Workforce Staging for Forensics & Security
Course Syllabus

Course Number: LAW-1663
OHLAP Credit: No
OCAS Code: None
Course Length: 30 Hours
Career Cluster: Law, Public Safety, Corrections & Security
Career Pathway: Law Enforcement Services
Career Major(s): Criminal Justice Forensics & Security
Pre-requisite(s): None
Course Description: This course is designed to be delivered as an integrated component within the courses taken by the individual student. The course is designed for the development of leadership, personal development and employability skills in the forensics and security field.

Textbooks: N/A
On-line Resources:
Curriculum Resources:
http://www.okcimc.com/

Course Objectives: Students will learn the following objectives pertaining to forensics and security:
- Identify personal interests
- Engage in team negotiation activity
- Identify effective communication skills
- Describe workplace components
- Recognize stress factors
- Identify personal qualities that are desirable for the workplace
- Evaluate professional development traits
- Develop awareness of cultural diversity and equity issues
- Demonstrate effective communications with others
- Identify components of an employment portfolio
- Select characteristics of an employment portfolio
- Demonstrate social etiquette
- Complete survey of employment opportunities
- Develop a resume and write cover letter
- Demonstrate interview skills
- Understand your right to know
Teaching Methods: The class will primarily be taught by the lecture and demonstration method and supported by various media materials to address various learning styles. There will be question and answer sessions over material covered in lecture and media presentations. Supervised lab time is provided for students to complete required projects.

Grading Procedures:
1. Students are graded on theory and lab practice and performance.
2. Each course must be passed with seventy (70%) percent or better.
3. Grading scale: A=90-100%, B=80-89%, C=70-79%, D=60-69%, F=50-59%.
4. Career Major grades established during coursework are a major criteria in successfully obtaining certification.

Description of Classroom, Laboratories, and Equipment: Tulsa Technology Center campuses are owned and operated by Tulsa Technology Center School District No. 18. All programs provide students the opportunity to work with professionally certified instructors in modern, well-equipped facilities.

Available Certifications/College Credit: The student may be eligible to take state, national or industry exam after completion of the program. College credit may be issued from Oklahoma State University-Okmulgee or Tulsa Community College. See program counselor for additional information.

College Credit Eligibility: The student must maintain a grade point average of 2.0 or better.