**Enterprise Risk Assessment**

**MASY1-GC3020 | 200 | Fall 2024 | 09/04/2024 - 12/04/2024 | 3 Credit**

**Modality:** Online (Sy)

**Course Site URL**: <https://brightspace.nyu.edu/>

**General Course Information**

**Name/Title:** Anne Ferraro, Assistant Professor ,She/Her/Hers

**NYU Email:** atf1@nyu.edu

**Class Meeting Schedule:** 09/04/2024 - 12/04/2024 | Wednesday | 07:00pm -- 09:35pm

**Class Location:** Online(Sy)

**Office Hours:** Mondays 12pm to 1pm EST using ZOOM – email appointment required in advance.

**Description**

This course introduces students to the importance of recognizing business risks and the skills needed to manage them. It covers the high-level game plan to identify and mitigate risks as well as the policies and guidelines, the roles and responsibilities, ownership and accountability, monitoring, reporting and resolution of technological risks. The focus of the course is on managing technology risk and establishment of controls within the context of the COSO Internal Control Integrated and the COSO Enterprise Risk Management frameworks. Throughout the course, students conduct a risk assessment and understand the different types of risks that challenge businesses. They also learn how organizations balance risks and rewards, what types of controls they use to mitigate these risks, and how they keep abreast of current best practices in enterprise.

**Prerequisites**

3220 – Information Security Management

**Learning Outcomes**

At the conclusion of this course, students will be able to:

* Assess the different types of risks that challenge a business
* Plan the steps to be taken by an enterprise to balance risks
* Design a system of controls to mitigate enterprise risk
* Apply industry security models to manage enterprise risk
* Categorize risk by level of acceptability

**Communication Methods**

Be sure to turn on your [NYU Brightspace notifications](https://www.nyu.edu/servicelink/KB0018507) and frequently check the “Announcements” section of the course site. This will be the primary method I use to communicate information critical to your success in the course. To contact me, send me an email. I will respond within 24 hours.

Credit students must use their NYU email to communicate. Non-degree students do not have NYU email addresses. Brightspace course mail supports student privacy and FERPA guidelines. The instructor will use the NYU email address to communicate with students. All email inquiries will be answered within 24 hours.

**Structure | Method | Modality**

There are 14 session topics in this course.

Active learning experiences and small group projects are key components of the course. Assignments, projects, and discussions will be based on course materials (e.g., readings, videos), lectures, and class discussions. Course sessions will be conducted synchronously on NYU Zoom, which you can access from the course site in NYU Brightspace.

This course is Online (Sy) and will meet once a week on Wednesdays, with assignments, announcements and emails being sent through Brightspace. Zoom is the remote instruction platform used at NYU. Students are expected to check email and/or Brightspace at least twice a week for announcements concerning assignments, class changes or cancellations, and other important information. The course will involve lecture/discussions/forum discussions, group projects, as well as, a final assignment.

**Expectations**

Learning Environment

You play an important role in creating and sustaining an intellectually rigorous and inclusive classroom culture. Respectful engagement, diverse thinking, and our lived experiences are central to this course, and enrich our learning community.

Participation

You are integral to the learning experience in this class. Be prepared to actively contribute to class activities, group discussions, and work outside of class.

Assignments and Deadlines

Please submit all assignments to the appropriate section of the course site in [NYU Brightspace](https://brightspace.nyu.edu/). If you require assistance, please contact me BEFORE the due date.

October 2

October 16

October 30

November 13

December 4

CYCLE #1 September 4 October 2

CYCLE #2 October 2 October 16

CYCLE #3 October 16 October 30

CYCLE #4 October 30 November 13

Course Technology Use

We will utilize multiple technologies to achieve the course goals. I expect you to use technology in ways that enhance the learning environment for all students. All class sessions require use of Zoom.All class sessions require use of technology (e.g., laptop, computer lab) for learning purposes.

**Generative AI Use**

Students are only allowed to use AI tools, such as ChatGPT or Dall-E 2, on assignments in this course with advance permission. Students must submit a written request with an explanation of how they will use a particular tool in their assignment, and use is not permitted without written approval. If you are unclear if something is an AI tool, please check with your instructor

Feedback and Viewing Grades

I will provide timely meaningful feedback on all your work via our course site in NYU Brightspace. You can access your grades on the course site Gradebook.

Attendance

I expect you to attend all class sessions. Attendance will be taken into consideration when determining your final grade.

Excused absences are granted in cases of documented serious illness, family emergency, religious observance, or civic obligation. In the case of religious observance or civic obligation, this should be reported in advance. Unexcused absences from sessions may have a negative impact on a student’s final grade. Students are responsible for assignments given during any absence.

Each unexcused absence or being late may result in a student’s grade being lowered by a fraction of a grade. A student who has three unexcused absences may earn a Fail grade.

Refer to the [SPS Policies and Procedures page](https://www.sps.nyu.edu/homepage/student-experience/policies-and-procedures.html) for additional information about attendance.

**Textbooks and Course Materials**

FUNDAMENTALS OF RISK MANAGEMENT

Understanding, evaluating, and implementing effective enterprise risk management

Authors: Paul Hopkin and Clive Thompson

Publisher: Kogan Page Limited Sixth Edition 2022

ISBN 978 1 3986 0286 1 (Paperback) $48.60

ISBN: 978 1 3986 0287 8 (Kindle) $46.17

The Smartest Guys in the Room – The Amazing Rise and Scandalous Fall of ENRON Paperback Edition

By Bethany McLean and Peter Elkind

Publisher: Portfolio Copyright 2013

ISBN: 1-59184-053-8 (Paperback) $14.79

No other materials are required.

Recommended Readings:

Peter L. Bernstein, Against the Gods the Remarkable Story of Risk, John Wiley & Sons, Inc.; ISBN: 0-471-29563-9 (paper) $11.79

*Students can purchase these items through the NYU Bookstore.*

**Grading | Assessment**

Your grade in this course is based on your performance on multiple activities and assignments. Since all graded assignments are related directly to course objectives and learning outcomes, failure to complete any assignment will result in an unsatisfactory course grade. All written assignments are to be completed using APA format and must be typed and double-spaced. Grammar, punctuation, and spelling will be considered in grading. Please carefully proof-read your written assignments before submitting them for a grade. I will update the grades on the course site each time a grading session has been completed— typically three (3) days following the completion of an activity.

Group Presentations (20% group grade and 20% individual grade) – each group will prepare a 15-20-minute PowerPoint presentation based on their group’s weekly challenge question. The challenge questions will be provided by your professor. The due dates for the group presentations are due on Wednesday October 2, October 16, October 30 and November 13. The question will relate to the material covered in the assigned chapters. Students will be graded on both a group effort and on an individual basis.

Group grades will be based on group dynamics including their level of collaboration, the effectiveness of the group to define and assume responsibilities, and how they work together – listening and learning from one another.

Individual grades will depend on the student’s activities (both reading and posting) ideas and comments in the online forum, and their part in the in-class presentation.

Group Presentations are due:

October 2

October 16

October 30

November 13

Online Forum Discussion schedule as it applies to both Primary posts and Subsequent posts is as follows:

CYCLE #1 September 4 October 2

CYCLE #2 October 2 October 16

CYCLE #3 October 16 October 30

CYCLE #4 October 30 November 13

Note: Each Online Forum Discussion is a combination of both primary postings followed by subsequent (replies) postings.

Primary posts in online Forum (10% individual grade) – Primary posts - initial posting of new topics for discussion in online Forum – Students will be graded based on their primary postings in the online Forum. Grades are not only based on quantity (how many postings you submit) but also the quality of the information posted. Primary posts must allow for dialogue and interaction from other students. The idea of a primary post is to create a lively discussion. If a primary post does not engage others to reply and thereby does not create a discussion thread, that specific posting will be forfeited - not be considered in the student’s grade. Posts must be submitted on a regular frequency.

There will be a 1 point deduction from your grade if all your Primary posts are made on the last two days of the cycle. Doing this, does not allow others to properly read and respond to your contributions.

See schedule above for cycle dates.

Subsequent posts in online Forum (replies to primary posts) (10% individual grade) – Students will be graded based on subsequent postings in the online Forum. Grades are not only based on quantity (how many postings you submit) but also the quality of the information posted. See schedule above.

There will be a 1 point deduction from your grade if all your Subsequent posts are made on the last two days of the cycle. Doing this, does not allow others to properly read and respond to your contributions.

See schedule above for cycle dates.

Note: Each Online Forum Group Discussion is a combination of both primary postings followed by subsequent (replies) postings.

Individual class participation– (10% individual grade) Students will be encouraged to participate in “In the News” current topic discussions and other opportunities during our in-person sessions. Up to 10% of your overall grade can be accumulated based upon the student’s individual contributions in class.

Final Group Presentation (15% group grade and 15% individual grade) – a final Group PowerPoint presentation based on the ENRON case is due on Wednesday, December 4. Each Group will be covering a specific area assigned by the Professor. This will provide each group the opportunity to demonstrate what they have learned during the course to specific events of the ENRON disaster. Each presentation will be different.

Similar to the Group presentations, students will be graded on both a group effort and an individual basis.

Group grades will be based on group dynamics including their level of collaboration, the effectiveness of the group to define and assume responsibilities, and how they work together – listening and learning from one another.

Individual grades will depend on the student’s activities (both reading and posting) ideas and comments in the online forum, and their part in the in-class presentation.

Note: The part that each team member is presenting is the part that you are individually being assessed on.

All student presentations will be judged by the following criteria:

Quality of the presentation material

Creativity

Clarity

Demonstration of knowledge

Speakers’ delivery ability

A rubric describing the criteria and grading structure is provided in Brightspace.

All assignments are due as indicated. If for any reason, a student cannot meet the assignment deadline, it is the student’s responsibility to communicate to the instructor via email in a timely manner. The instructor will determine the validity of the request and work with the student accordingly. If the student fails to communicate with the instructor or the reason is not deemed valid, the student will receive a failure for that particular assignment.

**DESCRIPTION** **PERCENTAGE**

As learning is conducive to discussions and collaboration, the contributing factors for determining your course grade include:

Group Presentations – 40% (20% group grade & 20% individual grade)

Primary Posts in the Discussion Forum – 10% (individual grade)

Subsequent Posts in the Discussion Forum – 10% (individual grade)

Class Participation - 10% (individual grade)

Final Group Presentation – 30% (15% group grade & 15% individual grade)

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Total = 100 %

See the [“Grades” section of Academic Policies](https://www.sps.nyu.edu/homepage/student-experience/policies-and-procedures.html#Graduate1) for the complete grading policy, including the letter grade conversion, and the criteria for a grade of incomplete, taking a course on a pass/fail basis, and withdrawing from a course.

**Course Outline**

**Start/End Dates:** 09/04/2024 - 12/04/2024 | Wednesday

**Time:** 07:00pm -- 09:35pm

**No Class Date(s):** N/A

**Special Notes:** N/A

The course will cover the chapters listed below. Prior to each class session, please read the chapter(s) listed that will be covered on that specific date. Completed assignments, final, and group projects should be uploaded to Brightspace when due.

**Session I, Wednesday, September 4**

Tonight, we will begin our course with:

-- Professor and student introductions,

-- Identifying group member assignments,

-- Discussing book selections, and

-- Reviewing assignments and due dates

We will also begin a lecture and our class discussion on:

Topic: Basic Introduction to Enterprise Risk Management

This session will cover some of the basics to set a solid foundation for the rest of the course.

During this class, the student will gain an understanding of:

- Internal Controls

- Risk Management

- Foreign Corrupt Practices Act

- Committee of Sponsoring Organizations (COSO)

- Sarbanes-Oxley Act (Sox) - 2002

- Generally Accepted Accounting Principles (GAAP)

- Generally Accepted Auditing Standards (GAAS)

New Assignments:

Read and discuss Chapters 1 thru 9 (Part I) from the Fundamentals of Risk Management textbook.

Online Forum Cycle #1 Discussion from September 4 to October 2 opens today. Post all your discussions related to the chapters assigned and any related researched material in the appropriate forum until 6pm ET Wednesday, October 2.

Your Group Presentation #1 (15-20-minute Power-point) based on your challenge question is due 6pm ET on Wednesday, October 2.

Read “The Smartest Guys in the Room” or watch the documentary via Netflix or Prime at your convenience. We will begin a class discussion about ENRON on Wednesday, November 27.

**Session 2, Wednesday, September 11**

Topic: Basic Introduction to Enterprise Risk Management (continuation form 1/23)

This session will continue to cover some of the basics to set a solid foundation for the rest of the course.

During this class, the student will gain an understanding of:

- Internal Controls

- Risk Management

- Foreign Corrupt Practices Act

- Committee of Sponsoring Organizations (COSO)

- Sarbanes-Oxley Act (Sox) - 2002

- Generally Accepted Accounting Principles (GAAP)

- Generally Accepted Auditing Standards (GAAS)

“In the News” discussion and opportunity to score class participation credit.

Assignment Reminders

Continue to read and discuss Chapters 1 thru 9 (Part I) from the Fundamentals of Risk Management textbook.

Online Forum Cycle #1 Group Discussion from September 4 to October 2- continue to post all your discussions related to the chapters assigned and any related researched material in the appropriate forum until 6pm ET on Wednesday, October 2

Your Group Presentation #1 (15-20-minute Power-point) based on your challenge question is due on Wednesday, October 2

Read “The Smartest Guys in the Room” or watch the documentary via Netflix or Prime at your convenience. We will begin a class discussion about ENRON on Wednesday, November 27.

**Session 3, Wednesday, September 18**

Topic: Different types of business risks

This session we will understand the various types of business risks and how they impact the organization.

 During this session, the student will learn about:

- Strategic risks

- Operations risks

- Finance risks

- Information risks

The focus of this class will be the major risk areas of the Enterprise.

“In the News” discussion and opportunity to score class participation credit.

Assignment Reminders

Continue to read and discuss Chapters 1 thru 9 (Part I) from the Fundamentals of Risk Management textbook.

Online Forum Cycle #1 Group Discussion from September 4 to October 2- continue to post all your discussions related to the chapters assigned and any related researched material in the appropriate forum until 6pm ET on Wednesday, October 2

Your Group Presentation #1 (15-20-minute Power-point) based on your challenge question is due on Wednesday, October 2

Read “The Smartest Guys in the Room” or watch the documentary via Netflix or Prime at your convenience. We will begin a class discussion about ENRON on Wednesday, November 27.

**Session 4, Wednesday, September 5**

Topic: COSO’s Risk Management process

This session will cover some of the recommended COSO steps in risk management.

During this session, the student will learn:

4 Step Process of Risk Management

* Risk identification
* Quantitative or Qualitative assessment of the documented risks
* Risk prioritization and response planning
* Risk monitoring

Assignment Reminders

Continue to read and discuss Chapters 1 thru 9 (Part I) from the Fundamentals of Risk Management textbook.

Online Forum Cycle #1 Group Discussion from September 4 to October 2- continue to post all your discussions related to the chapters assigned and any related researched material in the appropriate forum until 6pm ET on Wednesday, October 2

Your Group Presentation #1 (15-20-minute Power-point) based on your challenge question is due on Wednesday, October 2

Read “The Smartest Guys in the Room” or watch the documentary via Netflix or Prime at your convenience. We will begin a class discussion about ENRON on Wednesday, November 27.

**Session 5, Wednesday, October 2**

Topic: Challenge Question #1

This session will cover challenge question #1

During this session, the students will l have the opportunity to present their findings related to their Group Challenge Question #1

Following each presentation, the instructor will present additional information and related professional experiences.

All will wrap-up the topic with a lively discussion. All related questions will be answered before we move onto the next topic.

GROUP PRESENTATION #1 DUE TONIGHT – ONLINE FORUM #1 IS CLOSED

Each presentation will be followed by a class discussion of each related chapter. At the completion of each discussion, students will have a thorough understanding of the material covered in each chapter of the book. Students will have an opportunity to ask questions and share their opinions.

New Assignments – Read and discuss Chapters 10 thru 19 (Part II) from the Fundamentals of Risk Management textbook.

Online Forum Cycle #2 Discussion from opens today until October 16. Post all your discussions related to the chapters assigned and any related researched material in the appropriate forum until 6pm ET on October 16Your Group Presentation #2 (15-20-minute Power-point) based on your challenge question is due 6pm ET on October 16.

Read “The Smartest Guys in the Room” or watch the documentary via Netflix or Prime at your convenience. We will begin a class discussion about ENRON on Wednesday, November 27.

**Session 6, Wednesday, October 9**

Topic: Different types of business risks

This session we will continue to understand the various types of business risks and how they impact the organization.

 During this session, the student will learn about:

- Legal risks

- Reputation risks

- Environmental risks

- Cyber risks

The focus of this class will continue to be the major risk areas of the Enterprise.

Assignments – Continue to read and discuss Chapters 10 thru 19 (Part II) from the Fundamentals of Risk Management textbook.

Online Forum Cycle #2 Discussion from Wednesday, October 2 to October 16 continues. Post all your discussions related to the chapters assigned and any related researched material in the appropriate forum until 6pm ET on October 16.

Your Group Presentation #2 (15-20-minute Power-point) based on your challenge question is due 6pm ET on October 16

Read “The Smartest Guys in the Room” or watch the documentary via Netflix or Prime at your convenience. We will begin a class discussion about ENRON on Wednesday, November 27.

**Session 7 Wednesday, October 16**

Topic: Challenge Question #2

This session will cover challenge question #2

During this session, the students will l have the opportunity to present their findings related to their Group Challenge Question #2

Following each presentation, the instructor will present additional information and related professional experiences.

All will wrap-up the topic with a lively discussion. All related questions will be answered before we move onto the next topic.

GROUP PRESENTATION #2 DUE TONIGHT – ONLINE FORUM #2 IS CLOSED

Each presentation will be followed by a class discussion of each related chapter. At the completion of each discussion, students will have a thorough understanding of the material covered in each chapter of the book. Students will have an opportunity to ask questions and share their opinions.

New Assignments – Read and discuss Chapters 20 thru 28 (Part III) from the Fundamentals of Risk Management textbook.

Online Forum Cycle #3 Discussion opens today. Post all your discussions related to the chapters assigned and any related researched material in the appropriate forum until 6pm ET on October 30.

Your Group Presentation #3 (15-20-minute Power-point) based on your challenge question is due 6pm ET on October 30.

Read “The Smartest Guys in the Room” or watch the documentary via Netflix or Prime at your convenience. We will begin a class discussion about ENRON on Wednesday, November 27.

**Session 8, Wednesday, October 23**

Topic: US Regulatory requirements

During this session we will discuss the value of creating a Board Level Risk Committee and how the enterprise meets it regulatory requirements.

Students will learn:

- having a Board Level Risk Committee

- how it all works with SOX

- how the enterprise meets it regulatory requirements

“In the News” discussion and opportunity to score class participation credit.

Assignments: Continue to read and discuss Chapters 20 thru 28 (Part III) from the Fundamentals of Risk Management textbook.

Online Forum Cycle #3 Discussion opens today. Post all your discussions related to the chapters assigned and any related researched material in the appropriate forum until 6pm ET on October 30.

Your Group Presentation #3 (15-20-minute Power-point) based on your challenge question is due 6pm ET on October 30.

Read “The Smartest Guys in the Room” or watch the documentary via Netflix or Prime at your convenience. We will begin a class discussion about ENRON on Wednesday, November 27.

**Session 9, Wednesday October 30**

Topic: Challenge Question #3

This session will cover challenge question #3

During this session, the students will l have the opportunity to present their findings related to their Group Challenge Question #3

Following each presentation, the instructor will present additional information and related professional experiences.

All will wrap-up the topic with a lively discussion. All related questions will be answered before we move onto the next topic.

GROUP PRESENTATION #3 DUE TONIGHT – ONLINE FORUM #3 IS CLOSED

Each presentation will be followed by a class discussion of each related chapter. At the completion of each discussion, students will have a thorough understanding of the material covered in each chapter of the book. Students will have an opportunity to ask questions and share their opinions.

New Assignments – Read and discuss Chapters 29 thru 35 (Part IV) from the Fundamentals of Risk Management textbook.

Online Forum Cycle #4 Discussion opens today. Post all your discussions related to the chapters assigned and any related researched material in the appropriate forum until 6pm ET November 13

Your Group Presentation #4 (15-20-minute Power-point) based on your challenge question is due 6pm ET on November 4.

**Session 10, Wednesday, November 6**

Topic: Topic: The Seven Principles

This class discussion will focus on the seven principles.

During this session, the student will learn about the seven principles, and the importance of Enterprise Governance, Compliance, Oversight Decision Making and Organizational Learning.

This session will cover the seven principles.

“In the News” discussion and opportunity to score class participation credit.

Assignments – Continue to read and discuss Chapters 29 thru 35 (Part IV) from the Fundamentals of Risk Management textbook.

Online Forum Cycle #4 Discussion continues. Post all your discussions related to the chapters assigned and any related researched material in the appropriate forum until 6pm ET November 13

Your Group Presentation #4 (15-20-minute Power-point) based on your challenge question is due 6pm ET on November 4.

**Session 11, Wednesday, November 13**

Topic: Challenge Question #4

This session will cover challenge question #4

During this session, the students will l have the opportunity to present their findings related to their Group Challenge Question #4

Following each presentation, the instructor will present additional information and related professional experiences.

All will wrap-up the topic with a lively discussion. All related questions will be answered before we move onto the next topic.

GROUP PRESENTATION #4 DUE TONIGHT – ONLINE FORUM #4 IS CLOSED

Each presentation will be followed by a class discussion of each related chapter. At the completion of each discussion, students will have a thorough understanding of the material covered in each chapter of the book. Students will have an opportunity to ask questions and share their opinions.

No new Assignments.

Assignment Reminder:

Course FINAL due 6pm EST on Wednesday, December 4, details in Brightspace.

**Session 12, Wednesday, November 20**

Topic: Internal Risk groups: Audit and Risk Committees

During this session we will discuss the importance of an independent Audit Committee and the value of creating a Board Level Risk Committee.

Students will learn:

- about the creation of a solid Audit Committee

- how the Audit Committee manages risks in the organization

- having a Board Level Risk Committee

“In the News” discussion and opportunity to score class participation credit.

No new Assignments.

Assignment Reminder:

Course FINAL due 6pm EST on Wednesday, December 4, details in Brightspace.

**Session 13, Wednesday, November 27**

Topic: ENRON –OUR CLASS CASE STUDY

This session will cover some of the key players and aspects of the ENRON case.

During this session, the student will learn about:

-the scandal that shook the financial world

-some of its key players and their role in the scandal

-why the U.S. government passed the Sarbanes Oxley (SOX) into law

Students will be encouraged to use their knowledge of the ENRON scandal in their group presentations.

“In the News” discussion and opportunity to score class participation credit.

No new Assignments.

Assignment Reminder:

Course FINAL due 6pm EST on Wednesday, December 4, details in Brightspace.

**Session 14 Wednesday, December 4**

Final ENRON presentations are due today. Please post the final version of your Group’s PowerPoint presentation in Brightspace no later than 6pm ET today.

*At the discretion of the faculty, the syllabus may be modified to better meet the needs of the students and to achieve the learning outcomes established in the syllabus.*

**NOTES:**

The syllabus may be modified to better meet the needs of students and to achieve the learning outcomes.

The School of Professional Studies (SPS) and its faculty celebrate and are committed to inclusion, diversity, belonging, equity, and accessibility (IDBEA), and seek to embody the IDBEA values. The School of Professional Studies (SPS), its faculty, staff, and students are committed to creating a mutually respectful and safe environment (*from the* [SPS IDBEA Committee](https://www.sps.nyu.edu/homepage/about-us/idbea/about-idbea.html)).

**New York University School of Professional Studies Policies**

1. Policies - You are responsible for reading, understanding, and complying with [University Policies and Guidelines](http://www.nyu.edu/about/policies-guidelines-compliance.html), [NYU SPS Policies and Procedures](http://sps.nyu.edu/academics/academic-policies-and-procedures.html), and [Student Affairs and Reporting](https://www.nyu.edu/about/policies-guidelines-compliance/policies-and-guidelines/student-services.html).

2. Learning/Academic Accommodations - New York University is committed to providing equal educational opportunity and participation for students who disclose their dis/ability to the [Moses Center for Student Accessibility](https://www.nyu.edu/students/communities-and-groups/student-accessibility.html). If you are interested in applying for academic accommodations, contact the [Moses Center](https://www.nyu.edu/students/communities-and-groups/student-accessibility/academic.html) as early as possible in the semester. If you already receive accommodations through the Moses Center, request your accommodation letters through the [Moses Center Portal](https://www.nyu.edu/students/communities-and-groups/student-accessibility.html) as soon as possible ([mosescsa@nyu.edu](mailto:mosescsa@nyu.edu) | 212-998-4980).

3. Health and Wellness - To access the University's extensive health and mental health resources, contact the [NYU Wellness Exchange](https://www.nyu.edu/students/health-and-wellness/wellness-exchange.html). You can call its private hotline (212-443-9999), available 24 hours a day, seven days a week, to reach out to a professional who can help to address day-to-day challenges as well as other health-related concerns.

4. Student Support Resources - There are a range of resources at SPS and NYU to support your learning and professional growth. For a complete list of resources and services available to SPS students, visit the [NYU SPS Office of Student Affairs site](https://www.sps.nyu.edu/homepage/student-experience/resources-and-services.html).

5. Religious Observance - As a nonsectarian, inclusive institution, NYU policy permits members of any religious group to absent themselves from classes without penalty when required for compliance with their religious obligations. Refer to the [University Calendar Policy on Religious Holidays](https://www.nyu.edu/about/policies-guidelines-compliance/policies-and-guidelines/university-calendar-policy-on-religious-holidays.html) for the complete policy.

6. Academic Integrity and Plagiarism - You are expected to be honest and ethical in all academic work. Moreover, you are expected to demonstrate how what you have learned incorporates an understanding of the research and expertise of scholars and other appropriate experts; and thus recognizing others' published work or teachings—whether that of authors, lecturers, or one's peers—is a required practice in all academic projects.

Plagiarism involves borrowing or using information from other sources without proper and full credit. You are subject to disciplinary actions for the following offenses which include but are not limited to cheating, plagiarism, forgery or unauthorized use of documents, and false form of identification

[Turnitin](https://www.nyu.edu/servicelink/KB0018471), an originality detection service in NYU Brightspace, may be used in this course to check your work for plagiarism.

Read more about academic integrity policies at the NYU School of Professional Studies on the [Academic Policies for NYU SPS Students](https://www.sps.nyu.edu/homepage/student-experience/policies-and-procedures.html) page.

7. Use of Third-Party Tools - During this class, you may be required to use non-NYU apps/platforms/software as a part of course studies, and thus, will be required to agree to the “Terms of Use” (TOU) associated with such apps/platforms/software.

These services may require you to create an account but you can use a pseudonym (which may not identify you to the public community, but which may still identify you by IP address to the company and companies with whom it shares data).

You should carefully read those terms of use regarding the impact on your privacy rights and intellectual property rights. If you have any questions regarding those terms of use or the impact on the class, you are encouraged to ask the instructor prior to the add/drop deadline.