

Syllabus

PLATO Course Principles of Law, Public Safety, Corrections, and Security, Semester B

Course Overview

This one-semester course is intended as a practical, hands-on guide to help you understand the personal, professional, and technological skills required by professionals working in the field of law, public safety, corrections, and security. This course has 12 lessons organized into three units, plus three Unit Activities. Each lesson contains one or more Lesson Activities.

This course covers communication skills, math skills, and work ethics. It also covers job acquisition skills, career advancement skills, and other important professional skills and qualities required at the workplace.

You will submit the Unit Activity documents to your teacher, and you will grade your work on the Lesson Activities by comparing them with the given sample responses. The Unit Activities (submitted to the teacher) and the Lesson Activities (self-checked) are the major components of this course. There are other assessment components, namely the mastery test questions that feature along with the lesson; the pre- and post-test questions that come at the beginning and end of the unit respectively; and an end-of-semester test. All of these tests are a combination of simple multiple-choice questions and technology enhanced (TE) questions.

Course Goals

By the end of this course, you will be able to do the following:

- Examine the evolution of law and the criminal justice system in the United States.
- Analyze careers in law, law enforcement, corrections, and public safety, including the education, skills, and training required.
- Examine the multiple factors that work to ensure public safety.

- Analyze the use of technology and employ technology safely and ethically for a variety of purposes.
- Assess the intersection of Constitutional law and citizens' rights with law enforcement.
- Apply personal skills and strategies to reduce stress, work ethically and safely, and create positive interactions with others.

Prerequisite Skills

Principles of Law, Public Safety, Corrections, and Security Semester B has the following prerequisites:

- basic computer skills
- basic math knowledge
- ability to visualize and apply creativity and innovation
- familiarity with the writing process and following guidelines
- ability to structure and process information

General Skills

To participate in this course, you should be able to do the following:

- Perform basic operations on a computer.
- Perform online research using various search engines and library databases.
- Communicate through email and participate in discussion boards.

For a complete list of the general skills required for participation in online courses, refer to the Prerequisites section of the Plato Student Orientation document, found at the beginning of this course.

Credit Value

Principles of Law, Public Safety, Corrections, and Security Semester B is a 0.5-credit course.

Course Materials

- notebook
- computer with Internet connection and speakers or headphones
- Microsoft Word or equivalent
- Microsoft Excel or equivalent
- Microsoft PowerPoint or equivalent

Course Pacing Guide

This course description and pacing guide is intended to help you stay on schedule with your work. Note that your course teacher may modify the schedule to meet the specific needs of your class.

Course Components and Grading Rubric

The table gives a breakdown of the weight for each component in the course. Weight represents the percentage of the total score coming from each activity.

Course Components	Count	Weight
Pretest. <i>Pretests are optional assessments, typically designed for credit recovery use. If a student shows mastery of a lesson's objective, the student may be automatically exempted from that lesson in the upcoming unit. Typically, teachers do not choose to employ exemptive pretests for first-time credit courses. Pretests are not included as a component of the student's final grade.</i>	3	0%
Module. <i>Each module in this course contains an interactive tutorial and an associated mastery test. Tutorials may include one or more Lesson Activities that constitute tasks associated with the tutorial. The module score comes from a student's score on the mastery test.</i>	12	20%
Discussion. <i>Online discussions allow for higher-order thinking about terminal objectives. An online threaded discussion mirrors the educational experience of a classroom discussion. Teachers can initiate a discussion by asking a complex, open-ended question. Students can engage in the discussion by responding both to the question and to the thoughts of others. Each unit in a course has one predefined discussion topic; teachers may add more discussion topics.</i>	3	20%
Unit Activity. <i>Unit Activities are at the end a unit and constitute one or more small tasks. Their purpose is to deepen understanding of key unit concepts and tie them together. Each Unit Activity includes a simple rubric. The teacher versions include both a rubric and modeled sample answers. Unit Activities are teacher graded.</i>	3	20%
Posttest. <i>The posttest appears at the end of the unit and mirrors the pretest in structure, content, and complexity.</i>	3	20%
End of Semester Test. <i>The end of semester test (EOS) appears at the end of the course. Students are delivered a few items from every tutorial in the course in order to assess the major course objectives.</i>	1	20%
Total	25	100%

*Teachers may manually adjust these weights if desired, per district grading requirements.

Unit 1: Personal Skills

Summary

In this unit, you'll describe effective reading and writing skills required for interpreting workplace documents and writing clearly. You'll describe effective speaking and listening skills to communicate effectively with customers and employees and following directions. Finally, you'll also describe the importance of mathematics skills by using mathematical reasoning to accomplish tasks.

Day	Activity / Objective	Type
1 day 1	Syllabus and Plato Student Orientation <i>Review the Plato Student Orientation and Course Syllabus at the beginning of this course.</i>	Course Orientation
6 days 2-7	Reading and Writing <i>Describe effective reading and writing skills required for interpreting workplace documents and writing clearly; identify careers in the law enforcement profession.</i>	Lesson
6 days 8-13	Speaking and Listening <i>Recognize verbal and nonverbal communication and their impact on interactions with others; explain why effective communication skills are essential to a career in law enforcement, and identify active listening techniques and methods to improve communication skills.</i>	Lesson
6 days 14-19	Math and Science Skills <i>Discuss the importance of math and science skills for a career in law enforcement, corrections, or forensics.</i>	Lesson
1 day 20	Para Jumble	Game
4 days 21-24	Unit Activity/Threaded Discussion—Unit 1 <i>Describe some of the personal skills that career roles in law enforcement demand.</i>	Unit Activity
1 day 25	Posttest—Unit 1	Assessment

Unit 2: Professional Skills

Summary

In this unit, you'll describe work ethics and appropriate work habits. You'll describe teamwork skills that contribute to the success of the team. You'll also describe critical-thinking and problem-solving skills. In addition, you'll describe conflict-resolution skills to avoid interpersonal and workplace issues. You'll describe job acquisition and advancement skills. Finally, you'll describe lifelong-learning skills.

Day	Activity/Objective	Type
5 days: 26–30	Positive Work Ethics <i>Recognize the characteristics of positive work ethics and explain the ethical dilemmas a defense attorney might face.</i>	Lesson
5 days: 31-35	Teamwork <i>Identify teamwork and leadership skills that contribute to the success of the team and describe how law enforcement professionals work together in emergency scenarios.</i>	Lesson
6 days: 36–41	Critical Thinking and Problem Solving <i>Identify decision-making styles and describe critical-thinking and problem-solving skills in various scenarios; discuss the role of public security in terrorist situations.</i>	Lesson
6 days: 42–47	Conflict Resolution <i>Identify conflict-resolution strategies to resolve interpersonal and workplace issues; describe stress-management skills.</i>	Lesson
6 days: 48–53	Job Acquisition and Advancement <i>Explain how to create a career profile, describe résumé types and the benefits of career portfolios on job acquisition and advancement; describe the evolution of careers in public law enforcement and private security.</i>	
5 days: 54–58	Lifelong Learning <i>Explain how life-long learning skills help in improving professional skills; identify law enforcement careers and related education and training programs.</i>	
1 day: 59	Space Jumble	Game
4 days: 60–63	Unit Activity/Threaded Discussion—Unit 2 <i>Describe some examples of violations of the constitutional rights listed in the Bill of Rights.</i>	Unit Activity
1 day: 64	Posttest—Unit 2	Assessment

Unit 3: Technological Skills

Summary

In this unit, you'll identify job-specific technologies to accomplish work responsibilities. You'll describe the use of information technology tools. Finally, you'll describe appropriate use of Internet at work.

Day	Activity/Objective	Type
6 days: 65–70	Job-Specific Technologies <i>Identify job-specific technologies and their impact on policing and law enforcement.</i>	Lesson
6 days: 71–76	Information Technology <i>Recall and explain how to use computers, file management techniques, and software programs effectively; describe the role of computers in IT careers related to law enforcement.</i>	Lesson
6 days: 77–82	Internet Use and Security <i>Recognize ethical Internet use and security for workplace situations; explain pros and cons of using the Internet as a source of information; identify cybercrimes and describe how law enforcement combats them.</i>	Lesson
1 day: 83	Thwack-a-Mole	Game
4 days: 84–87	Unit Activity/Threaded Discussion—Unit 3 <i>Describe the role of mobile data terminals and computer-aided dispatch systems in case of emergencies.</i>	Unit Activity
1 day: 88	Posttest—Unit 3	Assessment
1 day: 89	Semester Review	
1 day: 90	End-of-Semester Test	Assessment

Course Map

You will achieve course level objectives by completing each lesson's instruction, assignments, and assessments. For a detailed look at how the materials meet these objectives, review the [course map for Semester B](#).