

# LESSON PLAN COVER SHEET

<b>COURSE TITLE:</b> Foundations in Fraud	
<b>LESSON TITLE:</b> Foundations in Fraud	
<b>INSTRUCTOR(S):</b> Bureau Instructors	
<b>PREPARED BY:</b>	<b>Date:</b>
<b>REVISED BY:</b>	<b>REVISION DATE:</b>

<b>TIME FRAME:</b> 24 hours
<b>SUGGESTED SCHEDULE:</b> <b>Three days/ 8-hours each day</b>

<b>TARGET AUDIENCE/SIZE:</b> 25 investigators/detectives
<b>SPACE REQUIREMENTS:</b> Classroom for 25 students with A/V materials

<p><b>PERFORMANCE OBJECTIVES:</b> <i>At the end of this session, participants will be able to:</i></p> <p>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.</p>
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<p><b>EVALUATION PROCEDURES:</b> <i>(Testing Methodology)</i></p> <p>Daily review</p>
<p><b>TEACHING METHODS:</b></p> <p>Instruction with interactive participation, and daily review</p>

# LESSON PLAN WORK SHEET

## EQUIPMENT AND SUPPLIES NEEDED:

<input checked="" type="checkbox"/> Laptop	<input type="checkbox"/> P/A System
<input type="checkbox"/> Presentation software	<input type="checkbox"/> Demonstration Models
<input type="checkbox"/> Dry Erase board/Chalkboard	<input type="checkbox"/> Pencils
<input checked="" type="checkbox"/> Audio player	<input type="checkbox"/> Pens
<input checked="" type="checkbox"/> Electrical power strip & cords	<input type="checkbox"/> Chalk
<input checked="" type="checkbox"/> Computer extension cords	<input checked="" type="checkbox"/> Marking Pens
<input checked="" type="checkbox"/> Remote control for laptop	<input type="checkbox"/> Dry Erase Board Pens
<input type="checkbox"/> LCD Projector	<input type="checkbox"/> Masking Tape
<input type="checkbox"/> Inert/unloaded training aids	<input type="checkbox"/> Eraser
<input type="checkbox"/> DVD/VHS Player	<input type="checkbox"/> Video Tape
<input type="checkbox"/> Video Camera & tripod	<input type="checkbox"/> Audio Tape
<input checked="" type="checkbox"/> Television	<input type="checkbox"/> Evaluations
<input type="checkbox"/> Tape recorder	<input type="checkbox"/> Writing Paper
<input checked="" type="checkbox"/> Student manuals	<input type="checkbox"/> Testing Material
<input checked="" type="checkbox"/> Flip charts	

## REFERENCES:

### STUDENT MATERIALS:

1. Laptop computer with wifi capability
2. Note taking materials

### INSTRUCTOR MATERIALS:

1. Laptop computer
2. Wifi hotspots
3. Television or screen with projector
4. Flip charts/markers
5. Presentation materials
6. Student thumb drives

INSTRUCTIONAL CONTENT	TRAINER NOTES
1. Introduction (1 hour)	
2. Laws of Fraud (2 hours)	
3. Case Intake (1 hour)	
4. Interview Techniques (1 hour)	
5. Fraud Schemes (2 hours)	
6. Review/Day 1 Evaluation (1 hour)	
7. Forensic Accounting (1 hour)	
8. Case Management (1 hour)	
9. Report Writing (1 hour)	
10. Search Warrants (3 hours)	
11. DDA Communication/ Case presentation (1 hour)	
12. Review/Day 2 Evaluation (1 hour)	
13. Financial/ Banking Fraud (4 hours)	
14. Cyber Crimes (3 hours)	
15. Wrap-up/Review/ Evaluations (1 hour)	