1. Teams will consist of students from the same school and be student members of the WVCJEA. Teams may be of any size, with no more than two teams allowed per school. The conference registration fee of $20 per person (nonrefundable) will be paid when the team arrives at the competition, and will allow participation in all conference activities.

2. Teams will be given an introduction to the scene and will have 5\* minutes to prepare to enter the crime scene. Once inside the scene, the team will have 15\* minutes to process the crime scene. The teams will then have 60\* minutes from the conclusion of their scene part of the competition to complete their report and turn it in. \*Time allotment may change at the discretion of the hosting school due to availability of resources and number of crime scene teams entered in the competition. No reports will be accepted late or via text messaging. The host school will provide access to a computer for the team to complete and submit their report. Teams who continue working after the allotted time is over will be penalized 10% on their final evaluation.

3. There will be no assistance from the teacher/advisor once the competition has started. Additionally, teams are not to communicate with anyone outside of their team via any manner (in person, cell phone, email, etc) during the competition. Teams found violating this rule will be immediately disqualified.

4. The scenario of the crime scene that the team will work will be provided in writing to the team 5 minutes before the start of the 15 minute processing time. Just as in real life, teams will be playing the roles of crime scene investigators who have been called to a crime scene. All team members should come equipped with the skills to gather and analyze the evidence from any type of crime scene. The scenario should be developed by a faculty member of the association, who may consult with an outside expert.

5. There will be a panel of 3 judges that will make the final decision on the scoring of the teams. The panel will be selected by the school hosting the conference. One judge will be a member of the association and two judges will be professional practitioners in the field of Criminal Justice. Faculty sponsors of crime scene teams may not also serve as judges for the competition. The decision of the judges is final. The final score for each team will be an average of the scores of the three judges. Scoring will be based on a blind review using a standard scoring rubric provided to teams prior to the competition.

6. The teams will be required to provide the following equipment for the competition\*:

* Writing utensils
* Notebook or paper

7. The hosting school will be required to provide the following items\*:

* Place to hold the crime scene that is free from distractions
* Evidence markers
* Room for teams to meet and prepare report
* Computer access for students to prepare and submit their report

8. It is the responsibility of the advisor of each school to make sure teams from their school register in advance for the crime scene competition and meet all deadlines set by the WVCJEA. An advisor’s name needs to be listed when the team registers for competition.

\* Digital cameras or camera phones must be provided by each team. If cell phone cameras are allowed, they will be for digital camera capabilities only and will not be used for communication during the competition. Violation of this rule may result in disqualification.

9. Crime scene team reports should have BOTH of the following items:

 1. A Word document on the WVCJEA template including:

 a. Brief overview of the crime scene assigned to work

b. What actions the team took at the crime scene

c. List of evidence found (may be attached in an evidence log, evidence will be located and marked, but not collected)

d. Tests on the evidence or crime scene that would have been performed at the scene or requested at the crime lab, making sure the tests are listed in order of performed or requested

e. Conclusion of what the team thinks took place at the crime scene

f. Rough sketch of the scene

 2. A PowerPoint file including:

a. Maximum of 20 crime scene photos, with one photo per slide. Photos may include a label or reference which can be used within the report. Photos submitted should only depict the crime scene and MUST NOT include team members. This will NOT constitute a presentation to be formally delivered to the judges; the file will be saved and submitted along with the Word document report.

Both components of the report should NOT contain any identifiers. Teams will submit their reports to the crime scene competition coordinator, who will assign an identification code, convert both documents to a readable PDF file, and disseminate electronically to the judges. There will be no formal presentation to the crime scene competition by the team to the panel of judges at any time. Teams will only be evaluated on their de-identified reports.

The written report will be in the form of a Word document, and not on any type of form/software document.

10. There will be no interviews conducted at the crime scene. All information the team needs will be provided to them in writing before the crime scene. No questions will be allowed during the competition regarding the facts of the case or how to work the scene.

11. At least one team member must be present to accept their team’s award, should the team be selected as the winner. If a team does not have a member present to accept an award, they will be disqualified from the competition.

12. At the conclusion of the conference, the winning team will be announced and presented with a trophy. All teams will be provided with an explanation of what actually happened at the scene.

13. Scored rubrics will be given to Crime Scene Teams or Faculty Sponsors at the conclusion of the award ceremony.

Team Identifier: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Judge: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- | --- | --- | --- | --- |
| **Item** | **Exceptional (10)** | **Above expectations (9-8)** | **Met expectations (7-6)** | **In some areas, met expectations (5-4)** | **Did not meet expectations or did not attempt (3-0)** | **Item Score** |
| Report is complete and organized according instructions |  |  |  |  |  |  |
| Report is free of grammatical and spelling errors |  |  |  |  |  |  |
| Information in the report flows and is logical |  |  |  |  |  |  |
| The scenario and crime scene is accurately and adequately described |  |  |  |  |  |  |
| Team described their actions taken to process the scene and actions are consistent with recognized crime scene processing practices |  |  |  |  |  |  |
| Team located, identified, and recorded all evidence within the scene |  |  |  |  |  |  |
| Proposed tests of evidence (at scene and lab) are in order and consistent with recognized crime scene processing practices |  |  |  |  |  |  |
| Crime scene sketch is attached and accurately represents the scene |  |  |  |  |  |  |
| Crime scene photographs accurately document the scene and are referenced within the report |  |  |  |  |  |  |
| Team reaches the proper conclusion of the crime scene and supports their conclusion based on their observations of the scene |  |  |  |  |  |  |
| Total points, out of 100 |  |

Comments: