



Northwood  
Technical College

# Experiential Learning Portfolio for 10504173 Criminal Justice Investigations

## Student Contact Information:

Name: \_\_\_\_\_ Student ID# \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

*It is required that you speak with the Academic Dean or instructor who teaches this course prior to completing a portfolio.*

## Directions

Consider your prior work, military, volunteer, education, training and/or other life experiences as they relate to each competency and its learning objectives. Courses with competencies that include speeches, oral presentations, or skill demonstrations may require scheduling face-to-face sessions. You can complete all of your work within this document using the same font, following the template format.

1. Complete the Student Contact Information at the top of this page.
2. Write an Introduction to the portfolio. Briefly introduce yourself to the reviewer summarizing your experiences related to this course and your future goals.
3. Complete each "Describe your learning and experience with this competency" section in the space below each competency and its criteria and learning objectives. Focus on the following:
  - What did you learn?
  - How did you learn through your experience?
  - How has that learning impacted your work and/or life?
4. Compile all required and any suggested artifacts (documents and other products that demonstrate learning).
  - Label artifacts as noted in the competency
  - Scan paper artifacts
  - Provide links to video artifacts
  - Attach all artifacts to the end of the portfolio
5. Write a Conclusion for your portfolio. Briefly summarize how you have met the competencies.
6. Proofread. Overall appearance, organization, spelling, and grammar will be considered in the review of the portfolio.
7. Complete the Learning Source Table. Provide additional information on the business and industry, military, and/or volunteer experiences, training, and/or education or other prior learning you mentioned in your narrative for each competency on the Learning Source Table at the end of the portfolio. Complete this table as completely and accurately as possible.

The portfolio review process will begin when your completed portfolio and Credit for Prior Learning Form are submitted and nonrefundable processing fees are paid to your local Credit for Prior Learning contact. Contact Student Services for additional information.

Your portfolio will usually be evaluated within two weeks during the academic year; summer months may be an exception. You will receive an e-mail notification regarding the outcome of the portfolio review from the Credit for Prior Learning contact. NOTE: Submission of a portfolio does not guarantee that credit will be awarded.

You have 6 weeks to appeal any academic decision. See your student handbook for the complete process to appeal.

**To receive credit for this course, you must receive “Met” on 6 of the 8 competencies.**

**10504173 Criminal Justice investigations, 3 Associate Degree Credits**

**Course Description:** Gain general knowledge of investigative strategies and techniques. Learn basic information on identifying, processing and preserving various types of evidence, and processing crime scenes. Interview and interrogation techniques will be practiced within legal guidelines of Miranda.

**Introduction:** Briefly introduce yourself to the reviewer summarizing your experiences related to this course and your future goals.

**Competency 1: Apply appropriate strategies to locate, handle, and package evidence**

Criteria: Performance will be satisfactory when:

- you describe how to take control of the scene on arrival
- you describe how to mark evidence location on diagram / sketch
- you describe how to ensure that the evidence or container is initialed by the investigator collecting the evidence
- you describe how to seal all evidence containers at the crime scene
- you describe the importance of not handling items excessively
- you describe how to use proper packaging for different types of evidence
- you describe the importance of always wear gloves
- you describe the importance of allowing wet or damp evidence to dry before sealing
- you describe how to identify possible areas containing latent prints
- you describe the importance of avoiding touching areas that might contain latent prints
- you describe the importance of avoiding writing or marking on surfaces that might contain latent prints
- you describe the importance of using a pencil for marking porous items
- you describe the importance of avoiding taping or sticking labels on the surfaces to be processed for latent prints
- you describe how to maintain a chain of custody form
- you describe how to properly label evidence

Learning Objectives:

- a. Describe types of evidence collected at a crime scene
- b. Explain the collection and preservation process of evidentiary items
- c. Explain the chain of custody
- d. Demonstrate a crime scene search during simulation
- e. Demonstrate handling and packaging evidentiary items

**Required Artifacts: None**

**Suggested Artifacts: Crime Scene Sketch, Evidence Log, Video of you demonstrating crime scene processing**

**Describe your learning and experience with this competency:**

**Met/ Not Met Evaluator Feedback:**

**Competency 2: Apply the steps for processing crime scenes**

Criteria: Performance will be satisfactory when:

- you describe how to evaluate current legal ramifications of crime scene searches
- you describe how to discuss the upcoming search with personnel
- you describe how to select, when feasible, person-in-charge prior to arriving on scene
- you describe how to control the scene and keep out unauthorized persons
- you describe how to make a careful approach of the scene
- you describe how to secure and protect the scene
- you describe how to initiate a preliminary survey
- you describe how to conduct a final survey
- you describe how to release the scene only after the final survey

Learning Objectives:

- a. Explain the steps within the RESPOND model as relating to a criminal investigation
- b. Demonstrate management of a crime scene

**Required Artifacts: None**

**Suggested Artifacts: None**

**Describe your learning and experience with this competency:**

**Met/ Not Met Evaluator Feedback:**

**Competency 3: Analyze investigative strategies and techniques for a domestic incident**

Criteria: Performance will be satisfactory when:

- you define domestic abuse and the elements requiring arrest according to Wis. Stats. 968.075
- you describe the characteristics of victims
- you describe the offender/victim relationship including information on elder abuse, implications for child abuse, and same sex relationships
- you describe barriers to leaving
- you describe how leaving the relationship does not mean safety for the victim(s)
- you describe offender thinking patterns
- you describe the power differential and its effect on the offender/victim relationship including a discussion on recantation
- you explain legal terminology such as "No Contact"
- you describe restraining orders and injunctions
- you describe the procedures for a domestic incident
- you describe the procedures for a domestic incident

Learning Objectives:

- a. Define domestic abuse and the elements requiring arrest (Wis. Stat. 968.075)
- b. Explain the unique offender/victim relationship in domestic violence situations
- c. Describe the power differential and its effect on the offender/victim relationship
- d. Describe the procedures to investigate a domestic incident
- e. Complete documentation for domestic incidents

**Required Artifacts: None**

**Suggested Artifacts: None**

**Describe your learning and experience with this competency:**

**Met/ Not Met Evaluator Feedback:**

**Competency 4: Demonstrate investigative strategies and techniques for a sudden death**

Criteria: Performance will be satisfactory when:

- you describe how to determine whether a crime was committed
- you describe how to properly identify, collect, and preserve evidence
- you describe the procedures for a death investigation
- report includes a description of the situation and scene of the death
- report includes a sketch of the scene
- report identifies the next steps

Learning Objectives:

- a. Describe the factors required to determine whether a crime was committed (where is victim, is death accidental, natural causes, or intentional)
- b. Describe the unique physical evidence in crimes against life (victim as physical evidence, method, means, manner)
- c. Describe the appropriate procedures for death investigation (the roles of law enforcement, coroner, scene management and release, autopsy, death notification)
- d. Complete documentation for sudden death

**Required Artifacts: Death Investigation Report**

**Suggested Artifacts: None**

**Describe your learning and experience with this competency:**

**Met/ Not Met Evaluator Feedback:**

### **Competency 5: Demonstrate investigative strategies and techniques for a sexual assault**

Criteria: Performance will be satisfactory when:

- you describe the elements of First Degree Sexual Assault (Wis. Stats. 940.225(1))
- you describe the elements of Second Degree Sexual Assault (Wis. Stats. 940.225(2))
- you describe the elements of Third Degree Sexual Assault (Wis. Stats. 940.225(3))
- you describe the elements of Fourth Degree Sexual Assault (Wis. Stats. 940.225(3m))
- you define "consent" (Wis. Stats. 940.225(4))
- you describe that neither marriage nor death prevents Wis. Stats. 940.225 from being applied to an offender (Wis. Stats. 940.225(6-7))
- you describe how to make initial contact and assess the individual's needs
- you describe the importance of using a friendly and professional tone
- you describe the importance of gathering complete information
- you describe the importance of using both open-ended, specific and follow-up questions
- you make a determination of victimization based upon elements of 1st, 2nd, 3rd, and 4th degree sexual assault
- you describe the importance of complying with Chapter 950 requirements for the victim
- you describe the importance of complying with and apply all procedures to protect the viability of the evidence
- you describe the importance of addressing specific victim traumatization needs with a referral to Rape Crisis or other entity that provides support
- you describe the importance of addressing investigative needs by contacting SANE or other medical professionals in the pursuit of evidence
- you describe the importance of evaluating the testimonial evidence against the physical evidence
- you describe the importance of analyzing all the evidence towards corroboration of the victim's statement and the prosecution of the case
- you describe the importance of making inquiries of Probation and Parole, Registered Sex Offender database, the FBI Behavioral Unit or other agencies that may assist in investigation
- you describe the appropriate documentation for sexual assault

Learning Objectives:

- a. Define sexual abuse and the elements requiring arrest (940.225)
- b. Describe unique dynamics of sensitive crime victimization (include date rape and statutory rape situations, other victim/offender relationships)
- c. Identify the unique obstacles to interviewing a sexual assault victim (includes victimization issues as well as rape drugs or AODA issues)
- d. Demonstrate appropriate interviewing techniques for sexual assault victims
- e. Identify what physical evidence should be collected and what limitations exist on physical evidence collection
- f. Explain the implementation of the forensic medical exam and the proper use of the sexual assault evidence kit (for victims and suspects)
- g. Describe importance of corroborative statements
- h. Complete documentation for sexual assault crimes

**Required Artifacts: None**

**Suggested Artifacts: None**

**Describe your learning and experience with this competency:**

**Met/ Not Met Evaluator Feedback:**



**Competency 6: Demonstrate investigative strategies and techniques for crimes against property and persons**

Criteria: Performance will be satisfactory when:

- you describe the elements of the crime in WI State Statute section 940 crimes against life and bodily security and/or WI State Statute section 943 943 crimes against property
- you identify victim(s), offender(s), witness(es), complainant(s), and reporting party(ies)
- you identify evidence
- you describe how to follow the RESPOND model
- you describe appropriate documentation

Learning Objectives:

- a. Identify the elements of a crimes against property and persons
- b. Differentiate between the roles in crimes against property and persons (owner, victim, complainant, suspect, witnesses, etc.)
- c. Process scenes for crimes against persons and property
- d. Adapt the RESPOND model for crimes against property and persons
- e. Complete documentation for crimes against property and persons

**Required Artifacts: None**

**Suggested Artifacts: None**

**Describe your learning and experience with this competency:**

**Met/ Not Met Evaluator Feedback:**

**Competency 7: Demonstrate interviewing techniques**

Criteria: Performance will be satisfactory when:

- you precede the interview with introductions and identification
- you make initial contact and assess the victim's needs
- you determine the individual was victimized
- you are polite and professional
- you use a friendly tone
- you show empathy
- you comply with Chapter 950
- you provide information about victim rights
- you locate culturally appropriate resources for assistance (to accommodate language barriers and to address special needs for victims with disabilities, special needs, diminished capacity, mental illness or cultural dissimilarities)
- you gather complete information
- you use open-ended , specific and follow-up questions
- you educate the victim on reducing the likelihood of re-victimization
- you complete any necessary documentation

Learning Objectives:

- a. Examine laws related to interviewing
- b. Demonstrate strategies for interviewing victims
- c. Demonstrate strategies for interviewing witnesses
- d. Complete documentation for interviewing

**Required Artifacts: A video of you demonstrating interviewing a victim**

**Suggested Artifacts: Interviewing workshop/class certificate**

**Describe your learning and experience with this competency:**

**Met/ Not Met Evaluator Feedback:**

**Competency 8: Demonstrate interrogation techniques**

Criteria: Performance will be satisfactory when:

- you demonstrate appropriate use of Miranda
- you are polite and professional
- you maintain an unbiased, objective demeanor
- you ask open-ended questions
- you ask follow-up questions
- you utilize interrogation strategy(ies)
- you complete necessary documentation
- you inform the suspect of the next step of the process
- you complete any necessary documentation

Learning Objectives:

- a. Examine laws related to interrogation
- b. Demonstrate strategies for interrogating suspects
- c. Complete documentation for interrogation

**Required Artifacts: A video of you demonstrating interrogating a suspect**

**Suggested Artifacts: Interrogation workshop/class certificate**

**Describe your learning and experience with this competency:**

**Met/ Not Met Evaluator Feedback:**

