video lectures are provided for each module, and there are a variety of other online technologies used to facilitate class assignments. In order to be successful, you will need to complete all online components of the course.

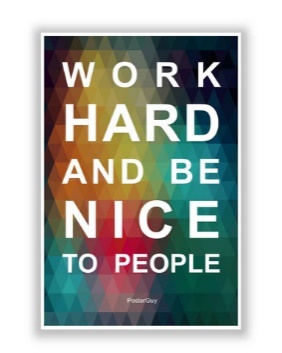
This course is organized into modules. Each module is designed to take one calendar week. During the module, you will be responsible for reading the assigned chapter(s), watching the video lecture(s), completing a reading quiz, and submitting all other activities included in the module. Due dates for all activities are provided in the course schedule at the end of this syllabus.

Student Expectations

***What do I expect from you?***

I expect you to be a PART-E student: prepared; ambitious; respectful; tenacious; excited.

**Prepared:** In order to fully participate, you must come prepared to class. That means completing the assigned reading and any online assignments ahead of class as well as coming to class prepared with the textbook and any other requested material. I employ a cold call system where I may ask you at any time about your thoughts on the lecture material, reading content, or other material.

****

**Respectful:** I expect students to work together in an open, honest, and respectful manner at all times. You are free to, even encouraged to, disagree with one another. However, be sure to use a respectful tone at all times, even if you are on opposite sides of a debate. Proof-read anything you write to make sure it is worded professionally and contains appropriate language/content. If you would not say it or send it to your boss, then don’t send it and/or say it to me or your classmates.

**Ambitious:**I expect you to look beyond the final course grade and bring your best self to class. Instead of shooting for the letter grade, consider what this class can do for your life and your future career. Bring your passion and your interests into the classroom. It will make class more enjoyable for everyone.

**Tenacious:** Learning is an active process. I do not expect that you will read over the text one time and become an expert. However, I do expect you to actively seek out answers to questions you have. You can meet me during office hours, send me an email, or seek out answers from other resources available online or through the library. “I don’t know” is not an endpoint, it’s a beginning.

****

**Excited:** You learn more when you are excited about the topic, and you become excited when you get to learn about something that interests you. For this reason, I have developed ways to allow student creativity and freedom in this course in order to help you find a topic you are interested in and explore it in more detail. I expect that you will bring that interest and excitement into class to help create an enthusiastic and energetic learning environment for everyone.

Instructor Expectations

***What can you expect from me?***

You can expect me to be a HARD professor: helpful; accessible; respectful; diligent.

**Helpful:** As your professor, I am here to help you be successful in the course. If you have questions about the material, or if you need clarification on a specific assignment, handout, requirement, etc., I am here to help. Depending on the question, I may be able to provide you with the specific answer, or I may direct you to the appropriate resources. If you are having trouble with course material, or there are external sources that may impact your ability to be successful, I encourage you to visit with me to discuss your situation. I will try to help as much as possible.

**Accessible:** In order to be helpful, it is important for you to be able to get into contact with me. My preferred method of communication is email. I try to respond to all student emails within one business day so that you get answers quickly. I also hold regular office hours each week where I can provide more detailed assistance than is possible over email. During office hours, I can go over assignments, discuss quizzes/exams, and answer any questions about course material. If you are unable to visit me during office hours and need help, please feel free to contact me via email and set up an appointment. I can set up on-campus or video-conferencing appointments as necessary.

**Respectful:** Just like my expectations of you, you can also expect me to communicate with you in an open, honest, and respectful manner at all times. I respect your right to challenge the material and discuss opposing viewpoints. You can also expect that all written communications from me will be worded professionally and contain appropriate language and content.

**Diligent:** Teaching is my job, and I am very passionate about it. Part of that job is being focused on providing you the best experience in my classroom that I can. To that end, you can expect me to go beyond the textbook during class, bringing you videos, articles, guest lectures, handouts, and other material that will enhance your learning. You can also expect me to respect your time by providing quality feedback on submitted assignments within a timely manner. I do my best to grade and return assignments within two weeks of submission so that you are provided with prompt feedback on your assignments. If there is a delay, I will keep you updated about the situation.

Dr. Bailey’s Course Policies

Attendance Policy

Attendance is crucial for success in higher education. Every module, you will have lecture videos and class assignments to complete. You are expected to actively participate in this course by reviewing all lecture videos and completing all class assignments. Completing your assignments during the specified timeframe is just as important as being in class face to face. I do consider participation at the end of the semester during final grade assignment when determining borderline grades.

Email Policy

Email can be a powerful communication tool. There is room, however, for misunderstanding and miscommunication, and this can reduce its effectiveness. To facilitate smooth online interactions, there are a few rules regarding the use of email that should be followed in this course:

1. When sending an email, please include a subject heading that describes the topic of the email (for instance, “Question about the first quiz”).
2. Identify the course name in the email. I teach multiple courses, so it’s necessary for you to identify which course you are referring to.
3. Remember that correspondence with me should remain professional. That means each email should have a greeting, a message with punctuation, and your full name at the closing. If you would not send the email to your boss, then please do not send it to me.
4. Many times email conversations require some degree of back and forth between the participants. I try to respond to all student emails within one business day, so please show me similar consideration when you respond.

Extra Credit

I offer a variety of extra credit opportunities throughout the semester. These opportunities may include one or more of the following:

* Extra credit opportunities on exams
* Extra credit writing assignments
* Extra credit for attending University-sponsored lectures, workshops, and/or activities

Please note that I do not offer ***extra*** extra credit. I will not offer last minute assignments at the end of the semester to students requesting extra points. You must take advantage of the extra credit opportunities as they are assigned.

Office Hours

I hold regular office hours each week. During office hours, I can go over assignments, discuss quizzes/exams, and answer any questions about course material. If you are unable to visit me during office hours and need help, please feel free to contact me via email and set up an appointment. I can set up on-campus or video-conferencing appointments as necessary. All video-conference appointments will take place in my personal meeting room on Zoom.  To log in, please visit zoom.us and select "Join a Meeting."  Use my office phone number as the meeting ID (903 566 7432) and it will log you into my personal meeting room.  You will need a microphone and a webcam to participate in Zoom meetings.

I may cancel my office hours if I am unable to come into the office for a particular reason. If office hours are canceled, I will inform you during class or through Canvas announcements. ***Please note***: I encourage students to come to me if they have questions or would like clarification about written assignments. However, I will not give detailed feedback through email conversations. Instead, you should plan on visiting my office during normal office hours or schedule an appointment with me to go over assignments one on one.

Submission Policy

Course assignments will be submitted online through Canvas. Assignments must be submitted by **time/date listed on the syllabus**. Submission links will close at this time. No late assignments will be allowed unless there are emergency situations and documentation is provided. Please check the assignment instructions to ensure that each assignment is submitted appropriately. To avoid confusion, I do not accept assignments submitted via email.

Online submissions allow for multiple attempts, allowing you to upload a new submission if you determine that your first submission was problematic in any way. I will only grade the last submission. All previous submissions will receive an automatic zero. This means that your final submission must be complete; I will not use multiple submission attempts to reconstruct a complete assignment from portions submitted in multiple uploads.

Late Assignments

Online assignments are due at the time/date noted on the course schedule. Submission links will close at this time. No late assignments will be allowed unless there are emergency situations and documentation is provided.

Technical Difficulties

Technical problems, including computer access problems, computer failure, internet connection problems, browser issues, incorrect submissions, etc., often occur during the semester. **Even if the technical or logistic problem is not your fault, you are not guaranteed an extension or a “do-over” for the assignment.** It is your responsibility as a diligent student to manage your time and plan ahead so that you do not miss deadlines.

I highly encourage you to start working on your assignments early. This means you should avoid cramming all of your module assignments in on the last day. Working on your assignments early ensures you have time to contact the appropriate person(s) if unforeseen technological issues impacts your ability to complete your assignment. I am not an IT expert and I do not have access in Canvas to student profiles, so please do not contact me about specific technology issues such as upload failures or login problems. Instead I have provided you with contact information for multiple support resources on the Student Resources for Success page in this course syllabus.

Make-Up Quizzes/Exams/Assignments

The *University Catalog* does not establish make-ups as a student right. I provide a detailed course schedule in this syllabus, and I expect students to arrange their schedules accordingly. Opportunities to make-up missed quizzes/exams/assignments will be provided only for exceptional reasons and must be documented (e.g., hospital records, obituaries). Vacations, regularly scheduled doctor’s appointments, and work schedules do not qualify as exceptional reasons and will not be accepted as an excused absence.

If you need to request a make-up quiz, exam, or assignment, you must email your request to Dr. Bailey within 3 business days of the original submission date. Documentation must be provided before make-up assignments will be accepted. Please note that make-up quizzes and exams may be in forms completely different from original and will be scheduled at Dr. Bailey’s convenience.

Military Personnel

I understand that students who are currently members of the Armed Forces may have obligations that impact their ability to participate in class. In situations where service to the Armed Forces impacts course participation, students may be able to work out alterative options for completion of their assignments. In order to approve alterative options, students will need to provide me with at least 3 days’ notice and include proof of orders or a letter from their commanding officer or senior NCO detailing the student’s obligations that will impede course participation. Situations will be assessed on a case-by-case basis.

Students Working in Emergency Services

Students working in emergency services may also work out alternative options for completion of their assignments on an as-needed basis. In order to approve alternative arrangements, students must notify me within 3 business days of the situation and provide documentation from a supervisor. Situations will be assessed on a case-by-case basis.

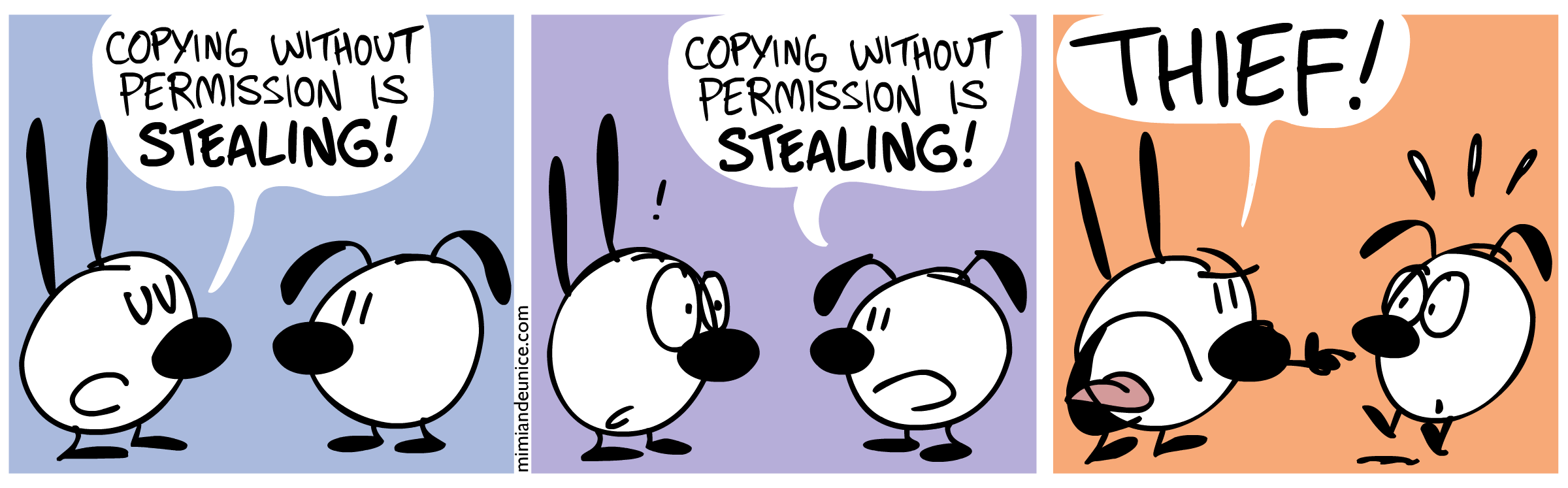


Academic Honesty in Dr. Bailey’s Classroom

Written assignments submitted through Canvas will be will be checked using **TurnItIn** **plagiarism software**, which checks the submitted essay against other student papers, books, and online content. Papers with significant overlap in wording/content with other sources will be subject to an **automatic zero on the assignment** and may be subject to other penalties in accordance with the Academic Conduct statement described previously, including but not limited to failure of the course.

All papers submitted during this semester require APA format. References should be cited correctly in APA format and be noted in both in-text citations and reference pages. Lack of in-text citations is considered plagiarism, even if the material is not a direct quote from the resource. If you did not know the information prior to starting your research, you should include an in-text citation for it. Copying your own words from other papers is also considered plagiarism, and will result in the described penalties.

For more information, including the definitions and examples of various types of plagiarism, please visit the Purdue Online Writing Lab’s APA Formatting and Style Guide, available at <https://owl.english.purdue.edu/owl/resource/560/1/>. This link is also available through the UT Tyler Writing Center’s website.

* 

Paraphrase Instead of Quote

APA format relies on paraphrasing instead of direct quotations. I expect that you will NOT use direct quotations from any of your references. Use of direct quotations in a submission will result in a point deduction based on the number of quotations used and the length of quoted material included. The Purdue Online Writing Lab (OWL) has a good online resource about paraphrasing, including an online paraphrasing exercise, at <https://owl.english.purdue.edu/owl/resource/619/1/>.

Individual Assignments

The course is organized into weekly modules. Each of the following assignments corresponds to a module assignment. Due dates and delivery mode for each assignment are listed in the course schedule proved at the end of this syllabus.

Syllabus Quiz (20 points)

My syllabus is large for a reason! It contains a lot of important and helpful information for you, and I expect that you will use it as a resource throughout the semester when you have questions about class policies, assignments, and schedules. This quiz consists of 20 multiple choice and true/false questions about the course syllabus. You may complete the syllabus quiz as many times as you would like. Only the highest score will count towards your final grade.

Plagiarism Certificate (20 points)

Plagiarism is a huge concern for college students. While some forms of plagiarism are intentional, often plagiarism results from lack of understanding about what constitutes plagiarism and awareness of how to avoid plagiarized material. Students will be required to complete a plagiarism course and successfully complete a plagiarism certification test before any written assignments are completed in the course.

The course is available online at <https://www.indiana.edu/~plag/>. This course covers the definition and forms of plagiarism, as well as providing examples of plagiarized material. The course is self-paced, and will take most students approximately one hour to complete. At the end of the course, you will complete a plagiarism test and receive a plagiarism certificate. You must submit proof of this certificate to Canvas using the appropriate link by the due date noted in the course schedule. The plagiarism certificate will be graded as complete/incomplete; no partial credit will be awarded. If you have completed the plagiarism certificate in a previous course, you may submit that certificate for credit. However, I encourage you to review the plagiarism course, as you will be held to those plagiarism standards for the entirety of this course.

Reading Quizzes (170 points total)

Every module will cover one or two chapters from your textbook. Reading quizzes will be conducted each module to test for comprehension and understanding of course material. Reading quizzes will consist of ten randomly selected multiple-choice questions from each assigned chapter. All quizzes are open note and open book but will be limited to 15 minutes (10 question quizzes) or 30 minutes (20 question quizzes). You may attempt each quiz up to three times. Only the highest attempt will count towards your final class grade. Any quizzes open on the submission deadline will automatically submit for grading, regardless of completion.

Lecture Video Quizzes (160 points total)

Since this is an online course, lecture material will be provided in online lecture videos. Viewing of this lecture material is a required part of the course. To help ensure comprehension and completion of lecture videos, each lecture video will include an embedded lecture video quiz. Lecture video quizzes will include up to 10 multiple choice and true/false questions. Questions are embedded directly into the video itself using PlayPosit and will pop up at any point during the lecture video.

Lecture video quizzes will be automatically scored and entered into your Canvas gradebook when you complete the video. You may complete the lecture video quizzes as many times as you would like. Only the most recent score will be applied to your final grade. If you would like to redo the quiz, you must restart the entire lecture video starting from the beginning, as the PlayPosit software does not allow you to skip forward during the video.

Class Activities (210 points total)

Class activities are designed to help supplement the lecture material for that week. A diverse range of activities (writing, hands-on, research, etc.) will be included to appeal to different learning styles and encourage class engagement. You must complete the activity by the end of the module week to receive points. In cases of documented emergencies or approved school functions, alternative arrangements may be arranged on a case by case basis with instructor approval.

Diorama Of Death (100 points)

During the course, you will learn about the development of forensic science and the process of crime scene examination. One of the historical leaders in forensic science was Frances Glessner Lee, an heiress who developed miniature dioramas of real crime scenes. Each diorama was built to scale with intense detail, depicting all of the evidence and physical characteristics of the crimes cene. She called these dioramas “Nutshell Studies of Unexplained Death,” and used the dioramas in the mid 1900’s during law enforcement training seminars.

For this assignment, you will follow in Lee’s footstepbs by constructing a diorama, or a three-dimensional display, of a murder scene. The most common type of diorama is done using a shoebox, you may choose to make a larger diorama if you wish. You may use any material for your diorama, including clay, paper, plastic toys, etc. The only requirements are that your diorama involve a death scene and contain at least five pieces of important physical evidence. Dioramas will be photographed and shared on a class Padlet board so that you can review and comment on your classmate’s dioramas.

Final Exam (150 points total)

The course will conclude with a 150 point final exam. The final exam is cumulative, covering material from all modules throughout the semester. The final exam may consist of multiple choice, true/false, matching and essay questions. The final exam will be open-book, open-note. The link to start the final exam will be open for three days (see course schedule for dates/times). You will have 2 hours to complete the final exam. Only one attempt is allowed. Like chapter reading quizzes, the quiz will automatically submit at the end of the testing window, regardless of completion.

Final Exam Exemption

You are eligible to SKIP the final exam without penalty if you do not have a zero for ANY assignment within the course and your grade percentage at the end of Module 13 is an 85.0% or above. Percentages will not be rounded up to 85% for purposes of this reward system. Dr. Bailey will notify all eligible students by email during Module 14. If you choose to skip the final exam, your final course grade will reflect your current grade percentage in the course for all other assignments. If you decide to take the final example, your final course grade will be calculated using the grading point system on page two of this syllabus.

Group Activity Guidelines

This course includes several group activities. These activities are an integral part of the course, and participation in a group is not optional. I believe that learning to work together in small groups is an integral skill for your future employment, as most careers require collaboration and partnership activities.

To promote a positive group environment, I will assign groups towards the beginning of the semester and I will do my best to keep groups stable throughout the course. This stability allows group members to become more familiar and more comfortable working together as a team. If you have concerns at any time throughout the semester relating to your group’s progress or group member productivity, please feel free to visit with me during my office hours, before or after class, or email me with your concerns. I will do my best to address group issues by means at my discretion, including but not limited to emailing or meeting with group members as a team or individually, grade reductions, and/or group reformulations.

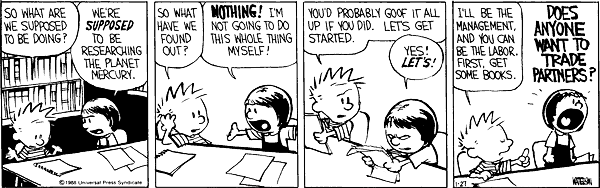
Group Member Responsibilities

In all group activities, I expect each group member to adhere to the following conditions:

1. Notify the professor and all group members as early as possible if you are unable or unwilling to participate in any part of a group activity. This includes notification if you decide to drop, withdraw, or otherwise discontinue with the course material so that your group is aware of your decision and can prepare accordingly.
2. Participate in your group to the best of your ability, including meeting outside of class time as needed to complete the group assignments. If you cannot attend on-campus meetings, you should find alternative ways to participate such as videoconferencing through Zoom, attending via a conference call, working through Google Docs, etc.
3. Split group work evenly between all group members so that all group members contribute equally to the final product. Remember that each of you brings a different talent or skill to the table, and if possible you should distribute the work so that each member’s talent is utilized.
4. Provide all requested contributions to your group before the assignment due date so that the group activity can be compiled, edited, and finalized together. Your group should decide on group deadlines together so that all of you are aware of what your contribution is and when your contribution is expected to be completed.
5. Do not wait until the deadline to bring concerns to your group members and/or the professor. If you feel that you are putting in too much effort into the project, or if you are having problems communicating with one or more of your group members, please be open about your concerns with your group members. In most cases, you may be able to correct the issue by being open and honest with your group members themselves. If you are not comfortable sharing your concerns with your group, or if you continue to have concerns, you may email or contact me directly. By reaching out for assistance earlier in the project, rather than when it is due, we can take steps to resolve the problem before the assignment is completed.
6. Bring your PART-E attitude to group meetings. Group meetings, even if held outside of regular class time, are an extension of normal classroom activities and therefore have the same expectations as normal class.

Group Member Accountability

To ensure that all group members fulfill the responsibilities outlined above, every group activity will include a Group Evaluation Survey. The evaluation survey will be completed at the end of each group activity and will allow group members to assess how the group performed overall as well as document any problems relating to group participation.



Group Activities Grading

The group activities include both individual and group grade components. Based on the evaluation survey and unsolicited feedback, I reserve the right to adjust the group grade for any individual group member. Grade adjustments will be assigned by applying the following percentage scale to the overall group grade: 100%, 85%, 70%, 50%, 0%. All grade reductions will be accompanied with written documentation on Canvas why the grade reduction was completed. Students who wish to appeal the grade reduction must make an office appointment with Dr. Bailey within one calendar week of the grade reduction.

Group Activity

During this semester, you will work in teams of three to complete a Forensic Misconduct Website project, described below. More information, including detailed instructions, grading rubrics, and supplemental materials, is provided to you on Canvas on the assignment page.

Forensic Misconduct Website (170 points total)

Jurors are usually very trustful of forensic experts, and it is therefore of very important that forensic analysts hold themselves to the highest ethical standard. Unfortunately, there are always a few bad apples, people who are willing to lie, cheat, or plant evidence to get the findings they want. Given their access to multiple cases at a time, one instance of misconduct can cause a ripple effect in the criminal justice system, leading to reopened cases, overturned convictions, and public mistrust of the entire forensic science field.

For this assignment, your group will create a website that documents three high-profile cases of misconduct by forensic investigators. The website will be developed on Google Sites, a user-friendly, collaborative website building program.

The Forensic Misconduct Website consists of three components, listed below.

1. Forensic Misconduct Website Rough Draft *(50 points)*
2. Forensic Misconduct Website Final Submission *(100 points)*
3. Group Member Evaluation Survey *(2 at 10 points each)*

Extra Credit Assignments

Career Success Conference (10 points)

The Career Success Conference is an event designed to allow business and industry leaders to share their experiences and wisdom with today’s students. Ideally, it will aid students in building the personal and professional capacities necessary for career success. The Conference will host 200 speakers from a variety of industries during three interactive lecture sessions. To receive this extra credit, you must register and attend one or more full session. You do not need to submit anything on Canvas to receive points.  Attendance records taken at each session will be used by Dr. Bailey to assign extra credit to attending students. For more information about the Career Success Conference, including registration links and session scheduling, please visit the main conference website: <https://csc.uttyler.edu/>.

Careers in Forensic Science Video (50 points)

Throughout the semester you learn about different career possibilities in the forensic science field. For this extra credit activity, you will interview a professional who is currently working or who formerly worked in a forensics career you are interested in learning more about. There is not a set format for your interview, but you are encouraged to discuss the education and training requirements, typical salary, normal duties, and any other information relevant for students considering this career path. Interviews can be done in person, by phone, or through video-conference software but cannot be done through email.

After your interview, you will create a 10 to 20 minute video presentation that discusses what you learned about this career path from your interview.

UT Tyler’s Student standards of academic conduct

Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

i. “Cheating” includes, but is not limited to:

• copying from another student’s test paper;

• using, during a test, materials not authorized by the person giving the test;

• failure to comply with instructions given by the person administering the test;

• possession during a test of materials which are not authorized by the person giving the test, such as class notes or specifically designed “crib notes”. The presence of textbooks constitutes a violation if they have been specifically prohibited by the person administering the test;

• using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program;

• collaborating with or seeking aid from another student during a test or other assignment without authority;

• discussing the contents of an examination with another student who will take the examination;

• divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructors has designated that the examination is not to be removed from the examination room or not to be returned or to be kept by the student;

• substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course-related assignment;

• paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test key, homework solution, or computer program or information about an unadministered test, test key, home solution or computer program;

• falsifying research data, laboratory reports, and/or other academic work offered for credit;

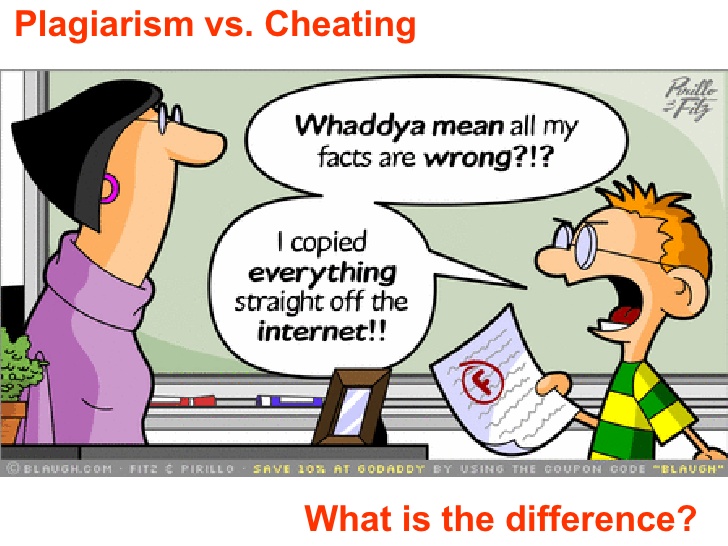
• taking, keeping, misplacing, or damaging the property of The University of Texas at Tyler, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct; and

• misrepresenting facts, including providing false grades or resumes, for the purpose of obtaining an academic or financial benefit or injuring another student academically or financially.

ii. “Plagiarism” includes, but is not limited to, the appropriation, buying, receiving as a gift, or obtaining by any means another’s work and the submission of it as one’s own academic work offered for credit.

iii. “Collusion” includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.

iv. All written work that is submitted will be subject to review by SafeAssignTM, available on Blackboard.



Netiquette @ UT Tyler

"Netiquette" is, simply, Internet etiquette, or a set of expectations that describe appropriate behaviors when interacting online. It is important to understand that you will be held to the exact same standards of UT Tyler’s Face-to-Face traditional courses when learning in an online environment. In fact, for 100% online courses, your online classroom behavior may be the only interaction you have with your faculty and classmates, therefore making your netiquette even more important. Remember, you only get to make a first impression once, irrespective of the course delivery method.



**Be courteous.** You only get one chance for an online first impression. Make it count. Do not say or do anything in an online classroom that you would not do in a face-to-face classroom. This includes not “YELLING” (typing in all caps), not “flaming” (attacking someone, such as insults and name-calling), and/or not dominating the discussion.

**Be human.** Remember there is another person on the other side of the screen. Remain patient, ask and wait for clarification if you do not understand something, and avoid assumptions and rushed judgments. Forgive mistakes, and apologize for your own errors.

**Be a good classmate.** Remember your own role as a student. Follow your instructor’s directions at all times. Be authentic and collaborative with fellow students. Be aware of cyberbullying and make every attempt to eliminate it. Appreciate the diversity and different communication styles of your peers. Remember, since this class is online, you may have classmates from all over the world.

**Be professional.** Proofread your own writing for spelling, grammar, and punctuation to prevent miscommunication. Avoid slang, sarcasm, or emotionally-charged writing, as tone can be difficult to translate online. Profanity and offensive language will not be tolerated. Do not use abbreviations (2moro, 2T, B@U) or emoticons in your online class unless your professor approves and supports such writing styles.

**Be a responsible digital citizen.** What you post online is difficult to retract once it is published. What you post online can follow you for your lifetime. Do not share personal information you would never want public, and respect other people’s privacy. Do not share someone else’s work without their permission.

Student Resources for Success

Due to the online format of this course, we will rely heavily on Canvas. If you experience problems with Canvas, you have access to 24/7 support using Canvas’ Help tab. You can also email [itsupport@uttyler.edu](mailto:itsupport@uttyler.edu) for help.



UT Tyler also provides a variety of student resources to help you succeed in the classroom. I encourage you to reach out as necessary to the offices below for assistance.

|  |  |  |  |
| --- | --- | --- | --- |
| **Student Resource** | **Office Location** | **Phone #** | **Email** |
| Academic Advising Center | UC 440 | 903.565.5718 | cas[advising@uttyler.edu](mailto:advising@uttyler.edu) |
| Campus Computing Center | RBN 3022 | 903.565.5555 | [itsupport@uttyler.edu](mailto:itsupport@uttyler.edu) |
| Cashier’s Office | STE 230 | 903.566.7227 | [cashiers@uttyler.edu](mailto:cashiers@uttyler.edu) |
| Enrollment Services | STE 230 | 903.566.7180 | [enroll@uttyler.edu](mailto:enroll@uttyler.edu) |
| Financial Aid | STE 230 | 903.566.7180 | [enroll@uttyler.edu](mailto:enroll@uttyler.edu) |
| Library | LIB | 903.566.7342 | [library@uttyler.edu](mailto:library@uttyler.edu) |
| Police Department | USC 125 | 903.566.7300 | [police@uttyler.edu](mailto:police@uttyler.edu) |
| Student Accessibility (ADA) | UC 3150 | 903.565.7079 | [cstaples@uttyler.edu](mailto:cstaples@uttyler.edu) |
| Student Business Services | STE 230 | 903.566.7227 | [cashiers@uttyler.edu](mailto:cashiers@uttyler.edu) |
| University Counseling Center | UC 3170 | 903.566.5746 | [mskinner@uttyler.edu](mailto:mskinner@uttyler.edu) |
| University Crisis Line |  | 903.566.7254 | Available 24/7 |
| Military & Veterans Success Center | UC 3440 | 903.565.5974 | [mvcs@uttyler.edu](mailto:mvcs@uttyler.edu) |
| Writing Center | BUS 202 | 903.565.5995 | [writingcenter@uttyler.edu](mailto:writingcenter@uttyler.edu) |

University of Texas Policies

UT Tyler Honor Code

Every member of the UT Tyler community joins together to embrace: Honor and integrity that will not allow me to lie, cheat, or steal, nor to accept the actions of those who do.

Students Rights and Responsibilities

To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link: <http://www.uttyler.edu/wellness/rightsresponsibilities.php>

Campus Carry

We respect the right and privacy of students 21 and over who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>

UT Tyler a Tobacco-Free University

All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors.

Forms of tobacco not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products.

There are several cessation programs available to students looking to quit smoking, including counseling, quitlines, and group support. For more information on cessation programs please visit [www.uttyler.edu/tobacco-free](http://www.uttyler.edu/tobacco-free).

Grade Replacement/Forgiveness and Census Date Policies

Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. Grade Replacement Contracts are available in the Enrollment Services Center or at http://www.uttyler.edu/registrar. Each semester’s Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.

Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract. The Census Date is the deadline for many forms and enrollment actions of which students need to be aware. These include:

* + Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
  + Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
  + Schedule adjustments (section changes, adding a new class, dropping without a “W” grade)
  + Being reinstated or re-enrolled in classes after being dropped for non-payment
  + Completing the process for tuition exemptions or waivers through Financial Aid

The Census Date for the Fall 2019 semester is **Monday,** **September 9**.

State-Mandated Course Drop Policy

Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date).

Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

Disability and Accessibility Services

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University of Texas at Tyler offers accommodations to students with learning, physical and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or you have a history of modifications or accommodations in a previous educational environment, you are encouraged to visit <https://hood.accessiblelearning.com/UTTyler> and fill out the New Student application. The Student Accessibility and Resources (SAR) office will contact you when your application has been submitted and an appointment with Cynthia Lowery, Assistant Director of Student Services/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at <http://www.uttyler.edu/disabilityservices>, the SAR office located in the University Center, # 3150 or call 903.566.7079.

Student Absence due to Religious Observance

Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

Student Absence for University-Sponsored Events and Activities

If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

Social Security and FERPA Statement

It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

Emergency Exits and Evacuation

Everyone is required to exit the building when a fire alarm goes off. Follow your instructor’s directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.

UT Tyler Resources for Students

• UT Tyler Writing Center (903.565.5995), [writingcenter@uttyler.edu](mailto:writingcenter@uttyler.edu)

• UT Tyler Tutoring Center (903.565.5964), [tutoring@uttyler.edu](mailto:tutoring@uttyler.edu)

• The Mathematics Learning Center, RBN 4021, this is the open access computer lab for math students, with tutors on duty to assist students who are enrolled in early-career courses.

• UT Tyler Counseling Center (903.566.7254)

Course Schedule

Below is a schedule that outlines each of the course modules. Under each module is a list of all readings, lecture videos, and assignments you must complete by the end of that module. Use the checkboxes embedded in this document to help you keep track of your progress.

Module 1: Monday, 8/26 to Sunday, 9/1

By the end of the module (Sunday at 11:59PM), you must complete the following:

Read the Course Syllabus

Watch the Lecture Video: Introduction to the Course *(10 points)*

Complete the Syllabus Quiz *(20 points)*

Complete the Class Activity: Introduction Video *(10 points)*

Submit Plagiarism Certificate *(20 points)*

Module 2: Monday, 9/2 to Sunday, 9/8

By the end of the module (Sunday at 11:59PM), you must complete the following:

Read *Forensic Science*, Chapters 1 & 2

Complete the Chapters 1/2 Reading Quiz *(20 points)*

Watch the Lecture Video: Justice & Science *(10 points)*

Watch the Lecture Video: What is Evidence? *(10 points)*

Submit the Class Activity: Judging Admissibility *(20 points)*

Module 3: Monday, 9/9 to Sunday, 9/15

By the end of the module (Sunday at 11:59PM), you must complete the following:

Read *Forensic Science*, Chapter 3

Complete the Chapter 3 Reading Quiz *(10 points)*

Watch the Lecture Video: Crime Scene Investigation Part 1 *(10 points)*

Watch the Lecture Video: Crime Scene Investigation Part 2 *(10 points)*

Submit the Class Activity: Crime Scene Sketch *(20 points)*

Module 4: Monday, 9/16 to Sunday, 9/22

By the end of the module (Sunday at 11:59PM), you must complete the following:

Read *Forensic Science*, Chapter 4

Complete the Chapter 4 Reading Quiz *(10 points)*

Watch the Lecture Video: Bloodstain Patterns *(10 points)*

Submit the Class Activity: Bloodstain Pattern Board *(20 points)*

Module 5: Monday, 9/23 to Sunday, 9/29

By the end of the module (Sunday at 11:59PM), you must complete the following:

Read *Forensic Science*, Chapter 5

Complete the Chapter 5 Reading Quiz *(10 points)*

Watch the Lecture Video: Death Investigation *(10 points)*

Submit the Diorama of Death *(100 points)*

Module 6: Monday, 9/30 to Sunday, 10/6

By the end of the module (Sunday at 11:59PM), you must complete the following:

Read *Forensic Science*, Chapter 6

Complete the Chapter 6 Reading Quiz *(10 points)*

Watch the Lecture Video: Forensic Anthropology *(10 points)*

Submit the Class Activity: Anthropology Picture Book *(20 points)*

Module 7: Monday, 10/7 to Sunday, 10/13

By the end of the module (Sunday at 11:59PM), you must complete the following:

Read *Forensic Science*, Chapter 7

Complete the Chapter 7 Reading Quiz *(10 points)*

Watch the Lecture Video: Forensic Entomology *(10 points)*

Submit the Class Activity: U.S. Body Farms *(20 points)*

Module 8: Monday, 10/14 to Sunday, 10/20

By the end of the module (Sunday at 11:59PM), you must complete the following:

Read *Forensic Science*, Chapters 8 & 9

Complete the Chapter 8/9 Reading Quiz *(20 points)*

Watch the Lecture Video: Forensic Biology *(10 points)*

Submit the Class Activity: Identifying the Innocent *(20 points)*

Module 9: Monday, 10/21 to Sunday, 10/27

By the end of the module (Sunday at 11:59PM), you must complete the following:

Read *Forensic Science*, Chapters 10 & 11

Complete the Chapter 10/11 Reading Quiz *(20 points)*

Watch the Lecture Video: Forensic Chemistry *(10 points)*

Submit the Class Activity: Drug Scheduling *(20 points)*

Module 10: Monday, 10/28 to Sunday, 11/3

By the end of the module (Sunday at 11:59PM), you must complete the following:

Read *Forensic Science*, Chapter 12

Complete the Chapter 12 Reading Quiz *(10 points)*

Watch the Lecture Video: Arson, Fire, and Explosive Analysis *(10 points)*

Submit the Group Activity: Forensic Misconduct Website Rough Draft *(50 points)*

Submit the Group Member Evaluation Survey *(10 points)*

Module 11: Monday, 11/4 to Sunday, 11/10

By the end of the module (Sunday at 11:59PM), you must complete the following:

Read *Forensic Science*, Chapter 13

Complete the Chapter 13 Reading Quiz *(10 points)*

Watch the Lecture Video: Fingerprints, Part 1 *(10 points)*

Watch the Lecture Video: Fingerprints, Part 2 *(10 points)*

Submit the Class Activity: Name that Killer *(20 points)*

Module 12: Monday, 11/11 to Sunday, 11/17

B By the end of the module (Sunday at 11:59PM), you must complete the following:

Read *Forensic Science*, Chapters 14 & 15

Complete the Chapter 14/15 Reading Quiz *(20 points)*

Watch the Lecture Video: Firearms Evidence *(10 points)*

Watch the Lecture Video: Toolmarks and Impression Evidence *(10 points)*

Submit the Class Activity: Virtual Comparison Microscope *(20 points)*

Module 13: Monday, 11/18 to Sunday, 11/24

By the end of the module (Sunday at 11:59PM), you must complete the following:

Read *Forensic Science*, Chapters 16

Complete the Chapter 16 Reading Quiz *(10 points)*

Watch the Lecture Video: Trace Evidence *(10 points)*

Submit the Class Activity: Locard’s T-Shirt Experiment *(20 points)*

[Optional] Submit the Extra Credit: Careers in Forensic Science Video *(50 points)*

**Thanksgiving Break – No Class Monday 11/25 – 12/1**

Module 14: Monday, 12/2 to Sunday, 12/8

By the end of the module (Sunday at 11:59PM), you must complete the following:

Submit the Group Activity: Forensic Misconduct Website *(100 points)*

Submit the Group Member Evaluation Survey *(10 points)*

Module 15: Monday, 12/9 to Thursday, 12/12

By the end of the module (**Thursday** at 11:59PM), you must complete the following:

Complete the Final Exam *(150 points)*