

Course Summary:	This class focus is on improving analytical writing skills to assist in developing more dynamic evaluations and recommendations for court reports. Through varied writing exercises, participants will learn how to analyze report information as opposed to summarizing report information, compose evaluations based on sound analysis of factual data, and develop well supported recommendations to assist with courtroom decision making.
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Performance Objectives:
<ol style="list-style-type: none"> 1. Define analytical report writing. 2. Articulate the steps used in the process of analytical report writing 3. Demonstrate how to use fact analysis using sample reports 4. Explain how to develop conclusions that lead to well-supported recommendations.

Course Outline				
Day	Time Begin (24 Hour)	Time End (24 Hour)	Subject or Topic	Instructional Methodology
1	0800	1000	introductions pre-test, definition of analytical report writing	Lecture Group Discussion Test
1	1000	1200	Examine the process of analytical report writing; writing exercises	Lecture Group Exercise
1	1200	1300	lunch	
1	1300	1500	Fact analysis of report writing	Lecture Group Exercise
1	1500	1700	analytical evaluation of reports and creating recommendations that are supported by report; evaluations	Lecture Group Discussion Group Exercise