

CHUKA



UNIVERSITY

UNIVERSITY EXAMINATIONS

**EXAMINATION FOR THE AWARD OF DEGREE OF BACHELOR OF ARTS IN
CRIMINOLOGY AND SECURITY STUDIES**

CRSS 350: REPORT WRITING IN CRIMINAL JUSTICE

STREAMS:

TIME: 2 HOURS

DAY/DATE: WEDNESDAY 14/07/2021

8.30 A.M. – 10.30 A.M.

INSTRUCTIONS:

- **Answer question one and any other two**

QUESTION ONE

- (a) Write short notes on the following terms
- (i) Report writing in criminal justice (4 marks)
 - (ii) Police report (4 marks)
 - (iii) Investigative report for a crime (4 marks)
- (b) Explain four uses of criminal justice reports prepared by the police (8 marks)
- (c) Examine the stages followed in standard criminal justice report writing. (10 marks)

QUESTION TWO

- (a) Examine five suitable techniques that can be used to make effective field notes. (10 marks)
- (b) Identify the various types and writing styles used in police and security occurrence reports. (10 marks)

QUESTION THREE

As an investigative officer attached at Ndagani Criminal Investigation Department, write a report concerning a burglary that occurred in Ndagani shopping centre reported by a walk in complaint.

(20

marks)

QUESTION FOUR

(a) Give a detailed account of a standard interview session in regard to a crime incident.

(10

marks)

(b) Give five basic record file management techniques.

(10 marks)

QUESTION FIVE

(a) Discuss four reports contained in a prosecution file.

(16 marks)

(b) Examine the four techniques used in report writing.

(4 marks)

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