**ICT406 Assessment 4**

**Assignment 2**

**Assignment Details:**

**Assignment Weight:** 40%

**Assignment Due:** End of Week 12 (Based on Subject Timetable)

**Collaboration Type:** Individual Assignment

**Submission:** Online via subject via the subject website

**Case Study:**

A law firm in Australia is classified as one of the best law firms dedicated for their excellence in respect to ethics and privacy of their clients. They are specialised in across an extensive range of legal areas including:

* Family Law,
* Employment law,
* Financial Settlement,
* Preparing wills,
* Dispute resolution,
* Commercial law,
* Property law,

Recently, they have suffered a data breach that has affected up to hundreds of their clients when their personal information was illegally obtained by hackers.

**Requirements:**

Your team have been assigned to rewrite the entire privacy and security policy for the law firm respecting all ethical values for the law firm, their employee and their client. This privacy and security policy must include:

1. Introduction.
2. Information they collect.
3. How they collect the information.
4. How they use this personal information.
5. How they disclose this personal information.
6. Use of cookies and tags by the firm.
7. How they keep and secure information in respect to cybersecurity.
8. Would they disclose (and how) any information across the border.
9. Managing complaints about breach of confidentiality.
10. How they protect Australian data protection laws.
11. Changes and revision plan for next policy.
12. How the clients can contact.

This privacy and security policy must be written in consideration with all the materials covered in the lectures:

* General aspects of ethics related to information technologies.
* Advantages and disadvantages of surveillance issues in this case. (Monitor of CCTV for breach).
* Breach of individual right.
* The failure in data protection.
* Evaluation of computer crime and cybersecurity.
* Issues of Intellectual Property (IP) right. The law firm and their clients IP related documents.

**Document Format:**

Document in Microsoft Word containing all answers and relevant screenshots. - Screenshots must be clearly legible.

**Length:** Maximum 2000 words excluding diagrams, screenshots and references. The assignment must follow the below format:

**Cover Page:** Including Subject Name and Number, Students Name and Number

**Table of Contents:** Use Microsoft Word tool to insert Table of Contents

## **Introduction:** Provide a brief introduction of problems, goals, and objectives.

## **Task Description:** Clearly state the tasks or requirements of the assignment. This includes all the

## contents mentioned above.

## **Conclusion:** Summarise the challenges faced, and any assumptions

## **References:** Include any references to textbooks, online resources, or class materials.

**Marking Rubrics:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Contents** | **Excellent** | **Good** | **Fair** | **Poor** | **Points** |
| **Cover Page**  **(1 Mark)** | Include subject name, number, assignment number, team number, team members name & id | Include assignment number, team members name and Id | Include team members name & id | Cover page not included |  |
| **Table of Contents**  **(1 Mark)** | Insert by word including title, content name, page number | Manually created by student including title, content name and page number | Include contents | No table of contents |  |
| **Introduction**  **(4 Marks)** | Comprehensive explanation of background and objective and goals of the project. | Clear presentation of the background and objective of the project. | Justified presentation of the background and objective of the project. | No introduction or poorly presented materials of background and objective of the project. |  |
| **Privacy and Security Policy**  **(20 Marks)** | Professional answer to the list of enquiries that could satisfy the need of the project in the real world. | Clear answer that satisfies the need of the project, but it is not applicable in the real world. | An answer that needs explanation or justification for further clarification and has a missing satisfying response. | An answer that does not provide a full picture for the expected outcome. |  |
| **Relevance to lecture materials**  **(10 Marks)** | Professional answer to the list of enquiries that could satisfy the need of the project in the real world. | Clear answer that satisfies the need of the project, but it is not applicable in the real world. | An answer that needs explanation or justification for further clarification and has a missing satisfying response. | An answer that does not provide a full picture for the expected outcome. |  |
| **Conclusion**  **(2 Marks)** | Exceptional critical thinking to conclude the work. Providing a deep evaluation analysis and thought demonstrated in the project. | Professional critical thinking to conclude the overall requirements of the project. | Reasonably critical thinking to conclude the project. | Very basic conclusion with minimum definition of overall work to finalise the project. |  |
| **Reference**  **(2 Marks)** | This is a very important part of any work presented at AAPOLY. The report must be clearly referenced in APA style (<https://apastyle.apa.org/>). The reports automatically will be reviewed by Turnitin after submission for using of AI technology and similarity of the work across the World Wide Web. | | | |  |
| **Total Points** | | | | |  |