**LESSON PLAN COVER SHEET**

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| COURSE TITLE: | Foundations in Fraud |
| **LESSON TITLE:** | Foundations in Fraud  |
| **INSTRUCTOR(S):** | Bureau Instructors |
| **PREPARED BY:** |  | **Date:**  |  |
| **REVISED BY:**  |  | **REVISION DATE:** |  |
|  |
| TIME FRAME: |  | **TARGET AUDIENCE/SIZE:** |
| 24 hours | 25 investigators/detectives  |
| SUGGESTED SCHEDULE: | **SPACE REQUIREMENTS:** |
| Three days/ 8-hours each day | Classroom for 25 students with A/V materials  |
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| **PERFORMANCE OBJECTIVES:*****At the end of this session, participants will be able to:*** |  | **EVALUATION PROCEDURES:*****(Testing Methodology)*** |
| This course will provide students with a foundational understanding of fraud schemes, laws and how to recognize, initiate and conduct an investigation involving fraud. Topics include: Fraud Schemes, Financial/Banking Fraud, Laws of Fraud, Case Intake, Interviewing Techniques, Report Writing, Search Warrants, Forensic Auditing, Case Management, DDA Communication and Case Presentation and Cyber Crimes.  | Daily review  |
| **TEACHING METHODS:** |
| Instruction with interactive participation, and daily review |

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| **EQUIPMENT AND SUPPLIES NEEDED:** |
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|  |[x]  Laptop |[ ]  P/A System |
|  |[ ]  Presentation software |[ ]  Demonstration Models |
|  |[ ]  Dry Erase board/Chalkboard |[ ]  Pencils |
|  |[x]  Audio player |[ ]  Pens |
|  |[x]  Electrical power strip & cords |[ ]  Chalk |
|  |[x]  Computer extension cords |[x]  Marking Pens |
|  |[x]  Remote control for laptop |[ ]  Dry Erase Board Pens |
|   |  [ ]  | LCD Projector |[ ]  Masking Tape |
|  |  [ ]  | Inert/unloaded training aids |[ ]  Eraser |
|  |  [ ]  | DVD/VHS Player |[ ]  Video Tape |
|  |  [ ]  | Video Camera & tripod |[ ]  Audio Tape |
|  |  [x]  | Television |[ ]  Evaluations |
|  |  [ ]  | Tape recorder |[ ]  Writing Paper |
|  |  [x]  | Student manuals |[ ]  Testing Material |
|  |[x]  Flip charts  |  |  |
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| **REFERENCES:**  |
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| **STUDENT MATERIALS:** | **INSTRUCTOR MATERIALS:** |
| 1. Laptop computer with wifi capability
2. Note taking materials
 | 1. Laptop computer
2. Wifi hotspots
3. Television or screen with projector
4. Flip charts/markers
5. Presentation materials
6. Student thumb drives
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 **LESSON PLAN WORK SHEET**

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| **INSTRUCTIONAL CONTENT** | **TRAINER NOTES** |
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| 1. **Introduction (1 hour)**
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| 1. **Laws of Fraud (2 hours)**
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| 1. **Case Intake (1 hour)**
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| 1. **Interview Techniques (1 hour)**
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| 1. **Fraud Schemes (2 hours)**
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| 1. **Review/Day 1 Evaluation (1 hour)**
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| 1. **Forensic Accounting (1 hour)**
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| 1. **Case Management (1 hour)**
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| 1. **Report Writing (1 hour)**
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| 1. **Search Warrants (3 hours)**
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| 1. **DDA Communication/ Case presentation (1 hour)**
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| 1. **Review/Day 2 Evaluation (1 hour)**
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| 1. **Financial/ Banking Fraud (4 hours)**
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| 1. **Cyber Crimes (3 hours)**
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| 1. **Wrap-up/Review/ Evaluations (1 hour)**
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