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American Public University System

The Ultimate Advantage is an Educated Mind

School of Security & Global Studies
Criminal Justice Program
CMRJ 499
Senior Seminar Capstone
3 Credit Hours
8 Weeks
Prerequisites: None

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</tr>
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</table>

Instructor Information

**Instructor:** See information provided in the Syllabus link in the classroom

**Email:** Please use internal classroom messaging system.

Course Description (Catalog)

This seminar is a senior level course designed to allow the student to review, analyze, and integrate the work the student has completed toward a degree in Criminal Justice. The student will complete an approved academic project or paper that demonstrates mastery of their program of study in a meaningful culmination of their learning, as well as assess their level of mastery of the stated outcomes of their degree requirements. NOTE: ALL
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required, core, and major courses must be completed prior to enrollment in this course. Student must have SENIOR standing to register.

(Note to Students: The course materials, assignments, learning outcomes, and expectations in this upper level undergraduate course assume that the student has completed all lower level general education and career planning coursework necessary to develop research, writing, and critical thinking skills. Students who have not fulfilled all general education requirements through courses or awarded transfer credit should strongly consider completing these requirements prior to registering for this course.)

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Course Scope

CMRJ499 is an undergraduate course, which is divided into 8 weeks. It is organized into steps to better enable students to develop a thesis statement, utilize and conduct appropriate research, develop an annotated bibliography, and submit a final paper which develops arguments in a clear and logical sequence and in proper APA format. In addition, the student will become proficient with the use of databases within the online library and will master APA techniques through APA tutorials and the library.

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Course Objectives (CO)

After successfully completing this course, the student will be able to:

CO1: Evaluate a specific issue in the field of Criminal Justice;

CO2: Develop a topic/problem statement (including a proposed solution) based on an issue in Criminal Justice;

CO3: Demonstrate ability to successfully cite university online library database sources pertaining to scholarly journals and peer-reviewed articles;
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CO4: Prepare an annotated bibliography based on research from the online library databases;

CO5: Apply successfully various rules related to APA style writing and format, including citations and references; and

CO6: Produce an empirical literature review final document.

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Course Delivery Method

This undergraduate level Criminal Justice course delivered via distance learning will enable students to complete academic work in a flexible manner, completely online. Course materials and access to an online learning management system will be made available to each student. **Online assignments are due by the last day of each week** and include Forum Board questions (accomplished in groups through a threaded Forum board), and individual assignments (submitted for review by the Faculty Member). Assigned faculty will support the students throughout this eight-week course.

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Course Materials

The course materials for this course consist of articles located in the APUS Library listed in eReserves.

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Evaluation Procedures

The University will issue final official grades. Professors have 7 days from the end of the semester to submit their grades to the University. Students should not telephone the University looking for grades until, at least, 7 days after the end of the semester.
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Your final grade in this course will be based on the following course requirements:

1. **Graded Introduction:** This is a graded requirement. This forum is to invite you to accomplish two things: 1) build peer-to-peer relationships by introducing oneself and one’s background to the class; 2) articulate individual student learning goals and/or expectations for the class. There is a 250 word requirement for your introduction post.

2. **Research Paper/Term Project:** Each student will be required to complete the term project, which is a 15-20 page (not counting the cover, abstract and reference page) research paper in APA format. In preparation for the paper, students will submit a thesis statement, an annotated bibliography and a rough draft.

3. **Thesis Statement:** Submit your proposed thesis for approval by no later than Sunday of week 1. Late submissions of this assignment will not be accepted.

4. **Annotated Bibliography:** Submit an annotated bibliography by no later than Sunday of week 4. Late submissions of this assignment will not be accepted. More info on annotated bibliographies may be found at: [http://owl.english.purdue.edu/owl/resource/614/01/](http://owl.english.purdue.edu/owl/resource/614/01/)

5. **Forum Questions and Responses to Other Students Work Weeks 1, 2, 3, 4, 5, 6, 7 and 8:** Each student will be required to answer the weekly forum question and respond to at least two other students. The forum questions can be found on the Forum Board. Students will be required to post their weekly forum question response to the proper forum board.

6. **Peregrine Testing:** Week 8 you will be required to take an assessment through the Peregrine Testing site. For your convenience, a link titled "Peregrine Testing" has been added to the left hand navigation bar, which will take you through the registration and testing process.

As one of the final assessments of your program, your score will affect your completion of this course and ultimately your graduation. Your exam score, once sent back to the classroom, will be recalculated (see Lessons/Course Information/Peregrine Assessment
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for score conversion chart below) within hours of the score being returned to help determine your final score for the course. If you have any questions about your final score, please reach out to your professor as soon as possible.

The test will include 90 multiple choice questions. You will be allowed three 15 minute breaks. You can exit and resume the test, but you will only be able to do so 3 times over a 48 hour period.

When you are ready to begin, click on "Peregrine Testing". You will be taken to the registration page for the exam. The majority of your student information will already be filled out, and you will just be required to select your program and concentration (these will not affect the contents of the tests). Click on "Confirm". Read all information on the following pages carefully. The timer will start when you click "Begin Exam".

Score Conversion Chart:

<table>
<thead>
<tr>
<th>Peregrine Score</th>
<th>Relative Interpretation of Student Competency</th>
<th>Outbound Exam Grade/Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>80-100%</td>
<td>Very High</td>
<td>Pass with Distinction/100pts</td>
</tr>
<tr>
<td>70-79%</td>
<td>High</td>
<td>Pass/90pts</td>
</tr>
<tr>
<td>60-69%</td>
<td>Above Average</td>
<td>Pass/80pts</td>
</tr>
<tr>
<td>40-59%</td>
<td>Average</td>
<td>Pass/70pts</td>
</tr>
<tr>
<td>30-39%</td>
<td>Below Average</td>
<td>Fail/50pts</td>
</tr>
<tr>
<td>20-29%</td>
<td>Low</td>
<td>Fail/40pts</td>
</tr>
<tr>
<td>0-19%</td>
<td>Very Low</td>
<td>Fail/20pts</td>
</tr>
</tbody>
</table>

Classroom participation is necessary for distance education. This is not a correspondence course you will have to interact with your fellow students and your professor. The more interaction that we achieve will increase our knowledge of each other, the course material, and the learning process.

It is imperative that the student stays in contact with the professor and university. If your work schedule changes, or you are deployed, a family emergency occurs, or anything that will cause your course assignments to be late. You must make contact with the class professor. The class professor will work out a personal class completion schedule with the student. It is the student’s responsibility to advise the professor of any changes that will
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cause course assignments to be late. It is the instructor’s discretion to either deny or grant an extension based on information that is provided to the class professor.

Students should log into the classroom several times a week and check forum boards and emails. If the student fails to communicate or stay in contact with the course professor they may be dropped or fail the course. It is strongly suggested to communicate openly and freely with the course professor. If you need anything, communicate with the course professor first to work out any problems.

The points earned on course assignments will determine the course grade. The final grade in the course will be based on total points. Grades will be assigned based on the following term composite scores:

<table>
<thead>
<tr>
<th>Grade Instruments</th>
<th>% of Final Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graded Introduction</td>
<td>01%</td>
</tr>
<tr>
<td>Research Paper</td>
<td>50%</td>
</tr>
<tr>
<td>Thesis Statement</td>
<td>10%</td>
</tr>
<tr>
<td>Annotated Bibliography</td>
<td>10%</td>
</tr>
<tr>
<td>Rough Draft</td>
<td>15%</td>
</tr>
<tr>
<td>Forums</td>
<td>09%</td>
</tr>
<tr>
<td>Peregrine Testing</td>
<td>05%</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
</tr>
</tbody>
</table>
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**Course Outline**

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic(s)</th>
<th>Learning Objective(s)</th>
<th>Reading(s)</th>
<th>Assignment(s)</th>
</tr>
</thead>
</table>
| 1    | Introduction       | - Evaluate a specific issue in the field of Criminal Justice;  
- Develop a topic/problem statement (including a proposed solution) based on an issue in Criminal Justice;                                           | Weekly Lesson                                                            | Graded Introduction: Post in Forum  
Forum-(Initial Post due Thursday and 2 replies due Sunday of this week) Please View Grading Rubric in Lessons  
Submit Proposed Thesis |
| 2    | Make a tentative   | - Develop a                                                                                                                                                    | Weekly                                                                    | Forum-(Initial Post due Thursday and 2 replies)                                                        |
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|   | outline Organize Notes | topic/problem statement based on an issue in criminal justice; journals and peer reviewed articles.  
· Demonstrate ability to successfully cite university online library database sources pertaining to scholarly journals and peer-reviewed articles; | Lesson Articles located in APUS Library in the Course Materials Section in eReserves. | due Sunday of this week) Please View Grading Rubric in Lessons |
<table>
<thead>
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<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>Create and Annotated Bibliography</td>
<td>· Demonstrate ability to successfully cite university online library database sources pertaining to scholarly journals and</td>
<td>Weekly Lesson Articles located in APUS Library in the Course Materials Section in eReserves.</td>
<td>Forum-(Initial Post due Thursday and 2 replies due Sunday of this week) Please View Grading Rubric in Lessons</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Start Working on Annotated Bibliography due Week 4</td>
</tr>
<tr>
<td>4</td>
<td>Continue to Create an Annotated Bibliography</td>
<td>peer-reviewed articles; · Prepare an annotated bibliography based on research from the online library databases;</td>
<td>Weekly Lesson Articles located in APUS Library in the Course Materials Section in eReserves.</td>
<td>Submit Annotated Bibliography Assignment: Revise and re-submit any assignments that the instructor may have sent back for revision.</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>5</td>
<td>Draft of Research Paper</td>
<td>· Evaluate a specific issue in the field of Criminal Justice; · Develop a topic/problem</td>
<td>Weekly Lesson Articles located in APUS Library in the Course Materials</td>
<td>Forum-(Initial Post due Thursday and 2 replies due Sunday of this week) Please View Grading Rubric in Lessons Submit Rough Draft</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Statement (including a proposed solution) based on an issue in Criminal Justice;</td>
<td>Section in eReserves.</td>
<td></td>
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<tr>
<td>---</td>
<td>---</td>
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</tr>
<tr>
<td></td>
<td></td>
<td>· Demonstrate ability to successfully cite university online library database sources pertaining to scholarly journals and peer-reviewed articles;</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>· Apply successfully various rules related to APA style writing and format, including citations and references;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Revise As Needed - final paper</td>
<td>· Evaluate a specific issue in the field of Criminal Justice;</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>· Develop a topic/problem statement</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Weekly Lesson Articles located in APUS Library in the Course Materials Section in Forum-(Initial Post due Thursday and 2 replies due Sunday of this week) Please View Grading Rubric in Lessons Make revisions to paper as necessary.</td>
<td></td>
</tr>
</tbody>
</table>
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<table>
<thead>
<tr>
<th>Week</th>
<th>Assignment</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>Submit final paper for grading</td>
<td>· Evaluate a specific issue in the field of Criminal Justice</td>
<td>eReserves.</td>
</tr>
</tbody>
</table>

- Demonstrate ability to successfully cite university online library database sources pertaining to scholarly journals and peer-reviewed articles;
- Apply successfully various rules related to APA style writing and format, including citations and references;
- eReserves.
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<table>
<thead>
<tr>
<th>Library in the Course Materials Section in eReserves.</th>
<th>Lessons</th>
<th>Final Paper Due – Automated TurnItin submission below 20%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Justice;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>· Develop a topic/problem statement (including a proposed solution) based on an issue in Criminal Justice;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>· Demonstrate ability to successfully cite university online library database sources pertaining to scholarly journals and peer-reviewed articles;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>· Apply successfully various rules related to APA style writing and format, including citations and references;</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| 8 | **Winding Things Up** | · Evaluate a specific issue in the field of Criminal Justice;  
· Develop a topic/problem statement (including a proposed solution) based on an issue in Criminal Justice;  
· Demonstrate ability to successfully cite university online library database sources pertaining to scholarly journals and peer-reviewed articles;  
· Apply successfully various rules related to APA style writing and format, including  
Weekly Lesson Articles located in APUS Library in the Course Materials Section in eReserves. | After Sunday of Week 8 No Student Course Material i.e., Assignments shall be Accepted by the Instructor for Grading. Peregrine Testing |
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Please see the Student Handbook to reference all University policies. Quick links to frequently asked question about policies are listed below.

- Drop/Withdrawal Policy
- Plagiarism Policy
- Extension Process and Policy
- Disability Accommodations

Writing Expectations

All written submissions should be submitted in a font and page set-up that is readable and neat. It is recommended that students try to adhere to a consistent format, which is described below.

- Typewritten in double-spaced format with a readable style and font and submitted inside the electronic classroom (unless classroom access is not possible and other arrangements have been approved by the professor).
- 12 - Point font Times New Roman style.
- Page margins Top, Bottom, Left Side and Right Side = 1 inch, with reasonable accommodation being made for special situations and online submission variances.

CITATION AND REFERENCE STYLE

Assignments completed in a narrative essay or composition format must follow APA guidelines. This course will require students to use the citation and reference style established by the American Psychological Association.
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**Late Assignments**

Students are expected to submit classroom assignments by the posted due date and to complete the course according to the published class schedule. As adults, students, and working professionals, I understand you must manage competing demands on your time. Should you need additional time to complete an assignment, please contact me before the due date so we can discuss the situation and determine an acceptable resolution. Routine submission of late assignments is unacceptable and may result in points deducted from your final course grade.

**Deductions:**

**Late forum posts can be penalized up to 5 points per day**

**Late assignments can be penalized up to 5 points per day**

**Netiquette**

Online universities promote the advance of knowledge through positive and constructive debate--both inside and outside the classroom. Forums on the Internet, however, can occasionally degenerate into needless insults and flaming. Such activity and the loss of good manners are not acceptable in a university setting--basic academic rules of good behavior and proper Netiquette must persist. Remember that you are in a place for the fun and excitement of learning that does not include descent to personal attacks, or student attempts to stifle the forum of others.

**Technology Limitations:** While you should feel free to explore the full-range of creative composition in your formal papers, keep e-mail layouts simple. The Educator classroom may not fully support MIME or HTML encoded messages, which means that bold face, italics, underlining, and a variety of color-coding or other visual effects will not translate in your e-mail messages.

**Humor Note:** Despite the best of intentions, jokes and--especially--satire can easily get lost or taken seriously. If you feel the need for
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humor, you may wish to add emoticons to help alert your readers: ;-), :)

Disclaimer Statement

Course content may vary from the outline to meet the needs of this particular group.

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Online Library

ONLINE LIBRARY RESEARCH CENTER & LEARNING RESOURCES

The Online Library is available to enrolled students and faculty from inside the electronic campus. This is your starting point for access to online books, subscription periodicals, and Web resources that are designed to support your classes and generally not available through search engines on the open Web. In addition, the Online Library provides access to special learning resources, which the University has contracted to assist with your studies. Questions can be directed to librarian@apus.edu.

- **Charles Town Library and Inter Library Loan:** The University maintains a special library with a limited number of supporting volumes, collection of our professors’ publication, and services to search and borrow research books and articles from other libraries.
- **Electronic Books:** You can use the online library to uncover and download over 50,000 titles, which have been scanned and made available in electronic format.
- **Electronic Journals:** The University provides access to over 12,000 journals, which are available in electronic form and only through limited subscription services.
- **Tutor.com:** AMU and APU Civilian & Coast Guard students are eligible for 10 free hours of tutoring provided by APUS. Tutor.com connects you with a professional tutor online 24/7 to provide help with assignments, studying, test prep, resume writing, and more. Tutor.com is tutoring the way it was meant to be. You get expert tutoring whenever you need help, and you work one-to-one with your tutor in your online classroom on your specific problem until it is done.
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The AMU/APU Library Guides provide access to collections of trusted sites on the Open Web and licensed resources on the Deep Web. These are specially tailored for academic research at APUS:

- Program Portals contain topical and methodological resources to help launch general research in the degree program. To locate, search by department name or navigate by school.

- Course Lib-Guides narrow the focus to relevant resources for the corresponding course. To locate, search by class code (e.g., SOCI111) or class name.

If a guide you need isn't available yet, let us know by emailing the APUS Library: librarian@apus.edu

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Turnitin.com

- Turnitin.com: Turnitin.com is a tool to improve student research skills that also detect plagiarism. Turnitin.com provides resources on developing topics and assignments that encourage and guide students in producing papers that are intellectually honest, original in thought, and clear in expression. This tool helps ensure a culture of adherence to the University's standards for intellectual honesty. Turnitin.com also reviews students' papers for matches with Internet materials and with thousands of student papers in its database, and returns an Originality Report to instructors and/or students.

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Selected Bibliography


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