|  |  |
| --- | --- |
| OSYS2020 | **TENTATIVE WORK PLAN** |
| Windows Security |  |

**FACULTY INFORMATION**

|  |  |  |
| --- | --- | --- |
| Name | Marie Dutka | **Academic Chair:**  Michael Purcell  michael.purcell@nscc.ca  **Student Services Advisor:**  Melanie Karas  [Melanie.Karas@nscc.ca](mailto:Melanie.Karas@nscc.ca)  **Administrative Assistant**  Katherine Osborne  Katherine.Osborne@nscc.ca |
| Email | Marie.Dutka@nscc.ca |
| Office Telephone | NA |
| Campus | Institute of Technology |
| Office Location | D311 |
| Availability | By Appointment |

**TEXTBOOK / RESOURCE REQUIREMENTS**

NA

**SUPPLIES / ADDITIONAL RESOURCES**

NA

**ACCREDITATION / EXTERNAL CERTIFICATION**

OSYS1020 – Operating Systems Security

**ASSESSMENT AND EVALUATION METHODS**

A variety of informal and formal methods may be used for assessing and evaluating your learning, including but not limited to:

* Assignments
* Labs
* Tests
* Projects
* Field Work
* Presentations
* Peer Assessments
* Self-Assessments

**Evaluation Scheme:**

Lab\Assignments: 5 @ 20% each 100%

**Total** 100%

Quizzes and assignments will be electronically submitted to Brightspace before the specified due date. It is the student’s responsibility to ensure that all submissions are in the correct structure and format before uploading.

**Late Submissions**

Assessments and evaluations are to be handed in on or before the specified due date. Late submissions may not be accepted after assignments have been corrected and returned to other learners. Late submission will incur a 5% penalty per calendar day (including weekends), off the assessed mark, until it has been correctly submitted.Should you be unable to complete an evaluation, speak with your faculty **prior** to the due date about your options.

**Supplemental Evaluations**

Students may be eligible to write supplemental evaluations however, not all courses are eligible for a course supplemental evaluation. Approval to exempt a course from eligibility for supplemental evaluation must be granted by the school Dean and the Director of Enrolment and Registrar. For more information speak with your faculty or Academic Chair.

|  |
| --- |
| TENTATIVE SCHEDULE |
| Because every learner is different, it is effective to align the pace, workload, and delivery strategy to strengths of the learners. In a creative learning environment, **you should expect some variations** from this tentative work plan as well as a variety of informal assessments throughout the course. |

| Week/Unit | Topics/Description | Relevant Learning Outcome(s) | Value/Evaluation/ Due Dates (if applicable) |
| --- | --- | --- | --- |
| Week 0  Jan 4-6 | Course Introduction and Review |  |  |
| Week 1  Jan 7-13 | Create client / server |  |  |
| Week 2  Jan 14-20 | dev environment |  |  |
| Week 3  Jan 21-27 | **Assignment # 1**  AD / DNS / Shema | **1, 2, 3** | 20% |
| Week 4  Jan 28 – Feb 3 | Security |  |  |
| Week 5  Feb 4-10 | Maintenance  **Assignment # 2** | **1, 2, 3** | 20% |
| Week 6  Feb 11-17  (PD Day Feb 16) | Permissions |  |  |
| Week 7  (Heritage Day Feb 19)  Feb 18-24 | Directories |  |  |
| Week 8  Feb 25 –Mar 2 | **Assignment # 3**  Group policies | **1, 2, 3** | 20% |
| Week 9  Mar 3-9 | Policies |  |  |
| Week 10  Mar 10-16 | Study Week |  |  |
| Week 11  Mar 17-23 | **Assignment 4**  Security scripting | **1, 2, 3** | 20% |
| Week 12  Mar 24-30  (Good Friday Mar 29) | Auditing and Monitoring  Environment hardening |  |  |
| Week 13  (Easter Monday Apr 1)  Mar 31- Apr-6 | Patch Management |  |  |
| Week 14  Apr 7- 13 | **Assignment 5** | **1, 2, 3** | 20% |
| Week 15  Apr 14- 17 | Wrap up |  |  |

ADDITIONAL INFORMATION

**Inclusion and Integrity of the Learning Environment**

We strive to ensure that equity, inclusion and social justice is the reality for all students, faculty and staff. We commit to provide a safe and respectful working and learning environment where differences are valued, expected and honored. Within this environment, students are required to demonstrate the values of respect, academic integrity and honesty.

To support these goals, we have the following policies:

* Respectful Workplace and Learning Environment
* Student Code of Conduct
* Employee Code of Conduct
* Sexual Violence
* Academic Integrity
* Academic Accommodations
* Educational Equity

For more information, visit <https://www.nscc.ca/about/publications/policies-procedures/index.asp>

**Appealing a Final Grade**

NSCC is committed to a fair, transparent and timely approach to a student’s right to challenge academic decisions and non-academic decisions that affect academic progress and standing.

If you feel your final grade is unreasonable, speak with your Faculty or Academic Chair about your concerns. If the issue is not resolved, you may pursue a formal appeal. Speak with your Student Services Advisor for more information on the [Student Appeals Policy](https://www.nscc.ca/about/publications/policies-procedures/policies/student-appeals-policy.asp), procedures, and your eligibility.

**Copyright**

Copyright compliance is a legal responsibility. All students, staff and faculty at NSCC are required to abide by the NSCC [Use of Copyright Materials Policy](https://www.nscc.ca/about/publications/policies-procedures/policies/use-of-copyright-materials-policy.asp), [Fair Dealing Guidelines](https://www.nscc.ca/about/publications/policies-procedures/policies/fair-dealing-guidelines.asp) and the *Copyright Act of Canada* when copying materials. This includes art, music, videos, sound recordings, images, printed works (book, journals, newspapers, etc.) and materials on the Internet. Check with your Campus Library if you have questions or visit our [Copyright Guide](https://subjectguides.nscc.ca/copyright/).

**Preparing for Learning**

Your success in this course stems largely from your level of engagement and willingness to learn. Preparation, attendance, and participation are key factors in learning. If you feel overwhelmed, lost, or disengaged, speak with your faculty, Academic Chair, or Student Services Advisor about how we can help.

**Student Supports**

Student Services provides you with a wide range of supports. For more information, visit [Student supports](https://www.nscc.ca/study-at-nscc/student-supports/index.asp).

For support with Brightspace contact the Technology Service Desk by visiting [servicedesk.nscc.ca](https://servicedesk.nscc.ca). Click *Create a Request* (Select “Brightspace (D2L)”, then "Brightspace (D2L) Student Support”). Or, by phone, dial 902 491-6774 (press 4), or Toll-free:1 877 491-6774 (press 4). For self-directed, how-to resources to aid in using Brightspace, visit the [Brightspace (D2L) Toolkit](https://d2ltoolkit.nscc.ca/).

**Take care of yourself**

As a student, you may experience a range of challenges that can interfere with learning, such as strained relationships, increased anxiety, substance use, feeling down, difficulty concentrating or lack of motivation. This may impact your daily activities and impact your academic performance.

We are here to support you.

To talk to a counsellor and explore other supports: [Student Mental Health and Wellness Resources](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fnscc.sharepoint.com%2Fservices%2FPages%2FStudent-counselling-health-and-wellness-overview.aspx&data=05%7C01%7CDonna.McRae-Murphy%40nscc.ca%7Cb0e99ec76b4d4db0a92908db44c01eb1%7Cc59bd97a4b1b4dab89aca0ab6a8e4435%7C0%7C0%7C638179364151236452%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=D3uhDGj9zQbCF5TS5AhxE4L6hYGKYlCp3rf92djMNvo%3D&reserved=0)

For online supports and our 24/7 student helpline:  [HealthymindsNS](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fhealthymindsns.ca%2F&data=05%7C01%7CDonna.McRae-Murphy%40nscc.ca%7Cb0e99ec76b4d4db0a92908db44c01eb1%7Cc59bd97a4b1b4dab89aca0ab6a8e4435%7C0%7C0%7C638179364151236452%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=8KZlJNpj4505LJyEDVkZJtTRwiiQHcN7tMBccKMIDuc%3D&reserved=0)

Your wellbeing is a priority – review our [Mental Wellness Strategy](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fnscc.sharepoint.com%2Fservices%2FPages%2FMental-Wellness-Strategy.aspx&data=05%7C01%7CDonna.McRae-Murphy%40nscc.ca%7Cb0e99ec76b4d4db0a92908db44c01eb1%7Cc59bd97a4b1b4dab89aca0ab6a8e4435%7C0%7C0%7C638179364151236452%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=OIBKH139B7Pw5OdNQTwlEUOjMeGaElyDsVlxkNH2UVg%3D&reserved=0)

**Workplan Approval**

|  |  |  |  |
| --- | --- | --- | --- |
| A picture containing drawing  Description automatically generated |  |  |  |
| Signature: Faculty |  |  | Signature: Academic Chair, Manager Alternate Delivery, or Dean’s Designate |
| Marie Dutka |  |  | Michael Purcell |
| Name of Faculty Member |  |  | Name of Academic Chair, Manager Alternate Delivery, or Dean’s Designate |
| Dec 18, 2023 |  |  |  |
| Date |  |  | Date |