



SOUTHERN ILLINOIS CRIMINAL JUSTICE TRAINING PROGRAM

Mobile Team Unit 15

Training Announcement

Name of Training			Class ID#	Course ID#
Report Writing and Courtroom Testimony			83138	63402
Date(s) of training	Time	Hours	Location	
11/01/2017	8:30 a.m. – 4:30 p.m.	8	MTU 15 Headquarters building 1740 Innovation Drive – Room 150 Carbondale, IL	

Course Description

This course will focus on the importance of police report writing as it is generally considered by many officers to be an unpleasant task. The objective of this class will be to dispel that myth. The focus will be on a well-written report as a tool rather than a mundane task. Officers will be informed as to how the prosecutor uses his or her report. Substantial time will be devoted to supplementing a written report for later use in court. The difference between a summary vs. detailed, well supplemented report will be explored, using examples. A segment of this course will be devoted to testifying, the objective of which is to highlight the importance of testifying skills and having participants understand their role in preparing to testify. Cross examination will be explored as it is perhaps the most important aspect of testimony. Officers participating in this training will gain a better understanding of, and will be well equipped to handle this adversarial form of questioning.

Course Objectives

- Basic report writing
- Tips for better report writing
- The need for and importance of supplementing written reports
- How prosecutors and even defense attorneys utilize an officer's report
- Preparing for and testifying and tips for testifying
- Handling Cross Examination
- Utilizing written reports and report supplements in the preparation of testimony

Instructor

Jackson County Assistant States Attorney, **Casey Bloodworth**, will be the instructor for this class. Mr. Bloodworth holds a BA Degree in Administration of Justice from Southern Illinois University School and is a graduate of the S.I.U. School of Law. He has been an Assistant State's Attorney for since May of 2006.

Training Mandates met by this training indicated by ✓

Civil Rights	Constitutional and proper use of law enforcement authority
Cultural Competency	Procedural Justice
Human Rights	Law Updates
Lead Homicide Investigator	Use of Force <i>(must include scenario based or similar approved training)</i>

This class is certified by the Illinois Law Enforcement Training and Standards Board