**https://fbcdn-profile-a.akamaihd.net/hprofile-ak-ash2/v/t1.0-1/c4.4.52.52/p60x60/46429_465192413517112_1706883641_n.jpg?oh=7a179246432f012778f029a5da7f6b55&oe=56107985&__gda__=1447506189_2b46cf01491efbe1bdd9d084161a4c15Rockdale Career Academy**

Forensics Course Syllabus

Teacher Ms. Carly Mataragas Room # 2.413

|  |  |
| --- | --- |
| Email Address\* | [cmataragas@rockdale.k12.ga.us](mailto:cmataragas@rockdale.k12.ga.us)  *Note: I will respond to emails within two (2) business days* |
| Phone Number | (770) 388-5677 x 31513 *Note: I will respond to calls within two (2) business days* |
| Teacher Support | Help sessions are available from 4:30-5:30 Tuesday & Wednesday\* \* *Subject to traffic* |

### \**primary method of communication*

### Course Description

### This course is a rigorous approach to a study of crime scene investigation. Emphasis is placed on crime scene detection, fingerprints, blood, impressions, hair/fiber, DNA, handwriting, ballistics, toxicology, and death.

### Course Curriculum

The entire list for each of the following curriculum strands in this course can be accessed through the Georgia Department of Education standards website at [www.georgiastandards.org](http://www.georgiastandards.org).

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| --- | --- |
| **MAJOR CONCEPTS** | **CONCEPTS/SKILLS TO MAINTAIN** |
| 1. History of Forensics 2. DNA, Serology, and Blood 3. Drugs and Toxicology 4. Fingerprints and Ridgeology 5. Tire Tracks and Soil 6. Ballistics and Glass 7. Hair and Fibers 8. Death Investigation 9. Handwriting, Document Analysis, and Digital Evidence | 1. Characteristics of Science 2. Record investigations clearly and accurately 3. Use scientific tools 4. Organize data into & interpret graphs, tables and charts 5. Use proper units 6. Analyze scientific data via calculations and inference 7. Recognize the importance of explaining data with precision and accuracy 8. Use safety techniques |

### Instructional Software and Supplies

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| **Instructional Software** | **Instructional Supplies** |
| 1. itsLearning – our primary platform where documents are uploaded, and links are provided for materials and our class sessions; accessible by ClassLink 2. Microsoft Teams Meeting – this will be used for tutorials; the link will be provided on itsLearning | 1. Large spiral notebook/3-ring binder 2. Scientific Calculator (TI-30X or TI-30XS suggested) 3. Pens and Pencils |

**Evaluation and Grading**

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| **Assignment Structure** | **Grading Scale** |
| Progressive Assessments:  Classwork  Homework  Quizzes  Laboratory Reports  Summative Assessments:  Unit Tests  DBQ (Document Based Question writing assignment)  Projects | A: 90 and above  B: 80 – 89  C: 70 – 79 F: 69 or below |

**Other Information**

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| **Expectations for Academic Success** | **Additional Requirements/Resources** |
| 1. Review notes daily 2. Ask questions for understanding 3. Participate constructively and safely in lab and in class 4. Proofread written assignments and edit meaningfully 5. Review multiple sources of information 6. Study and challenge yourself to improve daily | * Signed Forensics Syllabus * Signed Flinn Scientific Safety Contract * Tutoring Available * Provided notes/resources (ItsLearning) * Lab Safety Procedures * Access grades on parent/student portals |

Organization of material is a very important component of this course. We will cover such vast amounts of information, and it is critical that the student keep a **well-organized** notebook. All notes and class work will be completed in your 3-ring binder or spiral bound notebook. It will be the student’s responsibility to keep up with all worksheets, labs, and additional assignments until their due date. Organization of your paperwork is very important and will be very beneficial when preparing for assessments.

**Learning Platforms:** itsLearning is the hub for our learning. Students can access it using ClassLink, which will automatically put in their RCPS credentials. From itsLearning, Teams Meeting links will be posted in your student’s course. By clicking this link they will enter into the class meeting.

**Absences:** Absence excuses must be provided to RCA front office. They may be turned in in person or emailed to Ms. Jenny Benson at jbenson@rockdale.k12.ga.us

When student absences are excused, per state regulations, students shall be allowed to make up their work during their absence.

If the final determination is that the absences are unexcused, students will be allowed to make up their work only if a Request for Late Work Submission is completed. The Late Work Submission form can be found on the class itsLearning page. Students have 5 school days (not classes) from the original due date to complete the plan on a late work submission request and submit the late work.

All late work submission ends five school days prior to the first exam day.

Long-term assignments (those worked on over two weeks or longer) are due as assigned; a student is responsible for this due date even if absent.

# **Infinite Campus Parent Portal:** The Infinite Campus Portal (also known as the “Parent Portal”) is an essential tool for every family. **It is also a primary method of communication – please double check that the correct email is in use. I often use this to send grade or absences reports.** Please use this link to set up or access your already existing account.

[Infinite Campus Parent Portal Instructions](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.rockdaleschools.org%2Fdepartments%2Ftechnology%2Fadministrative_technology%2Finfinite_campus_parent_portal&data=04%7C01%7Ccmataragas%40studentsrockdalek12ga.onmicrosoft.com%7Cc9fca2d5da684ecf157a08d952051f75%7Cbfd25eb83dfc4e5cadabad073f23ac72%7C1%7C0%7C637631004229038599%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=zyNNn4nbSBALLxQZDj4UvwgjhFxh9%2BxWLyDNWYQdBOg%3D&reserved=0)

**Academic Honesty Policy and Rule Violation:**  A student shall not cheat on any assignments, including tests, examinations, projects, homework, or reports by giving or receiving unauthorized assistance or be involved in plagiarism or other acts of academic dishonesty.  See RCPS Student Handbook, Rule 21.

**Student Non-Discrimination Policy**

The Rockdale County Board of Education (Board) desires that all students receive the benefit of an adequate education.  With this view in mind, the Board prohibits discrimination against students and employees on the basis of race, color, national origin, sex, sexual orientation, religion, age, or disability in its programs and activities and provides equal access to all students including the Boy Scouts and other designated youth groups.  In keeping with this commitment, the Rockdale County Board of Education will not tolerate harassment, discrimination, or other unlawful treatment of its students.  The Student Non-Discrimination Policy and Complaint Procedures are set forth in its entirety in Board Policy JCA.  This policy shall be located on the website of each school and the District. Copies of this policy shall be available at each school and at the District's offices. The designated person to handle inquiries regarding the School District's non-discrimination policies is: The Executive Director of Student Support, 1143 West Avenue, Conyers, Georgia 30012.  Phone: (770) 860-4235.

**Students with Disabilities:**

Rockdale County Schools in compliance with the Americans with Disabilities Act of 1990, will make every reasonable accommodation for students with special learning needs, including hearing impaired and visually impaired students and students with diagnosed learning disabilities, as well as other classifications of disability specified in the act.