

I. COURSE DESCRIPTION:

This course will introduce the student to the various security devices and processes used in private security/loss prevention settings. The student will be introduced to the concept of risk analysis and security surveys.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the student will demonstrate the ability to:

1. List and define the elements of risk analysisPotential Elements of the Performance:

- a. list and discuss the impacts of honesty studies on risk management
- b. list and describe security facts that impact of risk management
- c. understand the loss to sales ratio concept
- d. list and describe the concepts of rational choice and the approaches to defeat criminal activity
- e. list and describe the element of crime and their impact on risk management
- f. list and describe the loss event triangle and its implication on risk management
- g. understand the implication of security versus civil liberty and its impact on risk management
- h. list and describe the sources of loss and their implication on risk management
- i. List and describe the laws of loss prevention
- j. list and describe the levels of security
- k. list and describe today's threat environment
- l. define and explain the term, "risk management"
- m. describe and define the term, "probability of risk"
- n. describe and define the term, "vulnerability to risk"
- o. describe and define the term, "loss event criticality"
- p. p. list and describe the elements of risk reduction

2. List and define the process of conducting loss control/loss prevention and security surveysPotential Elements of the Performance:

- a. list and define the construction standards and requirements for security
- b. list and discuss the performance goals of a security system
- c. list and discuss the elements of a survey
- d. conduct and provide a written loss control/loss prevention/security survey of a business.

3. List and describe the attributes/types of barriersPotential Elements of the Performance:

- a. list and discuss the purposes of barriers
- b. list and discuss the considerations for barrier protection
- c. list and discuss the requirements of barrier types

4. List and describe the attributes/types of locking mechanismsPotential Elements of the Performance:

- a. list and discuss the strengths and weaknesses of locks
- b. list and discuss the considerations for locking devices
- c. identify and discuss the types of locking devices
- d. identify the basic parts of locking devices
- e. identify the types of locking bolt types
- f. identify and describe the types of keyed locking mechanisms
- g. identify and describe the processes of key control

5. List and describe the attributes/types of doors and windowsPotential Elements of the Performance:

- a. identify door types and materials used for security
- b. identify door standards for security
- c. identify security considerations for windows
- a. d. identify the types of windows

6. List and describe the attributes/types of close circuit televisionPotential Elements of the Performance:

- a. identify and discuss the purpose of CCTV
- b. identify the components of a CCTV system
- c. identify and discuss the advantages and disadvantages of CCTV

7. List and describe the attributes/types of alarm systemsPotential Elements of the Performance

- a. list and describe the purposes of intrusion detection systems (alarms)
- b. list and discuss the factors affecting the operation of alarms
- c. list and describe the types of alarms and their attributes

8.**List and discuss the attributes/types of access control**Potential Elements of the Performance

- a. list and discuss the issues of access control
- b. list and discuss personnel access control systems
- c. list and discuss vehicle access control systems

9.**List and discuss lighting control systems**Potential Elements of the Performance

- a. list and discuss the general requirements for lighting
- b. list and discuss the principles of protective lighting
- c. list and discuss the types of lighting, lamps, and purpose of each
- d. list and discuss the employment of lighting factors

10.**List and discuss security containers and storage areas**Potential Elements of the Performance

- a. list and discuss the types of containers
- b. describe the burglary and fire protection concept for containers

III. TOPICS:

1. Introduction to risk analysis and the security survey
2. Barriers
3. Locking mechanisms
4. Windows and doors
5. Close circuit television
6. Alarm systems
7. Access Control
8. Lighting
9. Security containers and storage areas

IV. REQUIRED RESOURCES/TEXTS/MATERIALS

Handouts provided by the instructor

V. EVALUATION PROCESS/GRADING SYSTEM:

Survey	30 marks
Mid-term	30 marks
Final exam	40 marks

Re-writes of tests or exams are not permitted.

All assignments must be typed, double spaced, and have a cover page.

Failure to notify the professor of exam absence prior to the exam will result in a "0" grade assigned.

The following semester grades will be assigned to students in post secondary courses:

<u>Grade</u>	<u>Definition</u>	<u>Grade Point Equivalent</u>
A+	90 - 100%	4.00
A	80 - 89%	4.00
B	70 - 79%	3.00
C	60 - 69%	2.00
F (Fail)	59% or below	0.00
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field placement or non-graded subject areas.	

U	Unsatisfactory achievement in field placement or non-graded subject areas.
X	A temporary grade. This is used in limited situations with extenuating circumstances giving a student additional time to complete the requirements for a course (see <i>Policies & Procedures Manual – Deferred Grades and Make-up</i>).
NR	Grade not reported to Registrar's office. This is used to facilitate transcript preparation when, for extenuating circumstances, it has not been possible for the faculty member to report grades.

NOTE: This course requires a 60% mark or better to be credited for graduation

NOTE: Mid Term grades are provided in theory classes and clinical/field placement experiences. Students are notified that the midterm grade is an interim grade and is subject to change.

VI. SPECIAL NOTES:

Course Outline Amendments:

The professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

Retention of Course Outlines:

It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

Prior Learning Assessment:

Students who wish to apply for advance credit transfer (advanced standing) should obtain an Application for Advance Credit from the program coordinator (or the course coordinator regarding a general education transfer request) or academic assistant. Students will be required to provide an unofficial transcript and course outline related to the course in question. Please refer to the Student Academic Calendar of Events for the deadline date by which application must be made for advance standing.

Credit for prior learning will also be given upon successful completion of a challenge exam or portfolio.

Substitute course information is available in the Registrar's office.

Disability Services:

If you are a student with a disability (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Disability Services office. Visit Room E1101 or call Extension 2703 so that support services can be arranged for you.

Communication:

The College considers **WebCT/LMS** as the primary channel of communication for each course. Regularly checking this software platform is critical as it will keep you directly connected with faculty and current course information. Success in this course may be directly related to your willingness to take advantage of the **Learning Management System** communication tool.

Plagiarism:

Students should refer to the definition of “academic dishonesty” in *Student Code of Conduct*. A professor/instructor may assign a sanction as defined below, or make recommendations to the Academic Chair for disposition of the matter. The professor/instructor may:

- i. issue a verbal reprimand,
- ii. make an assignment of a lower grade with explanation,
- iii. require additional academic assignments and issue a lower grade upon completion to the maximum grade “C”,
- iv. make an automatic assignment of a failing grade,
- v. recommend to the Chair dismissal from the course with the assignment of a failing grade.

In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

Student Portal:

The Sault College portal allows you to view all your student information in one place. **mysaultcollege** gives you personalized access to online resources seven days a week from your home or school computer. Single log-in access allows you to see your personal and financial information, timetable, grades, records of achievement, unofficial transcript, and outstanding obligations. Announcements, news, the academic calendar of events, class cancellations, your learning management system (LMS), and much more are also accessible through the student portal. Go to <https://my.saultcollege.ca>.

Electronic Devices in the Classroom:

Students who wish to use electronic devices in the classroom will seek permission of the faculty member before proceeding to record instruction. With the exception of issues related to accommodations of disability, the decision to approve or refuse the request is the responsibility of the faculty member. Recorded classroom instruction will be used only for personal use and will not be used for any other purpose. Recorded classroom instruction will be destroyed at the end of the course. To ensure this, the student is required to return all copies of recorded material to the faculty member by the last day of class in the semester. Where the use of an electronic device has been approved, the student agrees that materials recorded are for his/her use only, are not for distribution, and are the sole property of the College.

Attendance:

Sault College is committed to student success. There is a direct correlation between academic performance and class attendance; therefore, for the benefit of all its constituents, all students are encouraged to attend all of their scheduled learning and evaluation sessions. This implies arriving on time and remaining for the duration of the scheduled session.

It is the departmental policy that once the classroom door has been enclosed, the learning process has begun. Late arrivers will not be granted admission to the room.

**SECURITY HARDWARE
CJS 420
Winter**

**Take-home Assignment
Loss Control/ Loss Prevention/Security Survey**

Purpose: to allow the students the opportunity to closely examine a business/home/organization, its construction, natural security attributes, and applied security measures. The student will apply knowledge of vulnerability, surveys and security hardware to make loss control/loss prevention and security recommendations for improvement to the business/home/organization surveyed.

Steps: Step 1

The student will contact and obtain permission of a business/home/organization owner/manager to conduct a security survey. A typed check list particular to the survey site will be developed. The site selection, check list, and approval for the survey will be discussed with the instructor prior to completing the survey.

Step 2

The student will conduct the survey using a specifically developed check sheet for that particular business/home/organization. The survey will cover specific site description, vulnerability matrix, barriers, locking mechanisms, windows and doors, CCTV application, alarm system application, access control procedures, lighting, and container/storage areas. WAECUP will also be addressed. Photographs of critical areas/issues will be taken and submitted as a part of your report.

Step 3

Complete a typed, double spaced report outlining, in detail, your findings. Include recommendations to improve security for the property surveyed. Rationale must be provided for each recommendation, in sufficient detail, to convince the owner to adopt the recommendation.

Parameters: **This an individual assignment.** Plagiarism and copying is not allowed. The assignment must include a cover page, be typed with double spacing, and submitted in a three ring binder. Marks will be assigned as follows:

Level of detail	10 marks
Presentation (readability/organization/layout)	5 marks
Soundness of recommendations	10 marks
Appropriateness of device for application	5 marks

30 marks

Due Date: 1st class closest to 11 April
Late assignments will not be accepted for marking