System Administration Policy Document

# Team 1

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# Introduction

## Document Purpose

The purpose of this System Administration Policy Document is to outline best practices for use of the system as well as policies and procedures for ensuring the system is properly maintained. Team One seeks to maintain a functional working environment to allow for efficient testing. Format derived from System Requirements Specification Template and System Test Specification Template by Sipantzi and Tucker (2021).

## Intended Audience

* Program Manager – The project managers will be responsible for facilitating requirements elicitation and negotiations with the client; this document will be produced, delivered, and updated by the project manager to this end.
* Development Team – The developers are responsible for adhering to this document to produce the correct product in a timely fashion according to customer expectations for features and performance.

## Project Scope and Product Context

This project is a continuation of the project from Fall 2021 semester. The goal of this project is to build and train an Artificial Intelligence algorithm to detect abnormal data on the system. This project uses the existing SCADA framework from the previous semester to allow communication between the hardware and software used in this project to oversee the controls and operations and flag any potential malicious activity

# Administrative Policies

* 1. **Appropriate Usage**
     1. This system is only to be used for fulfillment of CSIS 486: Computer Science Cyber Security Capstone Class Spring 2022.
     2. This policy is only to be implemented for the Spring 2022 semester. If the client were to adapt this project to their own architecture, a more robust system administration policy should be written.
  2. **Disaster Recovery**
     1. Given the nature of this project team one expects that all physical disaster recovery will be handled by Liberty University as they are hosting the server on which the system architecture lives. However, team one is responsible all other forms of disaster recovery.
     2. The primary disaster recovery plan is to revert to a previous working snapshot.
  3. **Email**
     1. Windows server 2016 box will be hosting a simple email server that will be responsible for collecting alert emails from Grafana as well as any other alerts that are to be set up this semester.
  4. **Licensing**
     1. All matters of licensing will be handled through Liberty University and all requests will be submitted to the Program Manager for approval.
  5. **Passwords**
     1. Passwords must meet the minimum requirements as set by the development team.
  6. **Responsibilities**
     1. The development team is responsible for all system administration tasks such as the following: ensuring that all systems remain up to date, user permissions are adequate and appropriate, ensuring that the security plan is followed, and reasonable security measures are taken.
  7. **Snapshots**
     1. Snapshots must be taken after every major project milestone. They will also be taken semi periodically throughout the semester to ensure that there will always be an available working snapshot of each box on the system.
  8. **Users**
     1. This project is a POC (Proof of Concept) and at this time it is not reasonable to assume that there will be average users on the system. The only authorized users are the development team who will need administrator level privileges. The windows server is set up with active directory should the need to establish a user hierarchy in the future.

**References**

Sipantzi, T., Tucker, R. (2021). System Requirements Specification Template. CSIS 471: Software Development.