New Course Request

Indiana University
Indianapolis Campus

Check Appropriate Boxes: Undergraduate credit [X]  Graduate credit □  Professional credit □

1. School/Division  Science  2. Academic Subject Code  FIS

3. Course Number  250  (must be cleared with University Enrollment Services)  4. Instructor  H. Blitzer

5. Course Title  Photography at a Crime Scene I

Recommended Abbreviation (Optional)  Photo Crime Scene I (Limited to 92 Characters including spaces)

6. First time this course is to be offered (Semester/Year):  Fall 2006

7. Credit Hours: Fixed at  3  or Variable from  ________ to  ________

8. Is this course to be graded S-F (only)? Yes  No  X

9. Is variable title approval being requested? Yes  No  X

10. Course description (not to exceed 50 words) for Bulletin publication:  This course teaches the basics of photography using film, digital and video cameras in the recording of a crime scene. Lectures, discussions and practical exercises help students practice each system applying specific photographic principles that will be used to document mock crime scenes.

11. Lecture Contact Hours: Fixed at  3  or Variable from  ________ to  ________

12. Non-Lecture Contact Hours: Fixed at  0  or Variable from  ________ to  ________

13. Estimated enrollment:  20  of which  0  percent are expected to be graduate students.

14. Frequency of scheduling:  fall/spring  Will this course be required for majors?  Yes  No  X

15. Justification for new course:  Course exists in Informatics. This is to transfer ownership.

16. Are the necessary reading materials currently available in the appropriate library?  Yes  No  X

17. Please append a complete outline of the proposed course, and indicate instructor (if known), textbooks, and other materials.

18. If this course overlaps with existing courses, please explain with which courses it overlaps and whether this overlap is necessary, desirable, or unimportant.  Course overlaps with INFO-1250, which will be discontinued.

19. A copy of every new course proposal must be submitted to departments, schools, or divisions in which there may be overlap of the new course with existing courses or areas of strong concern, with instructions that they send comments directly to the originating Curriculum Committee. Please append a list of departments, schools, or divisions thus consulted.

Submitted by:  [Signature]  Date  4/4/07  Approved by:  [Signature]  Date  4/23/07

Dean of Graduate School (when required)  Date

University Enrollment Services

After School/Division approval, forward the last copy (without attachments) to University Enrollment Services for initial processing, and the remaining four copies and attachments to the Campus Chancellor or Vice-President.

UPS 794  University Enrollment Services Final—White; Chancellor/Vice-President—Blue; School/Division—Yellow; Department/Division—Pink; University Enrollment Services Advance—White.
Photography at a Crime Scene I
Course #1250

Herbert Blitzer 317-356-0245  
Jack Jacobia 317-356-0245

Email: hblitzer@ifi-indy.org jjacobia@ifi-indy.org

Course Description:
This course, by lecture, demonstration and practical “hands-on” teaches the theory of
photography, including the human visual system, color vision, system dynamic range, resolution,
film structures, digital camera structures and lenses. The science behind the tools and techniques
will be described so that people completing this course can choose proper methods and answer
science based questions that might be asked during testimony as an expert witness. This
knowledge will be used to understand the photographic process while learning how to use film,
digital and video cameras to document a crime scene. Photographic techniques, both basic and
advanced will be discussed and practiced while photographing mock scenes. This course is
designed to take the student from a basic understanding of photography to the advanced
photographic techniques used to photograph a crime scene, thereby ensuring high-quality
photographs for use in court.

The use and selection of equipment needed to correctly photograph a crime scene, as well as
techniques are addressed.

Objective:
Understand the theory of photography and use digital and video cameras to capture images using
correct photographic and lighting techniques ensuring high-quality images for use in a
courtroom.

Topics included are:
- Human Visual System
- Color Vision
- Dynamic Range
- Resolution
- Photographic Films
- Densitometers
- Lens Controls/Formulas
- Introduction to Basic Photography

- Camera Controls
- Exposure Controls
- Electronic Flash Operation
- Flash/Lighting Techniques
- Introduction to Video Cameras
- Video Camera Controls
- Introduction to Digital Imaging
- Digital Cameras

Recommended Equipment:
Digital Camera
Video Camera (any model)
Electronic Flash
Tripod
Spare batteries for camera and flash (or charger for the flash power system); AC adapters
Textbook: *Crime Scene Photography* by Edward M. Robinson
Handbook: *Photography at a Crime Scene I* by Institute for Forensic Imaging

**Course Schedule:**

**Day One:**
- Human Visual System
- Color Vision
- Dynamic Range
- Basics of Resolution
- Photographic Films
- Lens Controls/Formulas
- System Response Exercise
- Curves Homework Exercise

**Day Two:**
- Curves Critique
- Resolution in film and digital photography - calculations
- Introduction to Basic Photography
- Introduction to digital imaging
- Camera Controls

**Day Three:**
- Exposure controls
- Downloading digital images
- 35 mm camera technique

**Day Four:**
- Introduction to PhotoShop software
- Basics of image enhancement
- Flash lighting techniques

**Day Five:**
- Legitimate image enhancement techniques
- Introduction to video cameras
- Video camera controls
- Scripts and slates for video documentation

**Day Six:**
- Video camera techniques
- Using video at a crime scene
- Summary course review
Class Exercises ( Labs )

1. System Response Exercise
2. Download exercise
3. 35mm Camera Familiarization Exercise
4. Flash/Lighting Techniques Exercise
5. Enhancing images exercise
6. Video Camera Exercise

Assignment Submission and Guidelines

All homework assignments will be submitted at the beginning of the next scheduled class. You will be given adequate time during class to complete your assignments. All grades will be posted by the next class session. Please note: No late assignments will be accepted.

The labs assigned in this class will make up 75% of your final grade. The final exam makes up 25% of your final grade.

<table>
<thead>
<tr>
<th>System Response Exercise</th>
<th>H &amp; D Curve Exercise</th>
<th>35mm Camera Exercise</th>
<th>Exercises are 75% of your grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flash/Lighting Exercise</td>
<td>Video Camera Exercise</td>
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</table>

Final Exam (written) 25% of your grade

Grading Scale

Minimum %

<table>
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<th>Grade</th>
<th>Percentage</th>
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<tr>
<td>A-</td>
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<tr>
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<td>C+</td>
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<td>D-</td>
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</table>
The Academic Handbook states that faculty members have the responsibility of fostering the "intellectual honesty as well as the intellectual development of students...The faculty member should explain clearly the meaning of cheating and plagiarism as they apply to the course...Should the faculty member detect signs of plagiarism or cheating, it is his or her most serious obligation to investigate these thoroughly, to take appropriate action with respect to the grades of students, and in any event to report the matter to the Dean of Students. The necessity to report every case of cheating, whether or not further action is desirable, arises particularly because of the possibility that this is not the student's first offense, or that other offenses may follow it. Equity also demands that a uniform reporting practice be enforced; otherwise, some students will be penalized while others guilty of the same actions will go free." (p. 172).

Academic Misconduct: (from the Code of Student Rights, Responsibilities, and Conduct)

1. Cheating: A student must not use or attempt to use unauthorized assistance, materials, information, or study aids in any academic exercise, including, but not limited to, the following:

a. A student must not use external assistance on any "in-class" or "take-home" examination, unless the instructor specifically has authorized external assistance. This prohibition includes, but is not limited to, the use of tutors, books, notes, and calculators.

b. A student must not use another person as a substitute in the taking of an examination or quiz.

c. A student must not steal examinations or other course materials.

d. A student must not allow others to conduct research or to prepare work for him or her without advance authorization from the instructor to whom the work is being submitted. Under this prohibition, a student must not make any unauthorized use of materials obtained from commercial term paper companies or from files of papers prepared by other persons.

e. A student must not collaborate with other persons on a particular project and submit a copy of a written report which is represented explicitly or implicitly as the student's individual work.

f. A student must not use any unauthorized assistance in a laboratory, at a computer terminal, or on field work.

g. A student must not submit substantial portions of the same academic work for credit or honors more than once without permission of the instructor to whom the work is being submitted.

h. A student must not alter a grade or score in any way.

2. Fabrication: A student must not falsify or invent any information or data in an academic exercise including, but not limited to, records or reports, laboratory results, and citations to the sources of information.

3. Plagiarism: A student must not adopt or reproduce ideas, words, or statements of another person without appropriate acknowledgment. A student must give credit to the originality of others and acknowledge indebtedness whenever he or she does any of the following:

a. Quotes another person's actual words, either oral or written;
b. Paraphrases another person’s words, either oral or written;

c. Uses another person’s idea, opinion, or theory; or

d. Borrows facts, statistics, or other illustrative material, unless the information is common knowledge.

4. Interference

a. A student must not steal, change, destroy, or impede another student’s work. Impeding another student’s work includes, but is not limited to, the theft, defacement, or mutilation of resources so as to deprive others of the information they contain.

b. A student must not give or offer a bribe, promise favors, or make threats with the intention of affecting a grade or the evaluation of academic performance.

**Faculty Action**

If a faculty member has information that one of his/her students committed an act of academic misconduct, the faculty member is required to hold an informal conference with the student. The conference should be prompt and private. If the faculty member concludes that the student is responsible for the misconduct, then the faculty member is authorized to impose an appropriate academic sanction (i.e., lower or failing grade on the assignment, assessing a lower or failing grade for the course).

After reporting the information to the Dean of Students, he/she will review the information to determine if additional sanctions should be applied.

Sanctions are outlined in the Code of Student Rights, Responsibilities, and Conduct. This document appears on the web at the following address: [http://www.life.iupui.edu/Who/Dean/Code/](http://www.life.iupui.edu/Who/Dean/Code/)

**Policy on Student Academic Misconduct**

Faculty are required to report all incidents of academic misconduct to the Dean of Students. For information about policies and procedures, including due process requirements, see the Code of Student Rights, Responsibilities, and Conduct, especially part III: Student Misconduct and Part IV: Student Disciplinary Procedures. The code is accessible on the internet at [http://www.life.iupui.edu/Who/Dean/Code/](http://www.life.iupui.edu/Who/Dean/Code/)

If you need any special accommodations due to a disability, please contact Adaptive Educational Services at (317)-274-3241. The office is located in CA 001E.
<table>
<thead>
<tr>
<th>Friday</th>
<th>Day 1</th>
<th>Day 2</th>
<th>Day 3</th>
<th>Day 4</th>
<th>Day 5</th>
<th>Day 6</th>
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<tr>
<td>8:00</td>
<td>Registration</td>
<td>8:00</td>
<td>Exposure</td>
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<td>Flash &amp; Lighting</td>
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<td>8:15</td>
<td>Orientation</td>
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<td>to Controls</td>
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<td>Technique</td>
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<tr>
<td>9:00</td>
<td>Exercise</td>
<td>9:00</td>
<td>to Critique</td>
<td>9:00</td>
<td>Exercise</td>
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<tr>
<td>10:00</td>
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<td>to # Pictures</td>
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<td>Downloading</td>
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<td>10:30</td>
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<td># Film</td>
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<tr>
<td>2:00</td>
<td>Film</td>
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<td>to 3:00</td>
<td>2:00</td>
<td>Flash</td>
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<tr>
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<td>to 3:30</td>
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<td>Lighting</td>
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<td>4:00</td>
<td>Exercise</td>
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<td>to 4:30</td>
<td>4:00</td>
<td>Exercise</td>
<td>4:00</td>
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<td>4:30</td>
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<td>Course Review</td>
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<td>to 5:30</td>
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Course Breakdown:
- Lecture: 35 hrs
- Lab: 13 hrs
- Total Class: 48 hrs

Homework Exercise:
- H & J Curve
- Camera Exercise
- Final Exam