I. Course Information
Course Title & number: Crime Scene Photography
Format of the course: Face-to-face
Course location: UCR Extension classroom
Course start and end dates:
Number of Units and hours: 3 Units - 30 hours

II. Instructor Contact Information
Name: Steven B. Staggs
Email address: steve@crimesceneresources.com
Department phone number: 951-244-2778
Fax number: 951-244-0098
Website or weblog: http://www.crime-scene-investigator.net/unexclass.html
Response time via email: 24 hours or less

III. Course Description and Purpose
Learning outcomes and course objectives

Upon completing this course, students should be able to:

1 . Operate digital SLR cameras and accessories
2. Take technical photographs
3. Take flash and available light photographs
4. Photograph crime scenes
5. Photograph evidence

Instructional methods

Lecture, discussions, demonstrations and practical exercises.

Assignments

Quiz #1	Technical photography, Flash and Night photography	10 points
Quiz #2	Crime scene photography	10 points
Quiz #3	Evidence photography	10 points
Exercise #1	Technical photography	15 points
Exercise #2	Flash and Night photography	15 points
Exercise #3	Crime scene photography	20 points
Exercise #4	Evidence photography	20 points

IV. Course Prerequisites
None

V. Required course materials
Staggs, Steven Staggs, 2014. Crime Scene and Evidence Photography, 2nd Edition, Staggs Publishing, ISBN 978-1-933373-07-2

VI. Course Organization
Organized by Topic
- Technical Photography
- Flash and Night Photography
- Crime Scene Photography
  - Purpose of Crime Scene Photography
  - Admissibility of Photographic Evidence
- General Crime Scene Photography
  - Taking overview photographs
  - Photographs to record items of evidence
- Photographing Specific Crime Scenes
  - Homicide
  - Suicide, other dead body calls
  - Assaults, injuries
  - Burglaries
- Photographing Evidence
  - Basic Principles
  - Close up photography
  - Fingerprints
  - Impressions
  - Bloodstain photography
  - ALS Photography
  - Toolmarks
  - Serial numbers
  - Small items, copying, etc.
  - Bullet trajectory photography
- Digital photography
  - Enhancement of digital images

VII. Course Attendance / Participation

Students are required to submit a notebook containing the photographs required in three exercises.

VIII. Grading Policy and Grade Scale

Students have an opportunity to make up missed quizzes.

Letter Grade	Percent Grade	4.0 Scale		Letter Grade	Percent Grade	4.0 Scale
A+	97-100	4.0		C+	77-79	2.3
A	93-96	4.0		C	73-76	2.0
A-	90-92	3.7		C-	70-72	1.7
B+	87-89	3.3		D+	67-69	1.3
B	83-86	3.0		D	65-66	1.0
B-	80-82	2.7		F	Below 65	0.0

For Extension grading policies and information about Incomplete grades go to:
http://www.extension.ucr.edu/resources/resource/Grades_and_Grade_Appeal_and_Satisfactory_Academic_Progress

Course Evaluation
All students will receive an email prompting them to complete an anonymous course evaluation. Students have a limited amount of time to respond to the evaluation survey. UCR Extension strongly encourages all students to complete the course evaluation promptly after receiving the email. Student feedback is very valuable. The information collected is used to evaluate course effectiveness and instructor performance. As well, the information aids Extension in determining future course offerings and provides Extension with a mechanism to better serve students.

IX. Student Email Accounts
Your email account is an important tool for your participation this course. Make sure that your mailbox has enough room to accept messages and attachments. If you are using an email account provided by your employer, check to see that your account can receive email from outside your local network. School districts frequently reject emails from our server because of filtering software and many students never receive course announcements or other materials. Additionally, do not use an automated responder with the email account you are using with your course. If you have concerns about getting unwanted emails because your email account is visible to others in your course, set up an account specifically for your online course using a free service (Google, Yahoo, Hotmail).

X. Plagiarism
All written work must be the product of the student submitting the work. While students may be permitted by the instructor to work together on in-class assignments, all work done outside the classroom must be done by the student without collaboration or sharing with other students or non-students. Credit must be given for any material used which is not created by the student, including images. If a student is determined to have violated this policy, he/she will receive a zero for the assignment and be reported to the Program Director. A second finding of plagiarism or cheating will result in the student being withdrawn from the course by the instructor and reported to the Registrar.

Academic Integrity at UCR --
http://conduct.ucr.edu/policies/academicintegrity.html

UCR Policy on Plagiarism and Academic Integrity--
http://senate.ucr.edu/bylaws/?action=read_bylaws&code=app&section=06%20)