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# Vista Law Enforcement Training and Consulting, LLC

## Reports and PC Statements: Writing for the Conviction Training

POST-certified # 29938 | 8 Hours

**Date:** ?????

**Time:** ??:00 AM – ??:00 PM

**Cost:** \$??? .00 per attendee

**Location:** ????? Police Department,  
?????, ?????, MO ?????

### Program Overview

Vista Law Enforcement Training and Consulting, LLC, in partnership with the ????? Police Department, presents this comprehensive training program. This course is taught by experienced investigators, supervisors, and commanders with decades of experience preparing and approving complex investigative reports.

**Attendees should bring a laptop with MS Word to use for the course.**

### Training Topics

- Constructing complete and thorough initial and investigative reports
- Properly documenting investigative details and articulating the elements of a crime
- Identifying and avoiding the ten most common report-writing errors
- Correct use of grammar, including nouns, verbs, punctuation, and sentence structure
- Describing vehicles, people, and identifying characteristics
- Legal refreshers and guidance on how first responder reports are reviewed within the legal system
- Classroom analysis and discussion of real initial and investigative reports
- Proper documentation of crime scenes, evidence, and investigative findings
- Scenario-based practical exercises, including the preparation and critique of reports and probable cause statements

### Who Should Attend

- ✓ New and veteran first responders seeking to strengthen report-writing skills
- ✓ Field Training Officers who are responsible for evaluating trainee reports
- ✓ Supervisors and Command Staff who review and approve reports
- ✓ Anyone looking to improve the accuracy, clarity, and legal sufficiency of investigative reports

### COURSE POST HOURS

2 Legal Studies  
0 Skills Firearms

0 Interpersonal  
0 Racial Profiling

6 Technical Studies  
0 Implicit Bias

0 Skill Development  
0 De-escalation

**REGISTER TODAY!**

<https://vistabluetraining.com/training-schedule>



A Missouri Peace Officer Standards and Training (POST) approved provider for Continuing Law Enforcement Education (CLEE) training hours and fully insured with General & Professional Liability and Workers' Compensation