



KENNESAW STATE  
UNIVERSITY

## SYLLABUS

COLLEGE OF COMPUTING AND SOFTWARE  
ENGINEERING DEPARTMENT OF INFORMATION  
TECHNOLOGY  
IT4723: IT POLICY &  
LAW SPRING 2023

### Course Information

Class meeting time: MW | 1:25 – 2:15pm

Modality and Location: Face-to-Face; Atrium Building Room 156

Syllabus is posted in D2L

### Instructor

Name: Jamie Jamison

E-mail: jamiso9@kennesaw.edu

Office Location: Norton Hall | R2-301

Office Phone: 470-578-4275

Office Hours: Face-to-Face: MW 9:00a-12:00pm, Virtually: TTh 10:00-11:00a

#### Course Communication:

- Email is the best way to reach the instructor. Use D2L email if possible. Instructor's KSU email **jjamiso9@kennesaw.edu** should be used to ensure the fastest response time. *Most cases before 24 hrs have passed.*
- Students' emails sent from D2L or Outlook will be replied WITHIN 24 hours during the weekday. Weekend and holidays don't apply.
- When email the instructor using Outlook, put the course number in the subject line. **Emails without proper subject line will not be delayed in response.**
- Avoid using personal email. Sensitive information (such as your grades) can ONLY be sent to D2L email or KSU email account.

### Course Description

Prerequisites/Corequisites: IT 3223 and IT 3123

Credit Hours: 3.0

Required Texts: The Legal Environment and Ethical Environment of Business PDF (Open Source) <https://resources.saylor.org/wwwresources/archived/site/textbooks/The%20Legal%20and%20Ethical%20Environment%20of%20Business.pdf> Recommended Texts: Other business texts such as:

Contemporary Business and Online Commerce Law – 5th ed., Henry R. Cheeseman Law, Business, and Society – 8th ed., Tony McAdam

## **Course Description:**

This course covers current issues in IT including the law, ethics and social values. Topics include copyright, patents, trademarks, trade secrets, computer ethics, computer crime, computer abuse, cultural impact, web issues, information warfare and current legislation.

## **Technology Requirements:**

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- This class uses D2L as hosting site. Run a system check to ensure your computer work with D2L. Check out UITS D2L training: <http://uits.kennesaw.edu/support/d2ltraining.php> .
- Internet Connection. A high-speed Internet connection such as DSL or cable Internet access is highly recommended. You may also use computer labs on campus to complete the coursework.

## **Student Learning Outcomes**

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By the end of this course, a student should be able to:

1. Discuss law & its development in US history. Analyze, synthesize and develop policies, including responsibility, accountability and liability for an IT organization.
2. Explain ethics and social responsibility of IT, and develop ethical standards and practices for IT.
3. Discuss and understand the American Legal system, Contract Law, and Product Liability - including warranties, audit practices, including financials, operations and security, e-commerce law, and e-contracts.
4. Outline internet law, intellectual property law, and privacy and cybercrimes.
5. Discuss Torts & liabilities.
6. Describe the protections provided by the Anti cybersquatting Consumer Protection Act (ACPA). Discuss e-contract and e-licensing.

## **Course Requirements and Assignment**

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### **Preparation of work for this course**

All assignments must be submitted through D2L before the corresponding deadline.

Each module contains:

1. Assigned reading and additional reading for students who want to read further on the week's topic
2. Online content – videos and/or case studies and articles.
3. Assigned exercises.
4. Discussion topics.

\*All reading is required unless otherwise specified\*

### **Class Design**

- There are 8 Modules in this course spanning approximately 2 weeks
- All assignments are due at 11:59 pm on Sunday unless otherwise noted in D2L. All assignments should be submitted in the D2L Dropbox. **DO NOT** email submissions directly to the instructor.
- Submissions after the deadline less than or equal to 24 late are subject to a 10% penalty. Any submission that is less or equal than 48 hours late is subject to 20% penalty. Submissions that are more than 48 hours late will NOT be accepted. After that date/time passes, only assignments with formal documentation of illness or emergency will be accepted. Documentation can be submitted up to 7 days from deadline, after that time the grade will remain a zero.
- You will have 7 quizzes, 7 individual assignments, 6 graded discussions, and 1 group research paper. There will be no additional final exam.

## Discussions

There will be 6 discussions in the course. You can earn up to 100 points total for each discussion. You receive points as follows:

- 100 points** – you give your initial COMPLETE response to the question, then respond to 2 other classmates
- 75 points** – you give your initial COMPLETE response to the question, then respond to 1 other classmate
- 50 points** – you give your initial COMPLETE response only
- 0 points** – you don't participate in the discussion

(-20 pts will be deducted for students who post Original post and replies in the same day)

Throughout the course, you should log in regularly to check for announcements and email. The course Schedule posted on D2L contains all important dates. Any changes of dates will be publicized by post in discussion area and/or email. I reserve the right to amend dates as deemed necessary.

## Evaluation and Grading Policies

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### Weight Distribution

Assignment	Description	Number	Percentage	Total
Discussions CS1, 2, 3, 4, 5, 6	Each Discussion is an individual review of a Case Study. Students are expected to read and comment on 2 other posts.	6	$6 \times 5\% = 30\%$	30%
Assignments: A1,2,3,4,5,6,7	Bi-weekly assignments related to each module.	7	$7 \times 5\% = 35\%$	35%
Quizzes	Bi-weekly quizzes covering each module	7	$7 \times 2\% = 14\%$	14%
Research Paper	Group Research Paper on pre-approved topics (3-4 people per group)	1	$1 \times 20\%$	20%
Class Participation	Actively engaged in course, logging in D2L at least 3 times per week for Online Courses and Attendance for face-to-face-course		1%	1%
				100%

### Grading Scale:

90% - 100% A  
80% - 89% B  
70% - 79% C  
60% - 69% D  
0% - 59% F

## Course Policies

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### Course Attendance Policy

- For on campus/hybrid section, students are expected to come to each class on time. Stay during the whole class period.
- For both campus/hybrid and online section, students' attendance is also measured by how often a student login in D2L course website, participation of online discussion, as well as on-time completion of homework.

### Grading Items Turnaround Time

- The grades for the quizzes and exams will be available 48 business hours after the due date
- The grades for labs/assignments/projects will be available 96 business hours after the due date

## Assignments & Exam Policy

- All assignments **MUST** be submitted through D2L (<https://kennesaw.view.usg.edu/>) course website by the deadline specified in course calendar. Email submission will **NOT** be accepted. Any assignment that is less than or equal to 24 hours late is subject to 10% penalty. Any assignment that is less or equal to 48 hours late is subject to 20% penalty. Any assignment that is more than 48 hours late will **NOT** be accepted. **THERE IS NO MAKEUP TO ANY ASSIGNMENT OR DISCUSSION ALLOWED WITHOUT WRITTEN PROOF OF Extenuating circumstance.** Documentation can be submitted up to 7 days from deadline, after that time the grade will remain a zero
- All quizzes and exams **MUST** be completed on D2L website by the deadline specified in course calendar. **The quizzes exams can't be opened/submitted after the deadline.**
- If you must miss an exam due to illness, you must e-mail or call the instructor before the scheduled time. Failure to notify the instructor prior to the scheduled time will produce an automatic zero for the exam. **NO makeup test except for emergencies with proof** (e.g. doctor's slip).
- *There is a Bonus/Makeup Assignment available at the end of the term. If a student has missed an assignment, they may use this to replace (1) missed Assignment. If a student has completed all assignments, they may use this as a Bonus Assignment.*

## Discussions

- Discussions must be submitted by the deadline. Students must post reply and (2) replies to their classmates to receive full credit. Original post and replies CANNOT be submitted on the same day. Students will lose points for this. See above for point allocation.
- *There is a Bonus/Makeup Discussion available at the end of the term. If a student has missed a Discussion, they may use this to replace (1) missed Discussion.* Proctored Exam

## This course will not use a Proctored Exam

## Student Responsibility

For this class, you are expected to spend seven to eight hours each week on coursework:

- Check KSU email regularly;
- Login D2L course website frequently to access the course material (at least every other day);
- Follow the weekly study guide in the learning module;
- Study the assigned material such as virtual lectures, textbook chapters and the PowerPoint slides;
- Complete assigned quiz/assignment/discussion/project on time.

## Tips for Effective Online Learning

For an online class, students can really enjoy the benefits of learning at your own pace and at the place of your choice. Below are some tips for effective online learning.

- *Check D2L course website frequently.* It's recommended that students should login D2L course site **AT LEAST** every other day. Always be aware of current status of the course. Take advantage of the posted learning material such as recorded lectures.
- *Work with the instructor closely.* If you have any question, contact the instructor immediately. You can either email or text me and your message is guaranteed to be replied within 12 hours.
- *Start your work early.* If you can start a task early, don't start late. Assuming you spend the

same amount of time completing the task, starting later will be much more stressful than starting early. Never start until the last minute! You'll have no turnaround time if you need help or something happens.

- *Keep up with the work.* Don't fall behind. If you do, contact the instructor immediately for what you need to do. The instructor may also contact you if he is concerned. Respond to the instructor's inquiry promptly.

## Class Communication Rules

In any classroom setting there are communication rules in place that encourage students to respect others and their opinions. In an online environment, the do's and don'ts of online communication are referred to as **Netiquette**. As a student in my course you should:

- Be sensitive and reflective to what others are saying.
- **Avoid typing in all capitals** because it is difficult to read and is considered the electronic version of 'shouting'.
- Don't flame - These are outbursts of extreme emotion or opinion.
- Think before you hit the post (enter/reply) button. You can't take it back! Don't use offensive language.
- Use clear subject lines.
- Don't use abbreviations or acronyms unless the entire class knows them. Be forgiving. Anyone can make a mistake.
- Keep the dialog collegial and professional, humor is difficult to convey in an online environment.
- Always assume **good intent** and **respond accordingly**. If you are unsure of or annoyed by a message, wait 24 hours before responding.

## Course Schedule

The course schedule is tentative and is subject to change. Please use D2L course calendar as accurate due dates.

Week	Course Contents	Requirement
01	Course Overview/Syllabus Review "Start Here" Module	<i>Icebreaker Discussion Due</i>
02	Module 1 - Introduction to Law and the US Legal System	<i>CS1 and A1</i>
03	Module 2 – Ethics and Social Responsibility	<i>CS2 and A2</i>
04	Module 2 cont'd	<i>CS3 and A3</i>
05	Module 3 - Constitutional Law and US Commerce	
06	Module 3 cont'd	<i>Assignment 3 Discussion 3</i>
07	Module 4 - Criminal Law- Cybercrime – Emerging Technologies	
08	<b>Exam 1 Review</b>	<i>Assignment 4 Discussion 4 Due</i>
09	<b>Spring Break</b>	
10	<b>Exam 1</b>	
Week	Course Contents	Notes
11	Module 5 - Intellectual Property, Patents, Trade Secrets, Copyrights and Trademarks	

12	Module 5 cont'd	<i>Assignment 5 Discussion 5 Due</i>
13	Module 6 - Torts, Contracts, and Product Liability	
14	Module 6 cont'd	<i>Assignment 6 Discussion 6 Due</i>
15	Module 7 & 8 US Legal System and Global Internet Law, Privacy, Cryptocurrency Global - Cybercrime	<i>Assignment 7 Discussion 7 Due</i>
16	<b>Exam 2 Review</b>	
17	12/7 – Last Day of Class <b>Exam 2 - TBD</b>	

### Important dates:

- Add/Drop ends: Jan 15 11:45pm
- Last Day to Withdraw Without Academic Penalty: Mar 15 11:45 p.m.
- Last Day to Withdraw for the Term With a WF: Apr 26.
- Last Day of Class: May 3.

## Institutional Policies

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- [Federal, BOR, & KSU Course Syllabus Policies](#)
- [Academic Integrity Statement](#)
  - Examples of violation of academic integrity: 1) copy from others or from Internet; 2) allow others to copy your work; 3) use other's help or help other in completing the quizzes or exams.
  - The first violation of academic integrity, the student will immediately receive 0 for the associated grading item. For the 2<sup>nd</sup> violation, the student will receive a fail grade for this course.

## KSU Statements on COVID-19

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### Face Masks In The Classroom

As mandated by the University System of Georgia, the university requires the use of face masks in the classroom and in KSU buildings to protect you, your classmates, and instructors. Per the University System of Georgia, anyone not using a face covering when required will be asked to wear one or must leave the area. Repeated refusal to comply with the requirement may result in discipline through the applicable conduct code.

Reasonable accommodations may be made for those who are unable to wear a face covering for documented health reasons. [Please contact Student Disability Services at sds@kennesaw.edu for student accommodation requests.](#)

### Shifting Modalities

Please note that the university reserves the right to shift teaching modalities at any time during the semester, if health and safety guidelines require it to do so. Some teaching modalities that may be used are F2F, Hyflex, Hybrid, or online, both synchronous and asynchronous instruction.

## **Staying Home When Sick**

If you are ill, please stay home and contact your health professional. In that case, please email the instructor to say you are missing class due to illness. Signs of illness include, but are not limited to, the following:

- Cough
- Fever of 100.4 or higher
- Runny nose or new sinus congestion
- Shortness of breath or difficulty breathing
- Chills
- Sore Throat
- New loss of taste and/or smell

## **Seating Plans**

Students will sit in the same seat for every F2F class so that the instructor can use a seating plan for contact tracing if a student contracts Covid-19.

## **Student Resources**

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This link contains information on help and resources available to students: [KSU Student Resources for Course Syllabus](#)