



Northwest Illinois Criminal Justice Commission

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Mobile Team Unit #1 is funded in partnership with the Illinois Law Enforcement Training & Standards Board

Report Writing The Gap Free Narrative

DATE: August 21, 2026

Registration Ends: August 10, 2026

TIME: 8:00 AM—4:00 PM 8 Hours

LOCATION: NITAB, 527 Colman Center Drive, Rockford, IL

INSTRUCTOR: Al Bello – Offset Consulting

PURPOSE OF COURSE:

This one day, 8-hour program has been designed by Offset Consulting LLC to use the Gap-Free Narrative© system, to provide students with a methodical and standardized approach to creating report narratives. Every type of police narrative, from stolen property to homicide, can be handled with ease when using the Gap-Free Narrative method properly.

COURSE OVERVIEW:

This 8-hour course is designed to provide officers with an entry level understanding of how to draft report narratives with defense-resiliency in mind. This will be achieved by using the Gap-Free Narrative© approach created by Offset Consulting LLC. The training concepts and material included in this lesson plan were mostly created by Offset Consulting LLC. This approach to report writing was created by doctoral candidates and has been peer-reviewed. The method of creating reports taught in this lesson is used by scholars and has been taught to multiple departments in the State of Illinois. Under this lesson plan and the principles of the Gap-Free Narrative© system, this new approach will teach how to analyze a narrative to ensure it has the parts necessary in it and then employ a checklist to ensure all aspects of the reported-on incident are being documented.

COURSE GOALS:

To train officers in a new way of drafting report narratives that will be defense-resilient and more encompassing of all events that may have transpired during the incident being reported on. Read more at: <https://nitab.org/event/1775/report-writing-the-gap-free-narrative>

This course has been certified by the ILETSB and approved to meet the following mandates:

- Lead Homicide - 8.0 hours
- Constitutional Use of LE Authority - 2.50 hours
- Civil Rights - 2.0 hours
- Procedural Justice – 2.0 hours

REGISTRATION:

All registrations are received on the [MTU#1 website](#). Find Registration instructions [here](#)

Partial funding provided by the Illinois Law Enforcement Training and Standards Board.

THIS IS NOT A PUBLIC MEETING

