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Professional Certificate in Forensic Document Examination

## Questioned Documents in Fraud Investigations

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**Absolute Writing Style:** A writing style used in questioned document examinations where the examiner makes definitive statements about the authenticity or origin of a document. This style is typically used when there is sufficient evidence to support the examiner's conclusions.

**Anonymous Letter:** A letter that is sent without a return address or any identifying information about the sender. These letters are often associated with threats or other malicious intentions.

**Authentication:** The process of verifying the genuineness of a document. This can be done through a variety of methods, including handwriting analysis, ink analysis, and paper analysis.

**Cut-and-Paste Forgery:** A type of forgery where words or phrases are physically cut out of one document and pasted onto another document to alter its meaning or content.

**Document Examination:** The process of analyzing a document to determine its authenticity, origin, or contents. This can be done through a variety of methods, including handwriting analysis, ink analysis, and paper analysis.

**Electronic Signature:** A digital version of a handwritten signature that is used to authenticate electronic documents. These signatures can be created using a variety of methods, including a stylus or a finger on a touchscreen.

**Evidentiary Value:** The weight given to a piece of evidence in a legal case. In questioned document examinations, the evidentiary value is based on the strength of the evidence and the reliability of the methods used to analyze it.

**Exemplar:** A sample of handwriting or printing used for comparison purposes in questioned document examinations. Exemplars can be obtained from known writers or from reference materials.

**Forgery:** The act of creating a false document with the intention of deceiving others. This can be done through a variety of methods, including handwriting forgery, ink forgery, and paper forgery.

**Handwriting Analysis:** The process of analyzing the physical characteristics of handwriting to determine the identity of the writer. This can be done through a variety of methods, including comparison of individual letters, slant, spacing, and pressure.

**Indented Writing:** Writing that is imprinted onto a piece of paper due to the pressure of a pen or pencil on a sheet of paper above it. This can be used to identify the original source of a document.

**Ink Analysis:** The process of analyzing the chemical composition of ink to determine the age, origin, or type of ink used in a document.

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**Issuer:** The person or entity responsible for issuing a document. In questioned document examinations, the issuer may be a potential suspect in a forgery or fraud case.

**Machine-Generated Documents:** Documents that are created using a machine, such as a printer or a typewriter. These documents can be analyzed to determine the type of machine used and the settings that were used to create the document.

**Non-Repudiation:** The ability to prove that a document or transaction is genuine and has not been altered or tampered with. This is important in legal and financial contexts to prevent fraud and ensure the validity of transactions.

**Obfuscated Writing:** Writing that is deliberately difficult to read or understand. This can be done through a variety of methods, including using unusual fonts, changing the spacing between letters, or adding unnecessary marks or symbols.

**Origin Analysis:** The process of determining the origin of a document. This can be done through a variety of methods, including handwriting analysis, ink analysis, and paper analysis.

**Paper Analysis:** The process of analyzing the physical properties of paper to determine its origin or age. This can be done through a variety of methods, including microscopic examination and chemical testing.

**Patent Slant:** A characteristic of handwriting where the writing slants consistently in one direction. This can be used to identify the writer of a document.

**Questionable Document:** A document that is suspected of being forged, altered, or fraudulent. These documents are typically analyzed in questioned document examinations.

**Reference Materials:** Materials used for comparison purposes in questioned document examinations. These can include handwriting samples, ink samples, and paper samples.

**Simulated Writing:** Writing that is created to imitate the handwriting of another person. This can be done for a variety of reasons, including to deceive others or to avoid responsibility for a document.

**Standardized Writing:** Writing that is consistent in form, size, and arrangement. This can be used to identify the machine or process used to create a document.

**Traced Writing:** Writing that is created by tracing over existing letters or words. This can be done to create a forgery or to disguise the writer's handwriting.

**Trademark:** A recognizable sign, design, or expression that identifies products or services of a particular source from those of others.

**Typewriting:** The process of creating a document using a typewriter. These documents can be analyzed to determine the type of typewriter used and the settings that were used to create the document.

**Variable Writing:** Writing that varies in form, size, or arrangement. This can be used to identify the writer of a document or to distinguish between different writing instruments.

**Watermark:** A design or pattern that is embossed or printed onto paper during its manufacture. Watermarks can be used to identify the source or age of a document.