

# Survey of Forensic Science (FOSC 1101)

CRN 29770, Section 90, 3.0 credit hours

Spring 2025 | Online

- Instructor: Dr. Andrea Allen
- Email: [AndreaNAllen@clayton.edu](mailto:AndreaNAllen@clayton.edu)
- Phone: 678-466-4606
- Office: Clayton Hall, T-218
- Office hrs: online
- Course Website in D2L: <https://clayton.view.usg.edu/d2l/home/3242572>

## Course Description

This course presents a survey of the field of forensic science. Topics will cover the various forensic techniques used in criminal investigations. Case studies will be presented.

## Course Learning Objectives

- Identify different types of forensic evidence
- Annotate forensic science research
- Develop observational skills to recognize potential forensic evidence in everyday environments
- Compare different methods of analyzing specific types of forensic science evidence
- Utilize AI-assisted research techniques to gather information about forensic analysis methods

## Computer Skill Prerequisites

- Able to use the Windows<sup>TM</sup> operating system
- Able to use Microsoft Word<sup>TM</sup> word processing
- Able to send and receive e-mail using Outlook<sup>TM</sup>

Only use your CSU e-mail account or the e-mail system included in D2L to communicate academic information to your instructor.

- Able to attach and retrieve attached files via email
- Able to use a Web browser.

## Computer/Technology Requirements

Each CSU student is required to have “on demand access” throughout the semester to “an appropriate computing device” that meets faculty-approved hardware and software requirements for the student's academic program. Students will be required to sign a statement attesting to such access. For further information on CSU's Computer Devices Policy, see the [Academic Catalog and Student Handbook](#).

## Technical Support

If you have technical problems, you need to visit [The Hub](#) or call them at (678)466-4357 (HELP). Technical problems with your computer (or other devices), internet, and D2L are not an excuse for missing or late work.

## Computer Use in This Course

A computer with secure, reliable and preferably high-speed internet connections will be required to access course materials, submit assignments and take assessments in Brightspace Desire2Learn (**D2L**). Computers also will be required to communicate with your instructor via email and participate in discussions in **Microsoft Teams**.

### Brightspace Desire2Learn (Online Classroom):

On-line activity will take place in Brightspace Desire2Learn (**D2L**), the virtual classroom for the course, and in Microsoft Teams. Posting of your work in D2L is a course requirement.

You can gain access to D2L, by signing on to the SWAN portal. New students, or those who would like a refresh on Brightspace (**D2L**) features, can review the [D2L Video Tutorials - For Students](#)

For instructions on joining a Microsoft Teams meeting, see [this brief introduction](#)

If you experience any difficulties in Desire2Learn or Microsoft Teams, please email or call The HUB at [TheHub@clayton.edu](mailto:TheHub@clayton.edu) or (678) 466-HELP. You will need to provide the date and time of the problem, your SWAN username, the name of the course that you are attempting to access or Teams meeting, and your instructor's name.

## Assignments

There are two kinds of assignments in the course: Annotation and Forensics in the Wild. Refer to those pages for details.

## Grading

- Annotations — 50%
- Forensics in the Wild — 50%

Grading Scale (based on percent):

- A — 90-100
- B — 80-89.9
- C — 70-79.9
- D — 60-69.9
- F — 59.9 or less

## Feedback

You will be given individual feedback on your assignments. You can expect to receive feedback and a grade on your assignments within one week of their due date. You should review this feedback upon grading so that you might improve in subsequent assignments. You should also review the feedback given to you before

emailing to ask about your grade. If you email to inquire about your grade without first viewing the feedback, I will not respond. To view your graded feedback, go to the Grades page in D2L. Feedback directed at the class will appear next to the assignment. Individualized feedback is obtained by clicking on “Assessment Details.”

## Late Work Policy

This online course is asynchronous, but you must complete assignments by the specified due date. Because the course does not require your physical presence, late submissions will only be accepted in extreme circumstances (e.g., death in the family, hospitalization, etc.) and when documentation can be provided. Also, if you have what I deem an excusable absence, it must be brought to my attention within 24 hours of the problem’s occurrence; otherwise, I will not allow an extension. I highly recommend you complete each week’s work at the beginning of the week, not wait until the end. **Note that “technology problems” will not be accepted as an excuse for late work.** Please make sure that you have submitted all weekly assignments by the deadline, otherwise your work will be considered late and given a zero.

## University Attendance Policy

Students are expected to attend and participate in every class meeting. Instructors establish specific policies relating to absences in their courses and communicate these policies to the students through the course syllabi. Individual instructors, based upon the nature of the course, determine what effect excused and unexcused absences have in determining grades and upon students’ ability to remain enrolled in their courses. The university reserves the right to determine that excessive absences, whether justified or not, are sufficient cause for institutional withdrawals or failing grades.

## Course Attendance Policy

Students are expected to access the online course materials and complete the assignments. Course tracking can be used to assess the amount of “attendance” in an online course. You should log in the course every day to ensure your timely completion of work.

## No Show Policy

It is imperative that students have a successful start of each semester by attending class during the first week and no later than the second week of the semester. A registered student who does not complete a course assignment by **4 pm January 23** will be reported a “no show.” The consequences of being reported as a no show are significant: the student will be dropped from the class and may suffer significant financial hardship.

In order for students enrolled in this course to avoid being a “no show,” the completion of an assignment will be required before the no show reporting period has ended. Simply logging into this course in **D2L** will NOT be considered online attendance.

## General Policy

Students must abide by policies in the Clayton State University Student Handbook, and the [Basic Undergraduate Student Responsibilities](#). The Student Handbook is part of the [Academic Catalog and Student Handbook](#).

# Student Conduct

Behavior which disrupts the teaching–learning process during class activities will not be tolerated. While a variety of behaviors can be disruptive in a classroom setting, more serious examples include belligerent, abusive, profane, and/or threatening behavior. A student who fails to respond to reasonable faculty direction regarding classroom behavior and/or behavior while participating in classroom activities may be dismissed from class. A student who is dismissed is entitled to due process and will be afforded such rights as soon as possible following dismissal. If found in violation, a student may be administratively withdrawn and may receive a grade of WF.

More detailed descriptions of examples of disruptive behavior are provided in the Code of Conduct and Disciplinary Procedures sections of the Clayton State University [Academic Catalog and Student Handbook](#).

## Online Etiquette (Netiquette)

Discussion, chat, and e-mail spaces within this course are for class purposes only, unless otherwise stated. Please remember to conduct yourself collegially and professionally. Unlike in the classroom setting, what you say in the online environment is documented and not easily erased or forgotten.

## Weapons on Campus

Clayton State University is committed to providing a safe environment for our students, faculty, staff, and visitors. Information on laws and policies regulating weapons on campus is available [here](#).

## Communication Policy

If you need to contact me, email at [AndreaNAllen@clayton.edu](mailto:AndreaNAllen@clayton.edu). Do not send messages in D2L; I won't read them.

When emailing me, you must do the following or **I will not reply**:

- Email at [AndreaNAllen@clayton.edu](mailto:AndreaNAllen@clayton.edu)
- Include your complete name and the course name (unless you message me from Remind)
- Only send emails from your CSU email account.
- Not ask me something answered in the syllabus or assignment pages
- Ask a clear question
- Not ask me for grade concessions (including but not to adding points, rounding, offering extra credit)

If I do not respond to your message, look to see whether it did all of the above. If it did but I didn't reply within 48 hours, please resend your original message. Note, for messages sent during the week, you can expect a response from me within 24 hours. Messages sent after 5pm on Friday may not be answered until Monday.

## Academic Dishonesty

As members of the academic community, students are expected to recognize and uphold standards of intellectual and academic integrity. The university assumes as a basic and minimum standard of conduct in academic matters that students be honest and that they submit for credit only the products of their own efforts. Both the ideals of scholarship and the need for fairness require that all dishonest work be rejected as a basis for academic credit. They also require that students refrain from any and all forms of

dishonorable or unethical conduct related to their academic work. The policy represents a core value of the university and all members of the university community are responsible for abiding by its tenets. Lack of knowledge of this policy is not an acceptable defense to any charge of academic dishonesty. All members of the academic community — students, faculty, and staff — are expected to report violations of these standards of academic conduct to the appropriate authorities. The procedures for such reporting are on file in the offices of the deans of each college, the office of the Dean of Students, and the Office of the Provost.

In an effort to foster an environment of academic integrity and to prevent academic dishonesty, students are expected to discuss with faculty the expectations regarding course assignments and standards of conduct. Students are encouraged to discuss freely with faculty, academic advisers, and other members of the university community any questions pertaining to the provisions of this policy. In addition, students are encouraged to avail themselves of programs in establishing personal standards and ethics offered through the University's Counseling Center.

<https://catalog.clayton.edu/student-handbook/student-policies/academic-honesty/>

## Plagiarism Detection Software

Students agree that by taking this course all required papers may be subject to submission for textual similarity review to Turnitin.com for the detection of plagiarism. All submitted papers will be included as source documents in the Turnitin.com reference database solely for the purpose of detecting plagiarism of such papers. You should submit your papers in such a way that no identifying information about you is included.

## Disability Statement

Disability Services Statement: Individuals with disabilities who need to request accommodations should contact the Disability Resource Center, Edgewater Hall, Suite 255; 678-466-5445;

[DisabilityResourceCenter@clayton.edu](mailto:DisabilityResourceCenter@clayton.edu)

## Midterm Progress Report

The midterm grade in this course reflects approximately 30% of the entire course grade. Based on this grade, students may choose to withdraw from the course and receive a grade of "W." Students pursuing this option must fill out an official withdrawal form, available in the Office of the Registrar. [Instructions for withdrawing are provided at this link](#). **The last day to withdraw without academic accountability is March 4, 2025.**

## Center for Academic Success

The Center for Academic Success (CAS) provides personalized one-on-one peer and professional staff tutoring in over 100 core subjects. The Center is located in Edgewater Hall Suite 276. The CAS also offers moderated study groups, informal study sessions, a comfortable study environment, a student study lounge, *and it's all free!* Use the CAS if you need help; become a tutor if you don't. For more information you can e-mail the center at [thecas@clayton.edu](mailto:thecas@clayton.edu)

## Personal/Emotional Concerns

Students may experience stressors that can impact both their academic experience and their personal well-being. These may include academic pressure and challenges associated with relationships, mental health, alcohol or other drugs, identities, finances, etc.

If you are experiencing concerns, seeking help is a courageous thing to do for yourself and those who care about you. For personal concerns, CSU offers counseling services at no charge to you. You can schedule those services by calling 678-466-4940 or visiting the Health and Wellness Center located in Laker Village, Building 1000 (vehicular entrance off Harper Drive through Gate 5).

## **Health and Safety Statement**

Clayton State University is committed to providing and promoting a healthy and safe learning environment. Anyone who is feeling ill should refrain from coming to campus and should determine if a visit to a physician or clinic is necessary. Individuals on campus who choose to wear a face mask are free to do so at any time.