



## **Course Description:**

The ability to work effectively with colleagues and the community is an important skill for individuals seeking employment in the Criminal Justice system. This course addresses human dynamics and the development of positive relationships in various professional settings. It includes emphasis on self awareness, communication, bias, ethical behaviour, and stress as it applies to personnel holding positions in the criminal justice professions.

## **Course Outcomes:**

Upon completion of this course, learners will be able to:

1. Describe the specific human relations skills required by professionals in the criminal justice field.
2. Determine the relationship between self-esteem, self-concept, and relationships.
3. Improve self awareness and self esteem through the application of specific techniques.
4. Explain how attitudes influence one's behaviour and interpersonal communication.
5. Describe specific ways of improving verbal and non-verbal communication.
6. Explore and evaluate one's own personal ethics.
7. Describe the articles of a typical Code of Ethics
8. Apply at least two models for resolving ethical dilemmas.
9. Describe the factors that may produce stress within criminal justice professions
10. Describe methods of managing professional/personal stress.

## **Work-Site Based Experience:**

- Experiential Learning
- Minimum 5 hours
- On-Site
- There will be in-class discussions, and participation from students is required.

## **Required Text(s) and Materials:**

No text required. Materials may be distributed by the instructor as required.

## Assignment/Activity/Exam List, Due Dates, and Value of Each:

Assignment/Activity/Exam	Value
Exam #1	20%
Exam #2	20%
Course Journals	20%
Research Paper	20%
In-class assignments/Quizzes/Participation	20%
<b>TOTAL</b>	<b>100%</b>

Exam dates and due dates of assignments will be provided by the instructor.

### Other Learning Resources:

- Students will find personal and family resources helpful.

### Instructor's Teaching and Learning Styles (Practices):

- Lecture Developmental
- Group Discussions
- Class Participation
- Videos

### Electronic Devices:

In the spirit of respect for the learning process, students are required to turn off all electronic devices (including cell phones, IPODS, and laptop computers that are not used for taking class notes) during classes. In case of emergency situations, students are to discuss this with the instructor ahead of time.

**Note: Students may not use any audio, video or telecommunication devices to record any portion of this course, including the instructor's lectures. If this policy is not adhered to, the instructor has the right to limit the student's accessibility to the device.**

## Grading System:

<b>GRADES</b>	<b>GRADE POINTS</b>	<b>INTERPRETATION</b>
A+	4.0	Excellent ..... (97-100%)
A	4.0	Excellent ..... (93-96%)
A-	3.7	Excellent ..... (90-92%)
B+	3.3	Good..... (87-89%)
B	3.0	Good..... (83-86%)
B-	2.7	Good..... (80-82%)
C+	2.3	Satisfactory ..... (77-79%)
C	2.0	Satisfactory ..... (73-76%)
C-	1.7	Satisfactory ..... (70-72%)
D+	1.3	Minimal Pass ..... (65-69%)
D	1.0	Minimal Pass ..... (60-64%)
F	0.0	Failure ..... (0-59%) If a failed course is successfully repeated, the original F and the passing grade will both show on the student's permanent record. The lower grade is removed from the GPA calculation.

## Course Work Used as Examples:

Should your instructor wish to use your work in future educational purposes, you will be asked to complete and sign a Student Release Form, authorizing both the instructor and/or the College to use your course work. This form, along with a copy of your work, is retained in the official copyright files located in the College's Intellectual Property Office. If you have any questions regarding Copyright and/or Intellectual Property, please contact the Intellectual Property Office.

## Retention of Assignments and Exams:

Examinations / assignments NOT intended to be returned to students will be retained for at least one year from the end of the term. Examinations / assignments intended to be returned to students but are not picked up by students will be retained to the end of the final grade appeal period. After the appropriate retention period, records will be destroyed in a secure manner.

**Attendance Policy:**

Regular and punctual attendance in class is an obligation assumed by every student at the time of registration. Attendance will be taken. If you do miss class, you are responsible for obtaining notes, handouts and other information discussed in class. In-class assignments will not be made up.

**Supplemental Examination:**

Not available for supplemental.

**Academic Honesty:**

Academic Honesty is necessary to achieve excellence. Lethbridge College supports and demands academic honesty in all academic learning activities.

Plagiarism is a serious offence and will be handled in accordance with the Students Rights and Responsibilities Policy 3.12.

Lethbridge College uses plagiarism detection software such as Turnitin.com. Students should be aware that if their paper is submitted to a plagiarism detection service, a copy of their paper is retained as a source document in its reference database. As the author, the student retains ownership of the paper submitted.

As a member of the academic community, you have the ethical obligation to understand plagiarism and to be as honest as you can about using another person's writing or ideas. If you have any questions regarding plagiarism, please ask.