

Institute for Criminal Justice

Daytona State College



FDLE Advanced Report Writing CJSTC Course # 068

40 Hours

Monday, May 19 – Friday, May 23, 2025
8 AM – 5 PM

Location: [DSC Advanced Technology College](#)

Salary Incentive or Mandatory Retraining

COURSE: This course focuses on practical report writing for criminal justice officers. The material focuses on identification of problem writing areas, grammar improvement, and narrative writing skills. Students must pass a written end-of-course exam with a score of 80% or better.

TOPICS: Basic grammar, report writing concepts, narrative writing techniques, and preparation of documents for criminal prosecution are covered in an interactive and practical way. Scenarios for report writing are used to provide hands-on writing experience.

NOTE: Students should bring a thumb drive, paper, pen, and highlighters to class each day. Students must attend all sessions of the course. Students must be able to type and use Microsoft Word or similar word processing program. Computer lab access will be available to students.

INSTRUCTOR: DSC Adjunct, Captain Sherif El-Shami and Investigator Ken Jones

**THIS TRAINING COURSE IS CJSTC TRUST FUNDED
REGION 7 OFFICERS HAVE FIRST SEATING PRIORITY**

TO REGISTER:

Please email a completed Daytona State College Training
Registration [Form](#) to
FDLETraining@daytonastate.edu



For more info, scan the code or
got to- <http://bit.ly/3yb9v64>

Questions?

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