CRIME ANALYSIS:
USING MICROSOFT OFFICE, ACCESS AND EXCEL FOR LAW ENFORCEMENT

Course Overview: Using Microsoft Office as a tool, this program will demonstrate the benefits of technology in crime analysis, investigations and community policing. Classroom work will utilize selected handouts from the book "Better Policing with Microsoft Office 2007," co-authored by the course instructor. Utilizing exercises similar to projects faced by crime analysts, participants will use Microsoft Access and Microsoft Excel in concert to analyze crime patterns, trends and problems.

Topics:

Creating Tables
Importing Data
Identifying a Crime Series by Using Queries
Creating Reports in Access
Formatting, Charting and Formulas in Excel
Predicting Future Offenses by Date and Time
Cleaning Data
Data Analysis in Excel
Automating Reports Through Linking and Macros

Who Should Attend?
- Police executives and managers
- Crime Analysts
- Investigators
- Community Policing personnel
- Deployment personnel
- Budget and Finance personnel

Faculty: ***Lieutenant Mark Stallo, Ph.D.***
Dallas Police Department, TX
Mark Stallo was hired by the Dallas Police Department in October 1979. Mark was promoted to Sergeant in August 1985 and Lieutenant in September 2010. He is assigned to the Planning and Accreditation Unit. Mark has written or co-written articles and books in the area of crime analysis. He holds a B.S. in Criminal Justice from the University of Cincinnati, and a M.S. in Management and Administrative Science; a Master of Public Affairs and a Ph.D. in Public Affairs from The University of Texas at Dallas.

Date and Location: January 7-8, 2013
Tarrant County Community College / 4801 Marine Creek Parkway / Fort Worth 76179

Hours: 8:30am - 4:30pm

Tuition: $350 ILEA Member / $400 Non-member

Cancellation Policy: Tuition, less a $50 handling charge for each registration, will be refunded upon WRITTEN CANCELLATION received not later than five (5) working days prior to the program (e-mail: cburkel@cailaw.org). No refunds after this date, although substitutions of attendees for this program are permitted.

TCLEOSE Credit: Law enforcement personnel attending this course are eligible for fourteen (14) hours of Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) credit.

Note: In order to receive the most benefit from this learning experience, please bring a laptop loaded with either **Microsoft Office Professional 2000, 2002, 2003 or 2007 which includes Access and Excel.** If a laptop is not available, the student may share with another student or simply observe the techniques being used in class. The entire class will be interactive and will be based on the book, *Better Policing with Microsoft Office 2007* by Christopher W. Bruce and Mark A. Stallo, Ph.D.