

- 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 analysis**

Potential 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. list and describe the elements of risk reduction

2. **List and define the process of conducting security surveys**

Potential 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 security survey
- d. conduct and provide a written security survey of a business.

- 3. List and describe the attributes/types of barriers**
Potential 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 mechanisms**
Potential 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 windows**
Potential 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
 - d. identify the types of windows

- 6. List and describe the attributes/types of close circuit television**
Potential 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 systems**
Potential 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

- List and discuss the attributes/types of access control**

8. 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 areasPotential 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:(note, textbook is also used in Introduction to Private Security, CJS 415)

Principles of Security and Crime Prevention 4th Ed, Pamela A. Collins, Truett A. Ricks, and Clifford W. Van Meter, Anderson Publishing Company
Handouts provided by the instructor

V. EVALUATION PROCESS/GRADING SYSTEM:

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

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%	3.75
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.

VI. SPECIAL NOTES:

Special Needs:

If you are a student with special needs (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your instructor and/or the Special Needs office. Visit Room E1204 or call Extension 493, 717, or 491 so that support services can be arranged for you.

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 post secondary institutions.

Plagiarism:

Students should refer to the definition of “academic dishonesty” in *Student Rights and Responsibilities*. Students who engage in “academic dishonesty” will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course/program, as may be decided by the professor/dean. 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.

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.

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

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.

VII. PRIOR LEARNING ASSESSMENT:

Students who wish to apply for advanced credit in the course should consult the professor. Credit for prior learning will be given upon successful

completion of a challenge exam or portfolio.

VIII. DIRECT CREDIT TRANSFERS:

Students who wish to apply for direct credit transfer (advanced standing) should obtain a direct credit transfer form from the Dean's secretary. Students will be required to provide a transcript and course outline related to the course in question.

Mid-term Exam (30 marks)

Learning objectives 1-4

Final Exam (30 marks)

Learning Objectives 5-10

Security Survey (40 marks)

Learning Objectives 1- 10

Reading Assignments

- Learning Objective 1** - Chapter 5 and 8 Principles of Security and Crime Prevention 4th Ed
- Handouts/notes
- Learning Objective 2** - Chapter 5 Principles of Security and Crime Prevention 4th Ed
- Learning Objective 3** - Chapter 9 Principles of Security and Crime Prevention 4th Ed
- Learning Objective 4** - Chapter 10 Principles of Security and Crime Prevention 4th Ed
- Learning Objective 5** - Chapter 9 Principles of Security and Crime Prevention 4th Ed
- Handout/notes
- Learning Objective 6** - Chapter 11 Principles of Security and Crime Prevention 4th Ed
- Handouts/notes
- Learning Objective 7** - Chapter 11 Principles of Security and Crime Prevention 4th Ed
- Handouts/notes
- Learning Objective 8** - Chapter 10 Principles of Security and Crime Prevention 4th Ed
- Handouts/notes
- Learning Objective 9** - Chapter 9 Principles of Security and Crime Prevention 4th Ed
- Handouts/notes
- Learning Objective 10** - Chapter 11 Principles of Security and Crime Prevention 4th Ed
- Handouts/notes

SECURITY HARDWARE
CJS 420
Fall, 2003

Take-home Assignment
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, security surveys and security hardware to make 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. 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 13 December, 2003

Late assignments will not be accepted for marking

NOTE: Dual enrolled students in CJS 428 and CJS 420 cannot use the same residence or business for both surveys.