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11th ANNUAL
FORENSICS
WORLD®
CSI CHALLENGE

COMPETITION
GUIDELINE
MANUAL



June 6th, 2011

www.forensicsworld.com

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COMPETITION LOGISTICS

1. **Day, Date, & Time of Competition:** Monday, June 6, 2011
8:00 am until 6:00 pm
2. **Location of Competition:** Student Activity Center, Stony Brook University,
Stony Brook, New York.
3. **Directions to Competition:** Long Island Expressway to Exit 62 North. Take
Nichols Road (Route 97 North) for 9 miles. The main entrance to the
campus is on the left. Proceed to the Student Activities Center located on Campus
Drive. See the campus map at <http://www.stonybrook.edu/sb/map/newmap.pdf>.
The Student Activities Center is located at “C5” on the map grid.
4. **Transportation to Competition:** Transportation must be provided by your
school district. For purposes of making arrangements with your transportation
provider, please note your team must report to the Stony Brook Student Activities
Center by 7:45 a.m. Late teams may experience a considerable
disadvantage in the tournament. Please make every effort to be on time. Teams
will be dismissed at **6:00 p.m.**

II. **COMPETITION SCHEDULE:**

1. Adherence to the following time-schedule, and your prompt arrival is critical to the success of the competition.

7:45 am	Arrival at the Stony Brook University Student Activity Center
7:45 am - 8:15 am	Registration by Team Captains, Team to Auditorium
8:15 am – 8:45 am	Welcome, Briefing, Suspect Introduction
9:00 am – 4:00 pm	Crime Scene Processing, Interview & Interrogation, Lab Work, & Final Presentation Preparation (7 hours)
4:00 pm – 5:15 pm	Final Presentation, Evaluation and Cleanup
5:45 pm – 6:00 pm	Presentation of 1 st , 2 nd , 3 rd Place Awards
6:00 pm	Conclusion of Competition

2. **Lunch:**

(a) This will be considered a “working lunch” taken by students in organized shifts. Be mindful, over 500 hundred (500) students will be eating lunch during a two hour period. We have implemented a system to assist in this undertaking. **Strict adherence is needed in order for the event to run smoothly.**

(b) At Registration the Team Captain will receive 12 pre-paid lunch tickets (each with a pre-printed Lunch Shift #) for your team. The tickets are to be distributed by the Team Captain in accordance with the information below. Do not lose these tickets, they cannot be replaced.

(c) Only three (3) members of each team will be allowed to eat during each designated shift below:

Lunch Shift # 1: 11:30 – 12:00 p.m.

Lunch Shift # 2: 12:00 – 12:30 p.m.

Lunch Shift # 3: 12:30 – 1:00 p.m.

Lunch Shift # 4: 1:00 – 1:30 p.m.

(d) The Team Captain will be responsible for deciding which three team members will eat during the designated shifts. Team Captains should consider balancing the respective jobs of the team members and the schedule constraints in deciding the Lunch Shift Assignments for your team.

(e) Students may only eat in designated lunch areas. These areas will be clearly indicated on the map of the Student Activity Center which the Team Captain will receive on the day of the competition at check-in.

(f) Under no circumstances may food be consumed in any of the areas containing the “Crime Scenes” (Ballroom, A, B, C and the Gallery), the Auditorium, or in any of the 3rd floor classrooms.

- (g) Students are responsible for placing all refuse in the garbage containers at the facility. Do not leave any mess or garbage in your eating area.
- (h) **Teachers will NOT be allowed to eat with their students.**
- (i) As lunch will not be provided until 11:30 a.m., it is recommended that students and teachers bring an adequate amount of snacks and drinks to provide for their needs until lunch is served.
- (j) Participants with special dietary concerns should provide their own lunch.

III. COMPETITION DRESS CODE:

1. Students are assuming the role of a professional investigator and are expected to dress accordingly to maintain a professional appearance. [**Shorts, mini skirts, tank tops, and any dress deemed ‘provocative’ or ‘sloppy’ is prohibited**]
2. **Points will be deducted from teams who are deemed inappropriately attired.**
3. Students are permitted to dress according to the theme if they desire, as long as it is done in a tasteful and professional manner. However, no additional points will be added to a team’s score if students dress according to the theme.
4. We reserve the right to decline participation in the competition to any student whose attire is deemed inappropriate.

IV. **EVALUATION SYSTEM**

1. The CSI Challenge features a comprehensive evaluation system to appraise competitors' techniques in a fair, objective, and impartial manner.
2. **Competition Evaluators**: The evaluators are expert law enforcement professionals from various state, local and federal agencies. They are to be treated with the utmost courtesy and respect throughout the competition.
3. **Identification of Competitors**:
 - (a) Each team will be assigned a random Team Identification Number prior to the competition.
 - (b) Each team member will be required to wear an **Identification Tag** containing ONLY the student's first name and the Team Identification Number. ***Do NOT include your last name on the tag***
4. Only the Team Identification Number will be used by the evaluators to reference your team throughout the evaluation process.
5. In order to ensure the names of the competing schools remain anonymous to the evaluators, competitors and teachers are cautioned to take all steps necessary to conceal your school name from the evaluators. Any identifying marks or school names written on equipment should be concealed with tape or another covering.
6. **Areas to be Evaluated**: Your team will be evaluated in the following fourteen (14) areas throughout the competition.
 - (1) Investigative Plan and Lead Sheet
 - (2) Leadership & Accountability
 - (3) Professionalism & Character
 - (4) Approach, Evaluation, Recognition, & Protection of Crime Scene
 - (5) Recording of Crime Scene and Physical Evidence
 - (6) Collection of Physical Evidence
 - (7) Preservation of Physical Evidence
 - (8) Scientific Examination & Interpretation of Physical Evidence
 - (9) Obtaining & Utilization of Exemplars
 - (10) Interview & Interrogation
 - (11) Management of Confidential Informant
 - (12) Utilization of Legal Assistance
 - (13) Final Presentation of Investigative & Analytical Findings

Refer to “**Section X: Required Skills**” for a detailed explanation of the areas to be evaluated.

7. **Total Score**: A final score will be calculated through a compilation of scores from the fourteen (14) areas listed above. After tallying the scores from these areas (minus any penalties accrued, if any), the team having accumulated the most points will be deemed the “first place winner.”
8. **Penalties**: Refer to “**Section VIII: Prohibited Activities**”
9. **Caution**: Students should be careful not to “telegraph” any technique or any ‘clue’ during the competition to other teams. By not being discreet, your team could provide a competitor with information or evidence they may not have otherwise obtained on their own.
10. **AWARDS**
 - (a) The following awards will be presented to competitors upon completion of the competition.

1st Place: Forensic Detectives’ Cup, Plaque, Crime Scene Processing Kit

2nd Place: Plaque, Crime Scene Processing Kit

3rd Place: Plaque, Crime Scene Processing Kit
 - (b) The First Place Team, who is awarded the **Forensic Detectives’ Cup**, will have their team name engraved on the trophy and will retain the trophy at their school until the next annual competition. The Forensics Detectives’ Cup is and will remain sole property of Forensics World.
 - (c) **Results / Standings**: The top twenty teams with the highest scores will be posted on the website or will be e-mailed the day after the competition. Any ranking beyond twentieth place will be made available upon request.
 - (d) All rankings determined by the competition evaluators are final.
 - (e) **Post Event Materials**: Within one week of the completion of the event the Team Advisor will receive a Final Competition Solution. This will include an explanation of the actual crime scenario, whodunit and how. A list of the evidence and its significance will be provided. This will allow team members and the advisor to consider what evidence they may have missed or misinterpreted so these skills can be improved for 2012. Additionally, a CSI Challenge Workshop will be held sometime in the Fall 2011 for Team Advisors to discuss the crime scenario.

V. **TEACHER / ADVISOR / ASSISTANT**

One (1) Teacher (“Advisor”) and one (1) Assistant are permitted to accompany each team and shall:

1. Assign an **alphabetic designation**, starting with the letter “A” if you have registered more than one team.
2. Assign a **Team Captain** for each team you are fielding.
3. Ensure ALL students critically read and familiarize themselves with the Competition Guideline Manual.
4. Ensure ALL students critically read the Murder-Mystery Scenario.
5. Ensure ALL students go to the web site, www.forensicsworld.com, to personally familiarize themselves with competition and obtain any posted updates. This responsibility should not fall upon one student.
6. Ensure ALL documents and reports are forwarded to the competition coordinators by the appropriate deadline.
7. Carefully assign areas of responsibility for the members of the investigative team, prior to the competition.
8. Discuss the **Competition Dress Code** with students and ensure their compliance and adherence to this mandate.
9. Notify competition coordinators, in advance, if there are any students with special needs.
10. Wear a **nametag** indicating the word “Teacher / Advisor,” or “Assistant” with the Team Identification Number.
11. Ensure **PROMPT ARRIVAL** at the competition.
12. Ensure all team members and advisors / assistants complete and sign the form, **“Permission to Videotape, Audiotape, and Use of Likeness.”**

VI. **YOUR FORENSIC INVESTIGATIVE TEAM**

1. We designed the CSI Challenge to be a fun, learning, and competitive experience. All competitors are expected to adhere to the highest principles of sportsmanship.
2. **Eligibility:** Team members must be currently enrolled high school students in good standing at their school and are to be selected by their teacher / advisor.
3. **Team Members:** Your forensic team may consist of up to twelve (12) members (a minimum of ten is required, but twelve members are recommended).
4. One student must be designated as the “**Team Captain**” (Lead Investigator) and must be clearly noted on the students’ nametag.

Example: Rachel
Team Captain
Team # 42

5. Two (2) students must be designated as “**Fingerprint Technician,**” and must be clearly noted on the students’ nametag.

Example: Bill
Fingerprint Technician
Team # 23

6. Two (2) students responsible as “**Interviewers & Interrogators,**” and must be clearly noted on the students’ nametag.

Example: Nancy
Interviewer & Interrogator
Team # 6

7. At least one student will be designated as the “**Computer Technician,**” who will be allowed to utilize a laptop throughout the competition in order to apply computer forensic techniques.

Example: Rich
Computer Technician
Team # 3

8. **Other Suggested Individual Job Responsibilities**

- Three (3) students responsible for **processing the crime scene**
- Four (4) students responsible for **crime lab work**
- Two (2) students responsible for **recording** the crime scene / physical evidence
- One (1) student responsible for designing a compelling **final presentation**

Note: These are only suggestions and students should adjust the job functions based upon the tasks that need to be accomplished to complete their investigation.

Students must be able to **multi-task**. They will most likely have more than one job assignment as their job functions will change throughout the day (i.e. the student working in the morning processing the crime scene may be the student assigned to put together the final presentation).

VII. TEAM CAPTAIN RESPONSIBILITIES:

1. MUST periodically check the web site, www.forensicsworld.com, for any updates, changes, and announcements regarding the 11th Annual C.S.I. Challenge.
2. **Thoroughly read** the Competition Guideline Manual, and ensure all team members do the same.
3. **Thoroughly read** the Murder-Mystery Scenario and ensure all team members do the same.
4. Ensure the **INVESTIGATIVE OPERATIONAL PLAN (IOP)** is completed, using the appropriate format, and sent to the competition coordinators by the due date. Refer to “**Section X (1).**”
5. **Discuss** professional dress with your team members to ensure compliance with the dress code.
6. Ensure all team members have their first name, Team Identification Number, and designation, if any, clearly displayed on their **Identification Tag**.
7. Provide **direction and coordination** for teammates throughout the competition.
8. Be the **spokesperson** for the team if questions and/or concerns arise.
9. Respond to the **Competition Check-In Desk** upon arrival to the competition site.
 - (a) Provide the registration staff:
 - Completed and signed form, for each team member, of the document:
“Permission to Videotape, Audiotape, and Use of Likeness”
 - (b) You will be provided with the following:
 - Competition Updates
 - Updated Time Schedule
 - Interrogation Schedule
 - Site Map
10. Coordinate and lead the presentation of findings to evaluators during the final presentation.

VIII. PROHIBITED ACTIVITIES

The following are considered **STRICTLY PROHIBITED ACTIVITIES** and will result in the **IMMEDIATE DISQUALIFICATION** of a team from the competition.

1. **Unauthorized Contact** between the teacher / advisor / school spectator and that schools students during the competition,

Or for schools that bring more than one team...

Unauthorized Contact between a student(s) from one team and a student(s) from another team during the competition.

“*Unauthorized Contact*” is defined as any verbal or written communication, non-verbal gestures, or any communication via cell phone, text message or e-mail.

**If a teacher /advisor / assistant would like to speak to a student, they are directed to speak to a Forensics World Staff Member at the COMMAND POST who will arrange a meeting at a designated location, in the presence of the Staff Member.*

2. **Video Taping & Audio Taping** by competitors during the competition

Videotaping or Audio taping by a teacher / advisor, observer, or other guest requires the **direct permission of the Competition Coordinators.*

3. **Smoking, littering, & profanity** during the competition.

4. **Entering unauthorized areas or leaving the competition site**, during the competition

5. **Use or possession of illegal drugs and/or alcohol** at any time at the venue.

Besides the immediate disqualification of the team, the violator will be referred to the appropriate law enforcement authorities.

6. **Damaging or defacing property; or removing property without authorization**

Besides the immediate disqualification of the team, the violator will be referred to the appropriate law enforcement authorities.

7. **Bringing and/or using toxic substances to the competition site**

8. **Mixing plaster on uncovered floors and/or flushing any substance that could clog or damage plumbing (i.e. plaster, soil, etc.) in the sinks and/or toilets**

IX. **FINGERPRINTING**

1. Two (2) "Fingerprint Technicians" per team will be designated (and listed on the Team Roster). Only these two students will be allowed to dust for fingerprints during the competition.
2. Teachers must approve this designation by ensuring the Fingerprint Experts are **made aware of the dangers associated with fingerprint powder** and are properly trained to utilize the powder safely and without damaging property.
3. **Fingerprint technicians MUST wear appropriate gloves, eye protection, and masks while they dust for latent fingerprints.**
4. Dusting for fingerprints will **NOT** be performed at the crime scene, and will only be performed at a designated location on designated items recovered from the crime scene.
5. Students will be provided with a "*Do Not Dust for Fingerprints*" list on the day of the competition. This list will designate which items the Fingerprint Expert will NOT be allowed to dust for fingerprints.
6. **If a team dusts an item designated as "Do Not Dust for Fingerprints" they will receive a score of "0" for the "Latent Fingerprint Processing" component of the evaluation process.**
7. Each team will have one-hour to dust, photograph and sketch the item, and lift the fingerprint from any item(s) not designated as "*Do Not Dust For Fingerprints.*"
8. Microscopes and any other equipment are not permitted within the Latent Fingerprint Lab.
9. Students are required to furnish and utilize a drop cloth and table cloth, as well as gloves, eye goggles and disposable face masks for protection while dusting for fingerprints.
10. **Any team not properly utilizing a protective covering for their workstation and not properly cleaning their fingerprint work station will receive a score of "0" for the "Latent Fingerprint Processing" component of the evaluation process. Additionally, competitors and their schools are liable for any damage caused by failure to use proper protective equipment. For example, any cost associated with cleaning or replacing tables, chairs, flooring, carpet or painted surfaces in any area of the competition site because of misuse of fingerprint powder shall be the responsibility of the individual responsible for causing such damage and their school.**

X. **REQUIRED SKILLS** = “Areas to be Evaluated”

- (1) Investigative Operational Plan (IOP) and Lead Sheet
- (2) Leadership & Accountability
- (3) Professionalism & Character
- (4) Approach, Evaluation, Recognition, & Protection of Crime Scene
- (5) Recording of Crime Scene and Physical Evidence
- (6) Collection of Physical Evidence
- (7) Preservation of Physical Evidence
- (8) Scientific Examination & Interpretation of Physical Evidence
- (9) Obtaining & Utilization of Exemplars
- (10) Interview & Interrogation
- (11) Management of Confidential Informant
- (12) Utilization of Legal Assistance
- (13) Final Presentation of Investigative & Analytical Findings

1. **INVESTIGATIVE OPERATIONAL PLAN (IOP)**
 - (a) This document **MUST** be submitted **BEFORE** arrival to the competition.
 - (b) This document will be graded and the derived score will be part of your teams final score
 - (c) This document must be submitted via an attachment to an e-mail to the following e-mail address: csichallenge@aol.com
 - (d) This document **MUST** be in either a “**doc**,” “**rtf**,” or “**pdf**” format.
 - (e) The IOP document must be sent to, and received by Forensics World on or before Wednesday, June 1, 2011.
 - (f) Utilize the following format for the IOP:
Section #1: Personnel Roster (see section (g) below)
Section #2: Lead Sheet (see section (h) below)
Section #3: Investigative Outline (see section (i) below)
 - (g) Suggestions for **Section #1: Personnel Roster**
 - Refer to the attached document, “Personnel Roster.”
 - (h) Suggestions for **Section #2: Lead Sheet**
 - Using the abundant information and clues provided in the scenario, list in a numerical and logical order, all items / information you find in the competition scenario you consider as a potential “lead” in your investigation.
 - A “lead” is any piece of information you think creates a question or issue that you want to try and clarify through your investigation or a presented fact that will help you with one of these open questions or issues.
 - Indicate if “leads” appear to be connected.
 - (i) Suggestions for **Section #3: Investigative Outline**
 - This should be an organized outline of your planned “course of action,” or how you plan to approach your investigation.
 - List all the tasks you see as being needed to complete your investigation and the team member or members responsible for each task.

- (j) **GRADING:** The grading of this document will be considered a part of the evaluation process, and will contribute to the final score of your team. These materials will be graded on content, articulation, grammar, sentence structure, spelling and use of appropriate “law enforcement / official” language, and professional presentation.

2. **LEADERSHIP & ACCOUNTABILITY**

Our evaluators will be evaluating the **Team Captain** on his or her leadership and management skills displayed throughout the competition. We will be looking at the following characteristics:

Leading
Directing
Communicating
Motivating
Managing Time

Also, the Team Leader will be held accountable, and will be graded as to how he or she handles tasks and assignments both before and during the competition (i.e. meeting deadlines, providing us with documentation, responding to issues and demands that arise during the competition, etc.)

3. **PROFESSIONALISM & CHARACTER**

Our evaluators will be evaluating the entire **Team** on the following principles throughout the competition:

Respect
Integrity
Honesty
Citizenship
Self-Discipline
Diligence
Collegiality

A team can lose points if evaluators observe any behavior that is deemed ‘unprofessional’ and contradict the above named principles that define someone of good character.

4. **APPROACH, EVALUATION, RECOGNITION & PROTECTION**

Students will be evaluated on how they safely approach their crime scene, evaluate the scene for any evidence and/or hazards, properly recognize physical evidence contained within the crime scene, evaluate the physical evidence within the scene, protect the crime scene and any physical evidence contained within the scene from contamination, and protect their own safety.

5. **RECORDING THE CRIME SCENE & PHYSICAL EVIDENCE**

Students will be evaluated on how they record and accurately depict a crime scene by utilizing methods such as note-taking, logs, photographing, and sketching.

Note: Crime scene photos should be taken with a Polaroid and/or digital camera in order for students to present photographs to evaluators at the final presentation.

Teams choosing digital photography must be able to display the photographs to the evaluator on a screen or by printing them out (computer / printer will NOT be provided).

How competitors approach the crime scene photography should be carefully considered based upon the reliability of the technology or method selected, availability of the equipment, and skill needed to use the equipment.

6. **COLLECTION OF PHYSICAL EVIDENCE**

Students will be evaluated on the skills and methods they employ to properly collect any physical evidence located in the crime scene.

7. **PRESERVATION OF PHYSICAL EVIDENCE**

Students will be evaluated on the skills and methods they employ to preserve any physical evidence located in the crime scene and how they maintain and document the chain of custody for all physical evidence.

8. SCIENTIFIC EXAMINATION & INTERPETATION OF EVIDENCE

(a) Students must be proficient in the following scientific techniques:

- **Microscopy** (compound and stereoscopic microscopes)
- Examining and processing items for the presence of **trace evidence**
- Examining and processing items of evidence for **latent fingerprints**
- Analyzing **hairs and fibers**
- Analyzing **questioned documents** (handwriting and indented writing)
- Casting **footwear, tire track, and/or tool mark impressions**
- **Ink Chromatography (thin layer chromatography)** (tutorial available on Forensics World web site)
- **Soil Analysis *NEW*** (tutorial available on Forensics World web site)
- **Glass Analysis *NEW***(tutorial available on Forensics World web site)
- **Ballistics**
- Analyzing **Gun Shot Residue** (GSR)
- **Blood Typing** (with simulated blood, to be provided at the competition) (tutorial available on Forensics World web site)
- **Computer Forensics** (tutorial available on the Forensics World web site)
- **Forensic Anthropology** (tutorial available on the Forensics World web site)
- **Toxicology** (tutorial available on the Forensics World web site)
- **Forensic Odontology**
- **Forensic Entomology** (tutorial available on the Forensics World web site)
- **Utilization of Exemplars** (suspect exemplars are provided at Competition)
- Maintaining an Evidence Log
- Documenting all physical evidence

- Maintaining a chain of custody for all evidence
- Adhering to safety guidelines within the laboratory
- Preventing contamination and/or loss of evidence

(b) NOTE:

- Students will be permitted to “set-up” their respective crime labs (i.e. arrange microscopes, examination equipment etc.) after opening introductions and while other team members are processing the crime scene for physical evidence. However, **NO CRIME LAB WORK WILL BE INITIATED OR PERFORMED BEFORE 11:00 a.m.**
- Latent Fingerprint Processing: Students will be evaluated on how they process an item suspected of containing latent fingerprints, how they dust for latent fingerprints, how they lift any latent fingerprint developed.

This task will only be performed by the designated “**Fingerprint Technicians**” within the designated, “**LATENT FINGERPRINT LAB.**”
- Any use of fingerprint powder outside the designated “LATENT FINGERPRINT LAB” will result in a score of “0” for that portion of the evaluation process.

9. **OBTAINING & UTILIZATION OF EXEMPLARS**

Students should be able to recognize the need to acquire comparative evidence to bolster the evidentiary value of items recovered. However, in a competitive setting, we are required to balance a student’s need for comparative evidence from a suspect with the ability to provide exemplars, of each suspect, to all competitors.

Therefore, we will provide an **EXEMPLAR PORTFOLIO** to each team which contains the exemplars (fingerprints, palm prints, scalp hair, etc.) of each suspect / witness.

Students will be evaluated in two areas with regard to exemplars:

- a) How the students **UTILIZE** the exemplars they are provided
- b) How a student would **COLLECT** an exemplar if asked to do so by an evaluator (i.e. fingerprint exemplars of a suspect). Specifically, this year, we will have a station where one student from your team will demonstrate their ability to collect a fingerprint exemplar from a suspect.

10. INTERVIEW & INTERROGATION:

a) Interview

After the opening ceremony, in which all actors portraying the suspects and/or witnesses will be introduced to the students, the suspect /witnesses will be gathered in a central location within the event center for approximately 2 hours.

At this point, only the students who are designated as the “Interviewer & Interrogators” (and wearing the appropriate team badge stating same) will have access to enter the designated location. Once inside, they will be able to interact with, and ask questions to the suspects and/or witnesses. **Students do NOT have to stand in line and wait to ask questions. Interviewers can gather around a suspect while he/she is being interviewed by another team.**

b) Interrogation

Teams will be provided an interrogation schedule on the day of the competition which will instruct the students with the location, time, and the name of **ONE SUSPECT** to be interrogated. Evaluators will observe and evaluate the student’s interrogation technique.

During the interrogation phase of the evaluation process, interrogators are only to interact with the one suspect they are designated to interrogate.

***It is strictly prohibited for a student to have any physical contact with an actor / suspect during the competition.**

11. MANAGEMENT OF A CONFIDENTIAL INFORMANT

The use of confidential informants is an essential tool used by law enforcement today. Because of informants and the value of their information, many crimes are solved, that would otherwise go unsolved. Their use, however, has the potential to raise a variety of legal and ethical issues for agencies that employ them. It is important for investigators to gain the maximum benefits from the use of informants, while maintaining the integrity of the investigators who rely on an informant’s information.

We have utilized the use of confidential informants in this competition for many years, in order to make the event more realistic. **Students will now be evaluated on how well they manage confidential informant(s).**

12. UTILIZATION OF LEGAL ASSISTANCE

Students who have any legal questions will be provided the opportunity to obtain “legal assistance” (i.e. if a team feels they would want to obtain a search warrant). Only the Team Captain will be permitted to obtain advice and guidance from a legal resource person at the “**Legal Assistance Desk,**” located within the competition site.

13. FINAL PRESENTATION OF INVESTIGATIVE & ANALYTICAL FINDINGS

Students must be prepared to identify which suspect(s) they believe committed the crime, and what evidence and motive supports this conclusion.

All investigative work (i.e. theories, notes, diagrams, photographs, etc.) will be presented in this twenty minute presentation to a panel of evaluators in an organized and thorough manner.

Evaluators will ask questions and students will be required to defend any results obtained and methods employed.

Note: It is recommended teams plan and prepare their final presentation throughout the day, rather than wait for the end of the day.

XI. REQUIRED EQUIPMENT

Each team is required to bring to the competition and utilize a “**Physical Evidence Collection and Examination Kit.**” Please note that it is important that your school name not appear on your equipment.

1. Technical Equipment

- Camera (Digital and/or Polaroid)
- Film
- Flashlight
- Batteries
- **Laptop computer: **With a PC platform, Windows XP or higher, Microsoft Office 2003 or newer, CD drive, USB Port, with S-Tools and Forensics Tool Kit Loaded on Computer as per tutorial on Forensics World Website for Computer Forensics****

2. Protective Equipment

- Latex Gloves
- Goggles
- Dust Masks
- Lab coats (optional)

3. Administrative

- Pens, Pencils, Markers
- Pads, graph paper
- Stapler / Box of staples
- Rubber bands
- Clip Boards

4. Collection & Preservation of Physical Evidence

- Plastic Bags (Small, Medium, Large)
- Paper Bags (Small, Medium, Large)
- Packaging paper
- Manila envelopes
- Packaging containers
- Tape (to seal evidence containers)
- Labeling tags
- Tweezers

5. Processing Crime Scene & Physical Evidence

- Tape measure, ruler, protractor
- Latent print tape
- Fingerprint powder
- Fine brush or feather brush
- Casting kit: Metal or wood frame, casting material (plaster, dental stone), mixing supplies, containers, brush, container of water

6. Scientific Examination of Physical Evidence

- **Balance (measure to the 0.1 of a gram)**
- Magnifying glass
- Compound light microscope
- Stereoscopic microscope
- Microscope slides
- (2) 400 ml beakers
- (1) 50 ml beaker
- Foil to cover beakers
- Graduated cylinders – 10 ml and 20 ml
- (10) test tubes
- Test tube rack
- 100 ml of 40% Isopropanol & distilled water
- 50 – 100 ml distilled water
- (10) weigh boats
- ***Extension cord (at least one fifty foot cord) and a surge protector strip**
- Scissors
- Black Sharpies
- **Calculators**

NOTE: Students will be provided with the necessary materials needed for students to perform the following tests: **soil analysis, glass analysis, and blood typing** (simulated blood). It is important for the students to know the procedure for each.

Students are not precluded from bringing their own materials for each required skill set if they choose to do so, however, students can NOT bring hazardous compounds to the competition site.

NOTE: Teachers MUST approve ALL equipment and supplies brought to the competition site. Anything that creates any fumes, smoke, or any health hazard is specifically prohibited.

7. Work Area Protection and Cleanup

Competitors are required to protect the college property and to fully clean their crime scene and work area. To fulfill this requirement competitors are required to bring the following items:

- 3 disposable tablecloths for your designated crime lab work area.
- 3 drop clothes (suggested size 8x10) for under your work area(s).
- 2 rolls of paper towels
- 1 Gallon of water
- 1 Cleaning agent (Windex, Mr. Clean, Pine Sol etc.)
- 1 Bucket
- Latex Gloves
- Sponges to wipe down work area.
- Dustpan and hand broom
- 2 large trash bags
- 1 empty box (i.e. size of empty photocopy paper box)

XII. MISCELLANEOUS

1. Permission to Videotape, Photograph and Use of Likeness:

All competitors, coaches, advisors, observers, guests, and volunteers associated with this competition are hereby notified that the competition coordinators may use videotape and photographic images from the competition for promotional purposes. **By appearing at the competition on June 6, 2011 consent to be videotaped and / or photographed for promotional purpose is implied.** Members of the print and electronic media will be invited to cover this event.

Attached please find a form entitled "*Permission to Videotape, Photograph and Use of Likeness.*" Both the teacher and team captain will ensure each team member properly completes this form (including the signature of the competitor's parent or legal guardian) which will be handed-in to competition coordinators upon arrival at the competition.

Any student without the completed form will be ineligible to compete and will NOT be allowed into the competition site.

2. **Laptops** are permitted for students to use (i.e. processing digital photographs, word processing, final Power Point presentation, or performing computer forensic techniques).

3. **Critique:** Teachers and students will be asked to critique the competition and provide feedback prior to leaving the event. We ask that you feel free to offer suggestions, as our goal is to improve this program every year to make it the best learning experience possible. Your advice, encouragement and feedback are invaluable. Please share your thoughts with us.

4. **Questions:** Any questions are to be directed to the Competition Coordinators, or as otherwise previously directed.

5. **Special Accommodations:** If any students have special needs, please speak to Dave Tricamo directly about your request, so we can make the necessary accommodations.

6. **Contact #:** Dave Scott, CSI Challenge Coordinator, at **(631) 521-1773.**

7. **Emergency Contact #:** For emergencies on the day of the competition contact David Scott on his cell phone: **(631) 521-1773.**

(End of 2011 Guideline)

11th Annual
CSI CHALLENGE

Monday, June 6, 2011

Permission to Videotape, Audiotape and Use of Likeness

I _____, the parent or legal guardian
of _____, a student enrolled at
_____ High School / Career and

Technical Education Program, will be competing in the 11th Annual ***CSI Challenge*** (a whodunit murder-mystery event) on June 6, 2011 at the Student Activity Center, Stony Brook University, Stony Brook, New York.

I hereby grant permission for my child to compete in this event and for the competition coordinators* and anyone designated by same to videotape, audiotape, and use the likeness of my child. I grant this permission to allow the competition coordinators to use any videotape, audiotape, or photography taken at the competition for promotional purposes. This permission is irrevocable and is given freely in consideration of the opportunity my child is receiving as a competitor in this event. Promotional use shall be in the sole discretion of the competition coordinators.

Parent Signature

Date

*Note - The competition coordinators are:

David Tricamo – Coordinator Forensics World

David A. Scott – Project P.A.T.C.H. Coordinator, Northport - East Northport U.F.S.D.

Inquires may be directed to David Scott @ (631) 262-6874.