

Information Security & Assurance

IT2030C
Summer Semester 2018

Instructor's Name: **Matthew Williams, CISSP, CISM, GSEC, ITIL v3 Foundations**
E-mail address: Matthew.Williams@uc.edu
Office hours: **By appointment.**

Instructor communication policy

Email is the best way to communicate; email your instructor at matthew.williams@uc.edu with questions, to arrange an office hour appointment, or to inform your instructor if you will miss a class. Responses are generally returned within 48 hours.

The subject for all emails to your instructor should include the course name and section number in the subject field. E-mail messages that are missing this information may be automatically redirected to a folder seldom checked. The following is recommended: "Information Security - 002 - <subject>". Please include the section as that will speed up responses.

Per university requirements, your instructor is only able to communicate to UC.EDU email addresses. Failure to use your UC.EDU account when contacting your instructor for academic reasons may result in a lack of response.

Course description

This course is an overview of information security and assurance and how it can be used to mitigate cyber-attacks. This course provides the foundation for understanding the key issues associated with protecting information assets, how to do effective risk assessments, determining the levels of protection and response to security incidents, and designing a consistent, reasonable information security system, with appropriate intrusion detection and reporting features. The course also provides an overview of various cyber-attacks and how they can negatively impact the bottom line.

The purpose of the course is to provide the student with an overview of the damage that cyber-attacks can cause and provide some understanding of how these attacks can be minimized. Students will be exposed to the spectrum of security activities, methods, methodologies, and procedures. Coverage will include inspection and protection of information assets, detection of and reaction to threats to information assets, and examination of pre and post-incident procedures, technical and managerial responses and an overview of the information security planning and staffing functions. This is an entry level course into the field of information security.

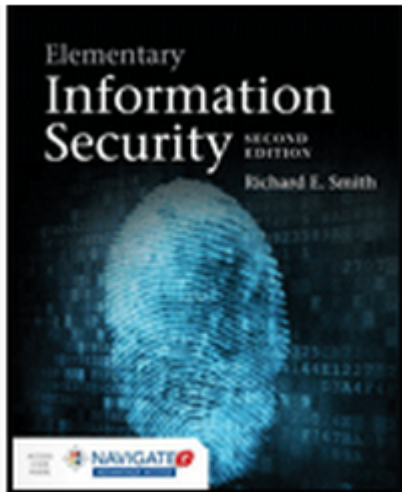
Student learning outcomes

Upon completion of this course, the student will be able to:

1. Identify and prioritize information assets.
2. Identify and prioritize threats to information assets.
3. Define an information security strategy and architecture.
4. Plan for and respond to intruders in an information system.
5. Identify types of ethical issues regarding the use of information technology in our daily lives.
6. Know/understand the security and privacy related Federal/State/Local government-wide and organization-specific laws, regulations, policies, guidelines, and standards, and how to apply them.
7. Present a disaster recovery plan for recovery of information assets after an incident.

Required text

Elementary Information Security, 2nd Edition



Author: Richard E. Smith

ISBN: 978 1284055931

Copyright Year: 2016

Publisher: Jones & Bartlett Learning

An ideal text for introductory information security courses, the second edition of Elementary Information Security provides a comprehensive yet easy-to-understand introduction to the complex world of cybersecurity and technology. Thoroughly updated with recently reported cybersecurity incidents, this essential text enables students to gain direct experience by analyzing security problems and practicing simulated security activities. Emphasizing learning through experience, Elementary Information Security, Second Edition addresses technologies and cryptographic topics progressing from individual computers to more complex Internet-based systems.

[Link to the UC Bookstore](#)

Pre-requisites and co-requisites

None

Electronic communication and usage policy

This class will use Blackboard, a web-based course management system with password-protected access located within Canopy at <https://canopy.uc.edu>, to distribute course materials, to communicate, to post grades, to submit assignments, and to give online assessments and surveys. Technical and user support can be found within Blackboard, by calling the IT@UC Service Desk, 513-566-HELP (4357) or 866-397-3382. Searching the IT@UC Knowledge Base (KB) at <https://www.uc.edu/ucit/help.html> is recommended to be used first.

Electronic devices (including smart phones, laptops, and tablets) may be used in this course. However, if a digital device is used for anything other than class activities (including, but not limited to, instant messaging on a computer, text messaging on cell phones, email, "Facebooking," watching videos, playing games, etc.) for in-person sections, the student may be dismissed from class and counted absent. Sound for all devices, including cell phone ringers, must be turned off to avoid disrupting class. Interruption of class may result in dismissal from class and a zero posted for any assignments or activities missed.

Class attendance policy

Attendance for in-class sections is expected throughout each and every week; however, actual attendance is up to the student. Grade performance is a demonstrated function of attendance, preparation and participation. Students can get behind very easily by skipping classes, resulting in a poor understanding of the material, which will result in a poor grade

for the class. Any class material missed is the student's responsibility to make up. Part of the students' final grade will be a function of their attendance over the semester. Daily attendance sheets will act as the official record for attendance and participation for in-class assignments. It is the responsibility of each student to ensure that they have been marked as present on the daily attendance sheet.

Withdrawal policy

The final day to withdraw for the semester is July 13, 2018. For a list of other important dates related to registration, please see the [PDF on the OneStop website](#).

Enrollment policy

Only those students who are enrolled in the class may attend lectures, receive assignments, take quizzes and exams, and receive a grade in the class. If a student is administratively withdrawn from this course, they will not be permitted to attend class nor will they receive any grade for the class.

Submitting assignments and other work

All homework assignments must be submitted through the appropriate Learning Module in Blackboard. Assignments submitted through email will not be accepted unless previously discussed with and approved by the instructor. Unless otherwise noted, it is expected that all assignments will be submitted as Microsoft Office documents or Adobe PDF documents. Submitting assignments in other formats may result in zero credit assigned.

Assignments may become available at any point prior to their due date. Once an assignment becomes available, it may be attempted. Submitting an assignment early is perfectly fine.

Specifics for submitting work are listed below unless directed otherwise. Points will be deducted if these are not followed.

The following format must be used when submitting assignments:

- Page: 1-inch margins all around
- Font: 12-pt. Arial or Times New Roman
- Lines: Double-spaced
- APA or MLA format for all citations

Proper use of citation support is expected. Information and examples:

- <http://www.apa.org/journals/webref.html>
- <http://www.citationmachine.net/mla/cite-a-book>

Each assignment must include the following information in the header:

- Course name (i.e. "Information Security & Assurance")
- Assignment name
- Names of all people that worked on the assignment
- Content of assignment should begin on the first page 1" from the top.

Other work may be assigned for this course including required discussions, quizzes and midterm and final exams. Additional instructions for this work may accompany that work. Some discussions or assignments may be assigned without advanced notice and may be required to be completed in class or at a specific time.

The two exams are non-cumulative. The content will come from the text and other material presented in lecture sessions as well as the quizzes. Note that material presented in class will supplement the assigned reading. Therefore, class attendance and good note taking are essential tactics for success. There will be no make-up examinations. If necessary, it is the responsibility of the student to arrange for an excused absence before the exam where the exam may be able to be taken early. A grade of zero will be assigned for all quizzes and exams missed without prior arrangement.

Exams will be given online via Blackboard and will be available at 7AM and end at 11:59PM as noted. There is no in-class meeting on the day(s) of exams. The exams will have a 3-hour time limit and must be completed in one sitting.

Quizzes will generally be due at 11:59PM on Sundays unless noted otherwise, will have a 1-hour time limit and must be completed in one sitting.

It's the responsibility of the student to verify successful submission of assignments, quizzes, and exams.

Any technical issues encountered during a quiz or exam must be communicated immediately to the instructor to allow your instructor to provide assistance. Failure to reach out immediately may prohibit the instructor from assisting and the grade assigned will be based on the submission.

Late work policy

Keep in mind that all assignments are to be submitted via Blackboard and have a due date; after the due date the assignment may no longer be visible and a zero will be posted for non-submitted work.

Failure to attend class does not relieve the student of responsibility to turn in homework assignments on time, complete labs, quizzes, or exams, nor for the material covered during class.

Quizzes and Exams may not be made up if missed or if submitted late. Discussions will not be accepted if missed or late. Other late assignments, or 2nd attempts may be accepted for partial credit if submitted after the due date, but must be received prior to 11:59 p.m., Sunday, July 29, 2018. Any work received after this date (aside from the final exam) will not be accepted.

Exceptions may be made at the discretion of the instructor, but will generally only be granted in cases of true family/personal emergencies and will require documentation.

Special Needs policy

Students who have any special needs related to your participation in this course, including identified visual impairment, hearing impairment, physical impairment, communication disorder, and/or specific learning disability that may influence their performance in this course, must meet with the instructor to arrange for reasonable provisions to ensure an equitable opportunity to meet all the requirements of this course. At the discretion of the instructor, some accommodations may require prior approval by Disability Services.

Counseling Services policy

Students have access to counseling and mental health care through the University Health Services (UHS), which can provide both psychotherapy and psychiatric services. In addition, Counseling and Psychological Services (CAPS) can provide professional counseling upon request; students may receive five free counseling sessions through CAPS without insurance. Students are encouraged to seek assistance for anxiety, depression, trauma/assault, adjustment to college life, interpersonal/relational difficulty, sexuality, family conflict, grief and loss, disordered eating and body image, alcohol and substance abuse, anger management, identity development and issues related to diversity, concerns associated with sexual orientation and spirituality concerns, as well as any other issue of concerns. After hours, students may call UHS at 513-556-2564 or CAPS Cares at 513-556-0648. For urgent physician consultation after-hours students may call 513-584-7777.

Title IX policy

Title IX is a federal civil rights law that prohibits discrimination on the basis of your actual or perceived sex, gender, gender identity, gender expression, or sexual orientation. Title IX also covers sexual violence, dating or domestic violence, and stalking. If you disclose a Title IX issue to me, I am required forward that information to the Title IX Office. They will follow up with you about how the University can take steps to address the impact on you and the community and make you aware of your rights and resources. Their priority is to make sure you are safe and successful here. You are not required to talk with the Title IX Office. If you would like to make a report of sex or gender-based discrimination, harassment or

violence, or if you would like to know more about your rights and resources on campus, you can consult the website www.uc.edu/titleix or contact the office at 556-3349.

Grading policy

Be aware that Blackboard's default grading formula simply divides points earned by total points possible. The grading formula for this course applies different weights by assignment type so it is possible that a "running total" may not be accurate for this course.

Grades will be based on the following:

Assignments	35%
Quizzes	20%
Midterm Exam	20%
Final Exam	20%
Attendance	5%

Final grades will be submitted using the following breakdown:

93 – 100%	A	73 - <77%	C
90 - <93%	A-	70 - <73%	C-
87- <90%	B+	67 - <70%	D+
83 - <87%	B	63 - <67%	D
80 - <83%	B-	60 - <63%	D-
77 - <80%	C+	<60%	F

Course evaluation

The CECH School of Information Technology requires that each course is evaluated each time it is taught. The college uses a confidential web-based system, *CoursEval*, for these evaluations. At the beginning of finals week you will receive an email with "CoursEval" as the topic. There is a link on that email that will take the student directly to the evaluation. The online system is confidential and anonymous. The instructor will receive only a summary report of combined data after final grades have been submitted. Instructors greatly value student input regarding the strengths and areas for improvement of this course. Student feedback is essential for instructors to continually improve instruction and provide for quality student learning and outcomes.

Academic integrity policy

The University Rules, including the Student Code of Conduct, and other documented policies of the department, college, and university related to academic integrity will be enforced. Any violation of these regulations, including acts of plagiarism or cheating, will be dealt with on an individual basis according to the severity of the misconduct.

Frequently students will be provided with "take-home" exams or exercises. It is the student's responsibility to ensure they fully understand to what extent they may collaborate or discuss content with other students. No exam work may be performed with the assistance of others or outside material unless specifically instructed as permissible. If an exam or assignment is designated "no outside assistance" this includes, but is not limited to, peers, books, publications, the Internet and the WWW.

This syllabus may be updated at anytime.