

# CRJ 120 : Criminal Justice Report Writing & Interviewing

## *Spring*

This course is focused on the techniques and skill development of interviewing witnesses, victims, and suspects, as well as note taking and report writing in the criminal justice context. Communicating facts, information, and ideas effectively, in a simple, clear and logical manner for various types of criminal justice system documentation including, but not limited to: daily reports, letters, investigative report writing (including interviews), traffic violations, internal department memos, etc., whether in written or electronic (via the computer) format will be stressed. This course will examine the practical aspects of interviewing as well as gathering, organizing and preparing written reports for the various criminal justice components (law enforcement, judicial system and corrections).

**Credits** 3