ARIZONA STATE UNIVERSITY

GENERAL STUDIES COURSE PROPOSAL COVER FORM

Course information:

*Copy and paste **current** course information from Class Search/Course Catalog.*

College/School: New College of Interdisciplinary Arts and Scien | Department: **Mathematical and Natural Sciences**

Prefix: **FOR** | Number: **105** | Title: Physical Evidence and the Crime Scene | Units: 4

Is this a cross-listed course? No | If yes, please identify course(s)

Is this a shared course? No | If so, list all academic units offering this course

*Note- For courses that are crosslisted and/or shared, a letter of support from the chair/director of **each** department that offers the course is required for **each** designation requested. By submitting this letter of support, the chair/director agrees to ensure that all faculty teaching the course are aware of the General Studies designation(s) and will teach the course in a manner that meets the criteria for each approved designation.*

Is this a permanent numbered course with topics? Yes

If yes, all topics under this permanent numbered course must be taught in a manner that meets the criteria for the approved designation(s). It is the responsibility of the chair/director to ensure that all faculty teaching the course are aware of the General Studies designation(s) and adhere to the above guidelines.

Chair/Director Initials _____ (Required)

Course description: **This is a 4 credit hour lecture and laboratory course exploring the science and analytical techniques behind the identification and analysis of physical evidence and crime scene management in forensic crime laboratories. This non-majors science course will introduce students to the concepts behind forensic analyses such as fingerprinting, tool mark comparison, questioned document examination, and crime scene management techniques. No prerequisites.**

Requested designation: Natural Sciences–SQ

*Note- a **separate** proposal is required for each designation requested*

Eligibility:

Permanent numbered courses must have completed the university's review and approval process.
For the rules governing approval of omnibus courses, contact Phyllis.Lucie@asu.edu or Lauren.Leo@asu.edu.

Submission deadlines dates are as follow:

For Fall 2016 Effective Date: October 1, 2015

For Spring 2017 Effective Date: March 10, 2016

Area(s) proposed course will serve:

A single course may be proposed for more than one core or awareness area. A course may satisfy a core area requirement and more than one awareness area requirements concurrently, but may not satisfy requirements in two core areas simultaneously, even if approved for those areas. With departmental consent, an approved General Studies course may be counted toward both the General Studies requirement and the major program of study.

Checklists for general studies designations:

Complete and attach the appropriate checklist

- Literacy and Critical Inquiry core courses (L)
- Mathematics core courses (MA)
- Computer/statistics/quantitative applications core courses (CS)
- Humanities, Arts and Design core courses (HU)
- Social-Behavioral Sciences core courses (SB)
- Natural Sciences core courses (SQ/SG)
- Cultural Diversity in the United States courses (C)
- Global Awareness courses (G)
- Historical Awareness courses (H)

A complete proposal should include:

- ☐ Signed course proposal cover form
- ☐ Criteria checklist for General Studies designation(s) being requested
- ☐ Course catalog description
- ☐ Sample syllabus for the course
- ☐ Copy of table of contents from the textbook and list of required readings/books

It is respectfully requested that proposals are submitted electronically with all files compiled into one PDF.

Contact information:

Name: Kimberly Kobojek | E-mail: kimberly.kobojek@asu.edu | Phone: 602-543-3913

Department Chair/Director approval: *(Required)*

Chair/Director name (Typed): Dr. Lara Ferry, Interim Director-School of | Date: _____

ARIZONA STATE UNIVERSITY
Mathematical and Natural Sciences

Chair/Director (Signature): Lara Ferry 9-28-15

Arizona State University Criteria Checklist for

NATURAL SCIENCES [SQ/SG]

Rationale and Objectives

Public scientific literacy, critical for sound decisions on scientifically infused issues such as climate change, includes understanding of basic science concepts, such as the fundamental behavior of matter and energy. It also includes the understanding that “science" is not an encyclopedic collection of facts. Rather, it is a process of exploration that embraces curiosity, inquiry, testing, and communication, to reduce uncertainty about nature. Absent understanding of scientific concepts and of the nature of science, science and pseudoscience are difficult to distinguish, and normal scientific disagreements may be misinterpreted as ideological or political disputes. The goal of the natural sciences (SQ/SG) requirement, including the laboratory requirement, is to instill understanding of basic science content and of the nature of science in every ASU graduate.

10/1989
REV: 1/1991, 3/1991, 1/2000, 10/2008, 4/2014

Proposer: Please complete the following sections and attach appropriate documentation.

ASU--[SQ] CRITERIA

I. - FOR ALL *QUANTITATIVE* [SQ] NATURAL SCIENCES CORE AREA COURSES, THE FOLLOWING ARE CRITICAL CRITERIA AND MUST BE MET:

YES	NO		Identify Documentation Submitted
☒	☐	**A.** Course emphasizes the mastery of basic scientific principles and concepts.	Syllabus & supporting information at end of checklist
☒	☐	**B.** Addresses knowledge of scientific method.	Syllabus & supporting information at end of checklist
☒	☐	**C.** Includes coverage of the methods of scientific inquiry that characterize the particular discipline.	Syllabus & supporting information at end of checklist
☒	☐	**D.** Addresses potential for uncertainty in scientific inquiry.	Syllabus & supporting information at end of checklist
☒	☐	**E.** Illustrates the usefulness of mathematics in scientific description and reasoning.	Syllabus & supporting information at end of checklist
☒	☐	**F.** Includes **weekly** laboratory and/or field sessions that provide hands-on exposure to scientific phenomena and methodology in the discipline, and enhance the learning of course material.	Syllabus & supporting information at end of checklist

☒	☐	**G.** Students submit written reports of laboratory experiments for constructive evaluation by the instructor.	Syllabus & supporting information at end of checklist
☒	☐	**H.** Course is general or introductory in nature, ordinarily at lower-division level; not a course with great depth or specificity.	Syllabus & supporting information at end of checklist
II. - AT LEAST ONE OF THE FOLLOWING ADDITIONAL CRITERIA MUST BE MET WITHIN THE CONTEXT OF THE COURSE:			
☒	☐	**A.** Stresses understanding of the nature of basic scientific issues.	Syllabus & supporting information at end of checklist
☒	☐	**B.** Develops appreciation of the scope and reality of limitations in scientific capabilities.	Syllabus & supporting information at end of checklist
☐	☐	**C.** Discusses costs (time, human, financial) and risks of scientific inquiry.	

NOTE: CRITERIA FOR [SG] COURSES BEGIN ON PAGE 4.

III. - [SQ] COURSES MUST ALSO MEET THESE ADDITIONAL CRITERIA:			
YES	**NO**		**Identify Documentation Submitted**
☒	☐	**A.** Provides a substantial, quantitative introduction to fundamental principles governing behavior of matter and energy, in physical or biological systems.	Syllabus & supporting information at end of checklist
		B. Includes a college-level treatment of some of the following topics **(check all that apply below):**	
☐	☐	**a.** Atomic and molecular structure	
☐	☐	**b.** Electrical processes	
☒	☐	**c.** Chemical processes	Syllabus & supporting information at end of checklist
☐	☐	**d.** Elementary thermodynamics	
☐	☐	**e.** Electromagnetics	
☐	☐	**f.** Dynamics and mechanics	
[SQ] REQUIREMENTS CANNOT BE MET BY COURSES:			
• **Presenting a qualitative survey of a discipline.**			
• **Focusing on the impact of science on social, economic, or environmental issues.**			
• **Focusing on a specific or limiting but in-depth theme suitable for upper-division majors.**			

Proposer: Please complete the following section and attach appropriate documentation.

ASU--[SG] CRITERIA

I. - FOR ALL *GENERAL* [SG] NATURAL SCIENCES CORE AREA COURSES, THE FOLLOWING ARE CRITICAL CRITERIA AND MUST BE MET:

YES	NO		Identify Documentation Submitted
☐	☐	**1.** Course emphasizes the mastery of basic scientific principles and concepts.	
☐	☐	**2.** Addresses knowledge of scientific method.	
☐	☐	**3.** Includes coverage of the methods of scientific inquiry that characterize the particular discipline.	
☐	☐	**4.** Addresses potential for uncertainty in scientific inquiry.	
☐	☐	**5.** Illustrates the usefulness of mathematics in scientific description and reasoning.	
☐	☐	**6.** Includes **weekly** laboratory and/or field sessions that provide hands-on exposure to scientific phenomena and methodology in the discipline, and enhance the learning of course material.	
☐	☐	**7.** Students submit written reports of laboratory experiments for constructive evaluation by the instructor.	
☐	☐	**8.** Course is general or introductory in nature, ordinarily at lower-division level; not a course with great depth or specificity.	

II. - AT LEAST ONE OF THE ADDITIONAL CRITERIA THAT MUST BE MET WITHIN THE CONTEXT OF THE COURSE:

☐	☐	**A.** Stresses understanding of the nature of basic scientific issues.	
☐	☐	**B.** Develops appreciation of the scope and reality of limitations in scientific capabilities.	
☐	☐	**C.** Discusses costs (time, human, financial) and risks of scientific inquiry.	

[SG] REQUIREMENTS CANNOT BE MET BY COURSES:		
	• Presenting a qualitative survey of a discipline.	
	• Focusing on the impact of science on social, economic or environmental issues.	
	• Focusing on a specific or limiting but in-depth theme suitable for upper-division majors.	

Course Prefix	Number	Title	General Studies Designation
FOR	105	Physical Evidence and the Crime Scene	SQ

Explain in detail which student activities correspond to the specific designation criteria. Please use the following organizer to explain how the criteria are being met.

Criteria (from checksheet)	How course meets spirit (contextualize specific examples in next column)	Please provide detailed evidence of how course meets criteria (i.e., where in syllabus)
Section I, A-H	Lectures; class discussions and assignments; and laboratory exercises	See the content under these headings in the syllabus: "Course Overview", "Course Objectives and Learning Outcomes", "Lecture & Laboratory Schedule" Students will be required to keep a laboratory notebook which will include written documentation of their laboratory activities and results. This course, along with FOR 106 Biology behind the Crime Scene, is an introduction to forensic science technology and anlytical methodologies involved with physical evidence and crime scene management.
Section II, A-B	Lectures; class discussions and assignments; and laboratory exercises	Lecture will discuss how these elements of forensic science fit under the overall "science" umbrella to include the realities of what forensic science does and can do within society. Laboratory exercises will allow students to apply knowledge gained in lecture to lab exercises that are designed around real-world forensic science methodologies. Strengths and limitations of the disciplines will also be explored. See the content under these headings in the syllabus: "Course Overview", "Course Objectives and

		Learning Outcomes", "Lecture & Laboratory Schedule".
Section III, A-B	Lectures; class discussions and assignments; and laboratory exercises	See the content under these headings in the syllabus: "Course Overview", "Course Objectives and Learning Outcomes", "Lecture & Laboratory Schedule". Examples of laboratory exercises include: Fingerprinting (development of latent prints); Trace Evidence Examination; Introduction to Ballistics; and Forensic Document Examination. In each of these exercises, both the strengths and limitations of these particular areas of analysis in forensic science will be explored as part of the exercise.

Course Description_FOR 105 Physical Evidence and the Crime Scene

Course Description: This is a 4 credit hour lecture and laboratory course exploring the science and analytical techniques behind the identification and analysis of physical evidence and crime scene management in forensic crime laboratories. This non-majors science course will introduce students to the concepts behind forensic analyses such as fingerprinting, tool mark comparison, questioned document examination, and crime scene management techniques.

Prerequisites: none

Course: FOR 105 Physical Evidence and the Crime Scene

Instructor: Kimberly Kobojek FAB N181D
602-543-3913 kimberly.kobojek@asu.edu

Office Hours: *TBA*

If you find it necessary to leave a note for this instructor, please contact the administrative reception desk of the School of Mathematical and Natural Sciences located at FAB North Level 1 room N101-1

Course Overview:
This is a 4 credit hour lecture and laboratory course exploring the science and analytical techniques behind the identification and analysis of physical evidence and crime scene management in forensic crime laboratories. This non-majors science course will introduce students to the concepts behind forensic analyses such as fingerprinting, tool mark comparison, questioned document examination, and crime scene management techniques.

Course Objectives and Learning Outcomes:
Upon successful completion of lecture and laboratory assignments and exams, students will:

1. Describe the role of the Forensic Scientist as it relates to the Criminal Justice System
2. Discuss the various analytical sections of a modern crime laboratory dealing with physical evidence and crime scene management
3. Describe types of physical evidence commonly encountered in crime laboratories and at crime scenes
4. Apply knowledge gained in lecture presentations to laboratory activities
5. Apply knowledge gained in lecture and laboratory activities to "solve" a mock crime scene
6. Discuss the safety and quality assurance practices used by modern forensic scientists in a crime lab

Required Materials:

1. *Forensic Science: from the Crime Scene to the Crime* Lab 2nd Edition by Richard Saferstein
2. *Campbell Essential Biology with Physiology 5th* Edition, Simon, Dickey, Hogan, Reece
3. A bound, blank laboratory notebook for taking laboratory notes (composition or quadrille)
4. A pair of laboratory safety glasses with top/side protection [see bookstore]
5. Laboratory handouts – Provided via Blackboard for student download & printing

Attendance:
Attendance is essential to doing well in this or any class. Attend lectures, arrive on time, and keep current with assignments. If you must miss a class, it is **your** responsibility to obtain the missed information from classmates and/or the class Blackboard site.

Lab Attendance:
Students must attend the lab section for which they registered. Students may not make up laboratory exercises in another lab section. Students who miss more than two (2) scheduled laboratory sessions, excused or unexcused, will automatically receive a failing grade for the entire course.

Cell Phone Use

Cell phones must be turned off during class time, especially exams. Students seen using a cell phone in any way during an exam may receive a zero on the exam. Please be considerate of those around you during lecture. Students seen using a cell phone in any way during lecture and/or laboratory may be asked to leave the classroom for the remainder of class time. In cases of family emergencies (pregnant spouse, etc.), arrangements must be made with the instructor in advance.

Cell phone use in the laboratory is a safety and health hazard. Cell phones are not permitted to be used in the laboratory.

Class Conduct

All students are expected to conduct themselves with the maturity expected of adults in any University classroom. Disruptive, disrespectful, harassing, offensive, and/or threatening behavior, even via e-mail, toward any other students and/or an instructor in this class will not be tolerated. Students who are disrupting the class will be made to leave the classroom. Students who continually disrupt class and/or harass other students and/or instructors may be dropped from the class by the instructor. Students are expected to pay attention during lecture. See the *Student Services Manual* for the specific policy against threatening behavior, SSM 104–02, "Handling Disruptive, Threatening, or Violent Individuals on Campus".

Students are expected to follow all safety and health regulations in the laboratories. Students who do not follow the safety and health regulations may be asked to leave the laboratory for their, and their classmates, safety.

Class Materials and Reading

The planned textbook readings are listed in the schedule grid. The textbook readings will help you prepare for lecture. Students must have at least heavily skimmed the assigned reading before the lecture. The lecture may discuss the readings; however topics covered in the reading, but not the lecture, may be fair game for the exam. Additional class materials may be posted on the class Blackboard site. Computer and printer access are available in the library through Technopolis in the basement of the Library.

Class Participation

Official attendance will not be taken in the lecture portion of the course; however, a number of important assignments and other pieces of information will be disseminated during the lecture periods. Do not rely solely on Blackboard for lecture information. Your presence or absence in lecture can have a direct effect on the quality of work produced in this course.

Students are required to attend the laboratory section for which they are registered. Missing more than two (2) labs for any reason will result in a failing grade for the entire course (lecture and lab).

Computer Access

Class announcements and many course materials will be posted on the class Blackboard website. Therefore, students must have a myASU account and use a computer to access this site on a regular basis. Computers for student use are available at Technopolis in the basement of the library. Access to Blackboard is at my.asu.edu (no *www*.). The instructor will use the student's asu.edu email account for electronic communication, if necessary.

E-Mail

I highly encourage students to ask questions, especially if you need clarification on something said in lecture; on assignments, or participation activities. Emails will generally be answered during the business/school day Monday-Friday. The instructor's email is: Kimberly.kobojek@asu.edu

Occasionally, emails may be answered on weekends and/or school holidays. *While you may occasionally receive an immediate reply, expect most replies from any instructor to take some time.*

Grading:

Your grade will be composed of three main components:

Laboratory (Including notebooks and presentation): ≈31%
Exams (4 quizzes, midterm and a final): ≈ 62%
Class Participation (attendance, discussion boards, etc.) ≈ 7%
Final grades will be assigned based on the following scale:

A+: 97% or above	B+: 87% - 89.99%	C+: 77% - 79.99%	D: 60% - 69.99%
A: 93% - 96.99%	B: 83% - 86.99%	C: 70% - 76.99%	E: Less than 60%
A- : 90% - 92.99%	B- : 80% - 82.99%		

The above percentages will be based on the number of points earned divided by the number of total possible points.

Item	Number/Times assessed	Given Points per Item	Total Points
LECTURE			
Class Participation	10	5	50
Quizzes	4	50	200
Midterm Exam	1	100	100
Final Exam	1	200	200
LAB			
Group lab presentations	1	100	100
Laboratory notebooks	2	50	100
Laboratory Quizzes:	10	5	50
Total:			**800**

Course/Instructor Evaluation

The course/instructor evaluation for this course will be conducted online 7-10 days before the last official day of classes of each semester or summer session. Your response(s) to the course/instructor are anonymous and will not be returned to your instructor until after grades have been submitted. The use of a course/instructor evaluation is an important process that allows our college to (1) help faculty improve their instruction, (2) help administrators evaluate instructional quality, (3) ensure high standards of teaching, and (4) ultimately improve instruction and student learning over time. Completion of the evaluation is not required for you to pass this class and will not affect your grade, but your cooperation and participation in this process is critical. About two weeks before the class finishes, watch for an e-mail with **"NCIAS Course/Instructor Evaluation"** in the subject heading. The email will be sent to your official ASU e-mail address.

Withdrawals: The instructor will NOT withdraw students for any reason. Specifically, students should be aware that non-attendance will **NOT** automatically result in their being dropped from the course. Therefore, if a student does not attend class during the first week or for any extended period of time during the semester, they should not presume that they are no longer registered. **It is the student's responsibility to be aware of their registration status.**

Please note the following dates:

Session Date & Deadlines	Session A (7 Week Session) Aug 20 – Oct. 9, 2015	Session B (7.5 Week Session) Oct 14 – Dec 4, 2015	Session C (15 Week Session) Aug 20 – Dec 4, 2015 (Final Exams Dec 7 -12, 2015)
Classes Begin	August 20, 2015	October 14, 2015	August 20, 2015
Drop/Add Deadline (w/out College approval)	August 21, 2015	October 15, 2015	August 26, 2015
Tuition & Fees 100% Refund Deadline	TBD	TBD	TBD
Labor Day Holiday Observed – University Closed	September 7, 2015		
University 21st Day	September 9, 2015	November 3, 2015	September 9, 2015
Course Withdrawal Deadline	September 9, 2015	November 3, 2015	November 4, 2015
Complete Session Withdrawal Deadline	October 9, 2015	December 4, 2015	December 4, 2015
Veteran's Day Observed – University Closed	November 11, 2013		
Thanksgiving Observed – University Closed	November 26 – 27, 2015		
Deadline to Apply for Graduation	October 1, 2015		
Classes End/Last Day to Process transactions	October 9, 2015	December 4, 2015	December 4, 2015
Final Exams	Last day of classes	Last day of classes	Last day of classes
Final Grades Due	October 12, 2015	Dec 7 – 14, 2015	Dec 7 – 14, 2015
Degree Conferral Date	December 14, 2015		

Any withdrawal transaction must be completed by the deadline date in accordance to the appropriate session at the registrar's office. If not, you will still be officially enrolled and you will receive a grade based on your work completed.

*As part of a complete session withdrawal a student must withdraw from all classes in a session. Beginning the first day of classes, undergraduate students are required to work with a Student Retention Coordinator to facilitate the withdrawal process. Please refer to http://students.asu.edu/StudentRetention

For additional information about ASU's withdrawal policy and the possible consequences of withdrawing from a class, contact Registration Services or your academic counselor.

Students are responsible for their registration status!

The Grade of Incomplete: A grade of incomplete will be awarded only in the event that a documented emergency or illness prevents a student who is doing acceptable work from completing a small percentage of the course requirements at the end of the semester. The guidelines in the current general ASU catalog regarding a grade of incomplete will be strictly followed. **A grade of incomplete will NOT be awarded unless there is documented evidence of extreme personal or immediate family hardship.** Changes in work hours, child-care emergencies, or other similar personal problems will not be approved as reasons for awarding incompletes. The Director of the School of Mathematical and Natural Sciences must approve all incomplete grade requests.

Reasonable Accommodations for Students with Disabilities: The Disability Resource Center (DRC) provides information and services to students with any documented disability who are attending ASU West. Individualized program strategies and recommendations are available for each student as well as current information regarding community resources. Students also may have access to specialized equipment and supportive services and should contact the instructor for accommodations that are necessary for course completion.

Academic Integrity and Code of Conduct:
As defined in the *ASU Student Academic Integrity Policy*: http://provost.asu.edu/academicintegrity.

Each student has an obligation to act with honesty and integrity, and to respect the rights of others in carrying out all academic assignments. A student may be found to have violated this obligation and to have engaged in academic dishonesty if during or in connection with any academic evaluation, he or she:

- Engages in any form of academic deceit;
- Refers to materials or sources or employs devices (e.g., audio recorders, crib sheets, calculators, solution manuals, or commercial research services) not authorized by the instructor for use during the academic evaluation;
- Possesses, buys, sells, obtains, or uses, without appropriate authorization, a copy of any materials intended to be used for academic evaluation in advance of its administration;
- Acts as a substitute for another person in any academic evaluation;
- Uses a substitute in any academic evaluation;
- Depends on the aid of others to the extent that the work is not representative of the student's abilities, knowing or having good reason to believe that this aid is not authorized by the instructor;
- Provides inappropriate aid to another person, knowing or having good reason to believe the aid is not authorized by the instructor;
- Engages in plagiarism;
- Permits his or her work to be submitted by another person without the instructor's authorization; or
- Attempts to influence or change any academic evaluation or record for reasons having no relevance to class achievement.

FOR 105 follows the ASU Academic Integrity Policy in the administration of all course examinations and assignments. Violations of the University Academic Integrity policy will not be ignored. Penalties include reduced or no credit for submitted work, a failing grade in the class, a note on your official transcript that shows you were punished for cheating, suspension, expulsion and revocation of already awarded degrees. The university requires that the implementation of any of these penalties for violations of the academic integrity policy be reported to the Dean's office. The Integrity Policy defines the process to be used if the student wishes to appeal this action.

In FOR 105 you are expected to follow the *ASU Student Code of Conduct* (http://students.asu.edu/srr/code) especially when communicating with your peers, instructors, and teaching assistants. Violations of the student code of conduct may result in withdrawal from the class.

Final Exam Make-up Policy: The final exam schedule listed in the Schedule of Classes will be strictly followed. Exceptions to the schedule and requests for make-up examinations can be granted only by the director of the School of Mathematical and Natural Sciences for one of the following reasons:

1) religious observances
2) the student has more than three exams scheduled on the same day
3) two finals are scheduled to occur at the same time

Make-up exams will **NOT** be given for reasons of non refundable airline tickets, vacation plans, work schedules, weddings, family reunions, or other such activities. Students should consult the final exam schedule before making end-of-semester travel plans.

If there is a last-minute personal or medical emergency, the student may receive a grade of Incomplete and makeup the final within one calendar month. The student must provide written documentation and be passing the class at the time to receive an Incomplete. A signed "Request for Grade of Incomplete" must be submitted by the student and approved by the student's instructor and the Director of the School of Mathematical and Natural Sciences.
The instructor reserves the right to make changes to this syllabus as needed.

If you find it necessary to leave a note for this instructor, please contact the administrative reception desk of the School of Mathematical and Natural Sciences located at FAB North Level 1 room N101-1.

Policy against Threatening Behavior:
In the classroom and out students are required to conduct themselves in a manner that promotes an environment that is safe and conducive to learning and conducting other university-related business. All incidents and allegations of violent or threatening conduct by an ASU student will be reported to the ASU Police Department (ASU PD) and the Office of the Dean of Students. Such incidents will be dealt with in accordance with the policies and procedures described in Section 104-02 of the Student Services Manual (http://www.asu.edu/aad/manuals/ssm/ssm104-02.html).

Potentially Offensive Content:
This course will discuss scientific evidence related to criminal activities as commonly seen in a forensic crime laboratory. Some evidence, photos, and discussion topics will cover violent and disturbing material. The content presented is not meant to be offensive, but rather meant for educational and demonstrative purposes.

If you find any of the content of his class offensive, please bring your concerns to the instructor immediately.

Power Outage:
In the event of a campus power outage or other event affecting the ability of the University to deliver classes, any decision to cancel classes will be announced using the ASU emergency notification system. For this reason, it is imperative that students register with the ASU emergency notification system at: https://cfo.asu.edu/emergency-alert. In cases in which a limited number of buildings are affected, students should check the university website and/or call the School office at (602) 543-6050.

Emergency Evacuation Plan:
Students should be aware of the evacuation route posted on the exit door of each classroom. Students who cannot walk down stairs should notify the instructor as early in the course as possible so the instructor can provide information regarding the location of the designated meeting area on each upper floor of the building (marked with a blue sign that states Emergency Evacuation Response Area).

Lecture and Laboratory Schedule (subject to change):

Lecture	Topic	Laboratory
Week 1	Welcome	***No Lab***
	Introduction	
Week 2	Securing & Searching the Crime Scene	*Introduction -*
	Recording the Crime Scene	*Lab Safety*
Week 3	Collecting Crime Scene Evidence	***Quiz #1***
	Quiz #1	*Crime Scene Basics*
Week 4	Physical Evidence 1	***Quiz #2***
	Physical Evidence 2	*Physical Evidence Analysis*
Week 5	Fingerprints	***Quiz #3***
	Crime Scene Reconstruction	*Fingerprints: Development and Comparison*
Week 6	Firearms	***Quiz #4***
	Tool Marks & Impressions	*Ballistics in Forensic Firearm Analysis*
Week 7	**Quiz #2**	***Quiz #5***
Week 8	Trace Evidence: Hair & Fiber Analysis	***Quiz #6***
	Trace Evidence: Paint, Glass & Soil	*Impression Evidence*
Week 9	Midterm Review	***Quiz #7***
	MIDTERM EXAM	*Trace*
Week 10	Guest Speaker – Criminalist, Investigator or Forensic Scientist	***Quiz #8***
	Forensic Fire & Explosion Investigation	*Forensic Chemistry- residue analysis*
Week 11	Arson	***Quiz #9***
	Document Examination	*Forensic Document Examination*
Week 12	**Quiz #3**	***Quiz #10***
	Computer Forensics	*Digital Forensics*
Week 13	Mobile Device Forensics	***No Quiz!***
	Crime Scene Revisited	*Crime Scene/ Lab Practical*
Week 14	**Quiz #4**	
	Introduction to Forensic Biology 1	*In Lab Work Day Evidence Analysis*
Week 15	Introduction to Forensic Biology 2	*****LAB FINAL***
	Review for Final Exam	***Presentations***
Finals Week	**FINAL EXAM**	**Time to be determined**

BRIEF CONTENTS