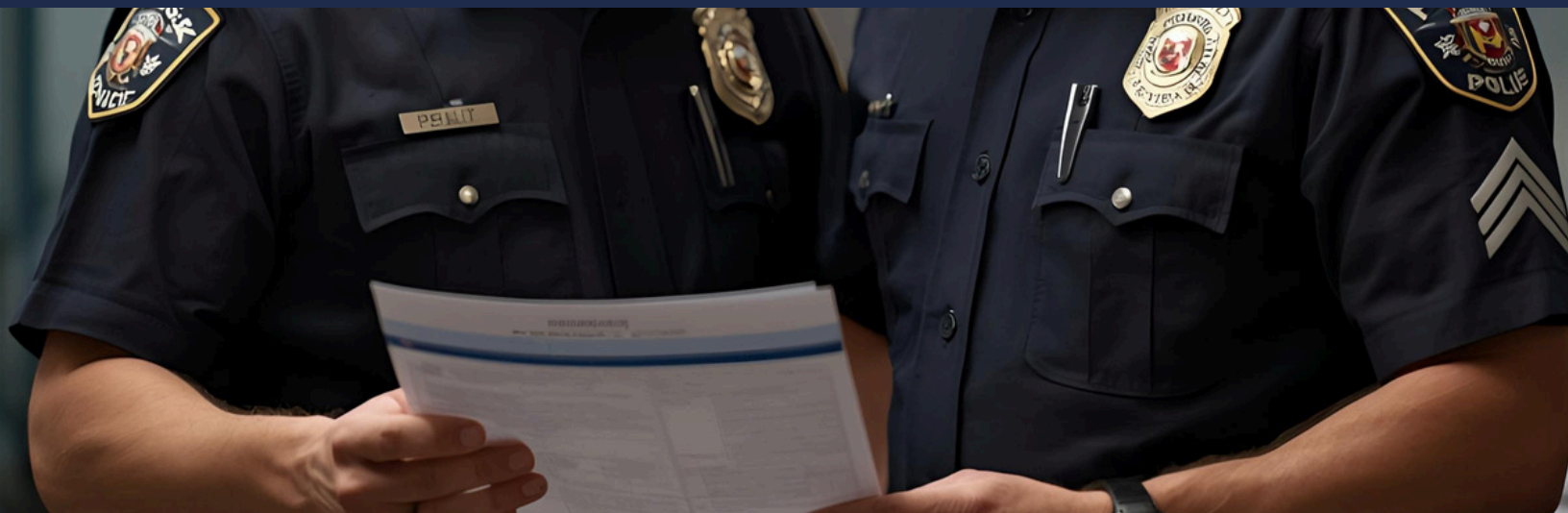


WRITE IT RIGHT

EFFECTIVE REPORT WRITING FOR LAW ENFORCEMENT OFFICERS



OVERVIEW

While many skills are needed for success in the law enforcement field, the ability to effectively communicate remains one of the most important. During calls, an officer's training, experience, intuition, and common-sense merge as the officer makes decisions and takes action. Effectively communicating this process, however, is a different matter.

Knowing *how* to write a good report begins with knowing *what* to write. When information in a police report is unclear - or missing - the reader is left to fill in the blanks. The results can vary from lost cases and public scrutiny to more serious impacts like reputational harm and liability.

A quality police report is organized and comprehensive. It contains essential elements. Evidence is accurately described. Objectivity is indisputable. Facts and circumstances are detailed...and more.

This course will provide attendees with strategies for writing superior narratives. Topics covered include report writing essentials, common errors to avoid, and techniques for organizing critical information. Together with a review of how to demonstrate compliance with law enforcement best practices and common legal principles, this course will provide tools for writing high-quality narratives.

→ DETAILS

Date: Thursday, February 26, 2026
8:30 a.m. – 4:00 p.m.

Location: RI Municipal Police Academy
CCRI – Flanagan Campus
1762 Old Louisquisset Pike
Lincoln, RI 02865

Cost: \$159.00 (Includes copy of *It Did Happen – A Police Officer's Guide to Successful Report Writing*)

→ REGISTER

Register / Pay Online:

<https://square.link/u/FkK0I3S5>

Register / Pay by Mail:

See attached registration form and instructions



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