



Keele University

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PRINCIPAL

Forensic Science

Important information for
2012-2013

Summary of the

Level 2 UNDERGRADUATE HANDBOOK

Programme for Week 1

Wednesday 2nd October	10.00 - 11.30am Welcome back and introductory lecture/pre-lab session, LJ1.80
Thursday 3rd October	5-6pm Lecture CHE-20011 (LJ1.75)
Friday 4th October	4-5pm Lecture CHE-20011 (LJ1.75)

Welcome to this synopsis of essential information for level 2 Forensic Science students for the academic year 2013-14.

It is however essential that you read the:

“Forensic Science Course Handbook 2013-14”

before you start attending lectures and laboratory classes. This can be found on the website:

<http://www.keele.ac.uk/depts/forensic/>

You will find module outlines and learning resources at:

<https://students.keele.ac.uk/webapps/login/>

IMPORTANT CONTACTS

COURSE LEADER

Dr Craig D. Adam **LJ 1.47** **(7)33854** c.d.adam@keele.ac.uk

Craig Adam oversees the operation of the Forensic Science undergraduate programme. He is Chair of the Forensic Science Learning and Teaching Committee and reports directly to the main School Committee.

LEVEL 2 TUTOR

Dr Falko P. Drijfhout **LJ1.36** **(7)33043** f.drijfhout@keele.ac.uk

Falko Drijfhout is responsible for the pastoral care of all 2nd Year Forensic Science undergraduates and it is important that he is informed of any circumstances, medical or otherwise, that affect your academic work.

The **School Office** (LJ0.016) is an important source of information and for contact with academic staff. The Forensic Science secretary is Pat Thompson.

For academic or other guidance at Keele, from outside the School of Physical and Geographical Sciences, contact:

STUDENT SUPPORT DIVISION:

<http://www.keele.ac.uk/studentsupport/>

LEARNING SUPPORT ACADEMIC GUIDANCE:

<http://www.keele.ac.uk/sll/>

COURSE STRUCTURE

A detailed description of the Forensic Science programme appears in the course website.

LEVEL 2 MODULES

There are **FOUR** core modules for Forensic Science at level 2.

AUTUMN SEMESTER	SPRING SEMESTER
CHE-20021 Forensic Genetics	CHE-20010 Criminalistic Methods
CHE-20011 Spectroscopy and Advanced Analysis	CHE-20012 Drugs of Abuse

MODULE OUTLINES

The module outlines provide detailed synopses of each module with learning outcomes and suggested study reading. They are posted on the relevant Blackboard learning resources web pages, together with teaching materials relevant to your course:

<https://students.keele.ac.uk/webapps/login/>

MODULE SUMMARIES

CHE-20021 Forensic Genetics

This module studies the manipulation and analysis of genetic material and looks at some of DNA fingerprinting/ sequencing techniques relevant to forensic science. Further genetic engineering topics are also included. The lectures run on Wednesday morning, 11-12noon and Friday afternoon 3-4pm (weeks 1-5 & 11) and on Monday 12-1 and Wednesday 10-11 (weeks 6-10) with laboratory sessions on Monday morning (10-12noon) during weeks 2-9.

Module Tutor: Amy Cowles

CHE-20011 Spectroscopy and Advanced Analysis

This module covers a wide range of modern spectroscopic and related techniques for the characterisation of forensic materials including chromatography, mass spectrometry, and elemental analysis. Laboratory work on forensic applications is included. The lectures are at 5-6pm on Thursday and 4-5pm on Friday (starting in week 1) with ten laboratory sessions within the split group slots – Tuesday or Thursday am – starting in week 2.

Module Tutor: Dr Falko Drijfhout

CHE-20010 Criminalistic Methods

This module focuses on those topics within forensic science, which depend on enhancing and characterising images using physiochemical techniques, such as blood-stains, documents, fingerprints, marks and impressions. It includes the development of forensic laboratory and reporting skills. There are two lectures each week: Monday 3-4pm and Tuesday 9-10am complemented by eight laboratory sessions within the split group/core slots – Monday or Tuesday am – starting in week 2. The module will also incorporate a guest lecture.

Module Tutor: Dr Craig Adam

CHE-20012 Drugs of Abuse

This module will develop your understanding of the systematic abuse of drugs and alcohol and introduce the relevant legal issues. Aspects of pharmacology and toxicology will be introduced in looking at drug classification and analytical techniques. The weekly lectures are on Monday 4-5pm and Friday 2-3pm, complemented by eight laboratory sessions within the split group/core slots – Monday or Thursday am – starting in week 2.

Module Tutor: Dr David Thompson

LABORATORY CLASSES

ATTENDANCE AT LABORATORY CLASSES IS COMPULSORY; A REGISTER MUST BE TAKEN AT THE BEGINNING OF EACH CLASS AND YOU ARE EXPECTED TO WORK ON YOUR LABORATORY ASSIGNMENT DURING THE ENTIRE TWO OR THREE-HOUR PERIOD. YOU WILL RECORD YOUR WORK IN A LABORATORY DIARY, WHICH WILL BE MARKED AND WILL CONTRIBUTE TO YOUR ASSESSMENT.

ASSESSMENT

A statement of the University's assessment procedures "General Regulations for University Examinations and Assessments", including details concerning the publication of results, can be found in the Academic Regulations and Guidance for Students and Staff

<http://www.keele.ac.uk/regulations/regulation8/>

All level 2 modules: CHE-20010, CHE-20011, CHE-20012 and CHE-20021 are assessed through a combination of examination and coursework (assignments and/ or laboratory work). A contribution from your marked laboratory notebook forms part of your laboratory mark. The weighting of the separate components is shown in the table below.

Module	Examination	Laboratory	Assignments/tests/presentations
CHE-20021	50%	30%	20%
CHE-20010	50%	30%	20%
CHE-20011	40%	40%	20%
CHE-20012	50%	30%	20%

The laboratory component of assessment includes both your laboratory notebook and laboratory reports. The assignments are often skills based and you will meet a variety of coursework tasks throughout the course.

THE OVERALL PASS MARK IS 40% FOR ALL LEVEL 2 FORENSIC SCIENCE MODULES, NORMALLY SUBJECT TO ACHIEVING A MINIMUM MARK OF 30% IN THE EXAMINATION AND 40% IN THE LABORATORY COMPONENTS (e.g. an exam mark of 25% combined with 80% for laboratory work and 50% for the assignments will not receive a pass, even though the overall mark exceeds 40%).

Modules with grades below 40% will require reassessment. Reassessment will take the form of either a two hour re-examination, a requirement to complete outstanding practical work during the reassessment period, written assignment work, or a combination of all three depending on the details of individual cases. The re-examination of Autumn Semester modules is held during the Easter vacation and Spring Semester modules is held during the summer vacation in late August, and any required written work must be submitted by a specified date. The maximum mark available for a re-assessed module is 40%.

EXAMINATIONS

Examinations take place during January for semester 1 modules (Monday 13th January 2014 - Friday 24th January 2014) and in April/May for semester 2 modules (Monday 28th April 2014 - Friday 9th May 2014).

You should consult the University calendar for details of this.

<http://www.keele.ac.uk/depts/aa/undergraduate/sci/courseinfo.htm>

LABORATORY WORK

Specific guidance will be given about the format of laboratory reports for each module.

You must possess a hardback laboratory notebook in which to record all observations, calculations and experimental data. You will be given guidelines on how to maintain a laboratory notebook at the beginning of the Autumn Semester.

Your laboratory notebook is assessed at the end of each module and contributes to the credit for the practical component of each module.

YOUR LABORATORY NOTEBOOK FORMS AN INTEGRAL PART OF THE ASSESSMENT OF YOUR LABORATORY CLASSES. YOU MUST ENSURE THAT YOUR LABORATORY BOOK IS KEPT UP-TO-DATE AND IS SIGNED BY A DEMONSTRATOR OR MEMBER OF STAFF AFTER EACH LABORATORY CLASS.

If you fail to complete your experimental work during the specified laboratory time and fail the module as a consequence of not having acquired your own data or results, you may be required to return to Keele during the reassessment period to complete any outstanding experiments.

ORAL PRESENTATIONS

You will give oral presentations during the year, as part of your skills assignments. Your presentation may be videoed so that you can observe and assess your own performance. Guidance on these oral presentations will be given. Other students from your class and the academic staff assess the presentations. You will be given feedback on your presentation.

FINAL DEGREE CLASSIFICATION

Marks from Level 2 modules **do count** towards your final degree classification. The degree aggregate is calculated on the sum of the level 3 marks plus half the sum of the level 2 marks. The level 2 weighting in the final classification is therefore 33%. You are normally expected to pass all level 2 modules to progress to level 3. However, one module within each principal subject, with a mark between 35%– 39% may be condoned by the final examination board. Degree assessment regulations can be found at:

<http://www.keele.ac.uk/depts/aa/regulationshandbook/degreeclass.htm>

**SEMESTER DATES 2013-2014
(LEVEL 2)**

AUTUMN SEMESTER

Teaching Weeks (1 – 12):

Monday 30th September 2013 to Friday 20th December 2013

Christmas Vacation:

Saturday 21st December 2013 to Sunday 12th January 2014

Examinations and Assessment* :

Monday 13th January 2013 - Friday 24th January 2014

SPRING SEMESTER

Teaching Weeks (1 – 10):

Monday 27th January 2014 to Friday 4th April 2014

Easter Vacation:

Saturday 5th April 2014 to Sunday 27th April 2014

Teaching Weeks (11-12)

Monday 5th May – Friday 16th May 2013

Examinations and Assessment* :

Monday 19th May 2014 - Friday 30th May 2014

Academic Year ends on Friday 13th June 2014

Re-examination periods* :

Semester 1: Monday 23rd April – Friday 29th April 2013

Semester 2: Monday 18th August – Friday 22nd August 2013

* (subject to confirmation)

<http://www.keele.ac.uk/depts/aa/undergraduate/sci/courseinfo.htm>