

**SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY**

**SAULT STE. MARIE, ONTARIO**



Sault College

**COURSE OUTLINE**

**COURSE TITLE:** Seminar and Comprehensive Exam  
**CODE NO. :** PFP409 **SEMESTER:** 4  
**PROGRAM:** Police Foundations  
**AUTHOR:** James J. Euale  
**DATE:** Jan/02 **PREVIOUS OUTLINE DATED:** Jan/01  
**APPROVED:**

	_____	_____
	<b>DEAN</b>	<b>DATE</b>
<b>TOTAL CREDITS:</b>	3	
<b>PREREQUISITE(S):</b>	None	
<b>HOURS/WEEK:</b>	2	

**Copyright © 2002 The Sault College of Applied Arts & Technology**  
*Reproduction of this document by any means, in whole or in part, without prior written permission of Sault College of Applied Arts & Technology is prohibited.*  
*For additional information, please contact Judi Maundrell, Dean*  
*School of Health and Human Services*  
*(705) 759-2554, Ext. 603/689*

**I. COURSE DESCRIPTION:**

This course is designed to familiarize the student with the entry level testing requirements of Policing in the Province of Ontario. Emphasis will be placed on the preparatory nature of the GAT-B, Prep, Written Communication and BPAD tests. Exercises have been developed to increase skill levels to prepare for the noted tests. In addition, mathematical and communications skills will be developed to ensure maximum performance by student applicants.

**II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:**

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

- 1.1 Understand and demonstrate strategies for improvement in GAT-B test scores.
- 1.2 Demonstrate improvement on GAT-B test score from initial test.
  
- 2.1 Understand and demonstrate functional oral communication skills required.
- 2.2 Demonstrate the ability to analyze and state objectives to a police investigation.
- 2.3 Demonstrate the ability to communicate clear and concise verbal instructions.
- 2.4 Demonstrate the ability to understand oral police communications.
  
- 3.1 Understand and demonstrate functional written communication skills.
- 3.2 Demonstrate the ability to analyze written police reports.
- 3.3 Demonstrate the ability to produce concise written police reports.
- 3.4 Demonstrate the ability to issue written police orders.
  
- 4.1 Demonstrate an ability to recognize cultural diversity.
- 4.2 Demonstrate the ability to recognize the need for respect for cultural sensitivity.
- 4.3 Demonstrate the ability to deal with clients as individuals.
- 4.4 Recognize and deal with diverse populations and minorities
  
- 5.1 Recognize and demonstrate a high level of knowledge of cardio-vascular training.
- 5.2 Demonstrate the ability to plan a successful exercise program.
- 5.3 Demonstrate the ability to recognize dangers in specific lifestyle choices.
- 5.4 Demonstrate an increase in PREP performance over initial testing.
  
- 6.1 Take part in mock employment (police) job interview.
- 6.2 Recognize the standards of behaviour sought in police recruits.
- 6.3 Successfully complete a police employment interview.

**III. TOPICS:**

1. Basic GAT-B Expectations
2. Basic Communication Skills – Oral
3. Basic Communication Skills – Written
4. Preparation for Sensitivity in BPAD Testing
5. Conditioning and Exercises for Maximum Efficiency in PREP Testing
6. Interviewing Skills

**IV. REQUIRED RESOURCES/TEXTS/MATERIALS:**

Text not required.

**V. EVALUATION PROCESS/GRADING SYSTEM:**

There is no exam requirement for grading in this course. The student's participation is paramount to success in this course and therefore, a student must attend and participate in at least 80% of the classes. This is a pass or fail grade only. Participation is to be determined by the professor through recording of attendance.

***The following semester grades will be assigned to students in postsecondary 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
R (Repeat)	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 &amp; 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 postsecondary 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.

## VII. PRIOR LEARNING ASSESSMENT:

There are no prior learning assessments for this course.

## 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.