



**CIST1601 Information Security Fundamentals
TENTATIVE HYBRID COURSE SYLLABUS
Summer Semester 2018**

COURSE INFORMATION

Credit Hours/Minutes: **3/3000**

Class Location: **Swainsboro Building 2, Room 2106**

Class Meets: **Monday and Wednesday 10:10 AM – 12:00 PM, 60% in class, 40% online for 9 weeks**

Course Reference Number (CRN): **60103**

Preferred Method of Contact: **Southeastern Technical College Office 365 email**

INSTRUCTOR CONTACT INFORMATION

Instructor Name: **Mr. Jamie Powers**

Office Location: **Swainsboro Campus, Building 2, Room 2106**

Office Hours: **1:00pm – 5:00pm Monday/Wednesday Swainsboro Campus and 3:45pm – 5:00pm Tuesday/Thursday Vidalia Campus**

Email Address: [Jamie Powers jpowers@southeasterntech.edu](mailto:jpowers@southeasterntech.edu)

Phone: **478-289-2221**

Fax Number: **478-289-2214**

Tutoring Hours (if applicable): **Made by appointment with instructor**

This course is taught in a hybrid format. Hybrid classes require students to complete a portion of the required contact hours traditionally by attending classes on campus while completing the remaining portion online at the student's convenience with respect to the instructor's requirements.

SOUTHEASTERN TECHNICAL COLLEGE (STC) CATALOG AND HANDBOOK

Students are responsible for all policies and procedures and all other information included in Southeastern Technical College's [Catalog and Handbook](http://www.southeasterntech.edu/student-affairs/catalog-handbook.php) (<http://www.southeasterntech.edu/student-affairs/catalog-handbook.php>).

REQUIRED TEXT

No Text Purchase is required. Students will access the e-textbook which is included with the TestOut website course program. Students are required to purchase the Access Code : **TestOut Security Pro version 6.0.x ISBN 978-1-935080-44-2** from the [Southeastern Technical College bookstore](mailto:stcbookstore@southeasterntech.edu) (stcbookstore@southeasterntech.edu) or **912-538-3129** or from [TestOut Website](http://www.TestOut.com) (www.TestOut.com).

REQUIRED SUPPLIES & SOFTWARE

Use Southeastern Technical College computers or a computer with XP, VISTA, Win 7, 8, or 10, 1.3 Ghz Processor, 512 MB RAM, up to 4.5 GB free hard drive space, DVD Drive, Monitor with 1024X768 resolution, sound card, Internet Explorer 7+ or **Internet Explorer (preferred)**, Windows Media Player 10.0 or later, Adobe Reader, optional: 128 mb or higher USB Flash Drive **Note: Students will be saving their work via the TESTOUT LabSim and thru BLACKBOARD. Internet access required. Students are required to have TestOut access code on the first day of class.**

Note: Although students can use their smart phones and tablets to access their online course(s), exams,

assignments, and other graded activities should be performed on a personal computer. Neither Blackboard nor Georgia Virtual Technical Connection (GVTC) provide technical support for issues relating to the use of a smart phone or tablet so students are advised to not rely on these devices to take an online course.

Students should not share login credentials with others and should change passwords periodically to maintain security.

COURSE DESCRIPTION

This course provides a broad overview of information security. It covers terminology, history, security systems development and implementation. Student will also cover the legal, ethical, and professional issues in information security.

MAJOR COURSE COMPETENCIES

Information Security Terminology; Information Security; Legal, Ethical, and Professional Issues in Information Security; Security Policy and Procedures; Information Security Components; Identification, Assessment and Control of Risks Related to Information Security.

PREREQUISITE(S)

None

GENERAL EDUCATION CORE COMPETENCIES

STC has identified the following general education core competencies that graduates will attain:

1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

STUDENT REQUIREMENTS (HYBRID)

Students are expected to complete all work shown on the attached assignment sheet. Students are also expected to complete all tests and comprehensive problems on the dates specified on the attached calendar. Assignments will be completed as Word documents and saved **via the Blackboard learning system.**

Assignments are given with numerous days to complete; therefore, **no assignment will be accepted late.**

After the due date a grade of zero will be given. Exceptions to the due dates of assignments due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor. Students are responsible for policies and procedures included in the *Southeastern Technical College Catalog and Handbook*.

Program students must earn a minimum grade of C in this course. Unannounced quizzes/assignments may be given. Students who miss an unannounced quiz or assignment will receive a grade of 0.

- **EMAILS: Prefer method of communication should be thru Southeastern Technical College Office 365 MAIL.** Make sure that you always type your name and class in the subject line of every email you send me so I know which class you are in. **For example: CIST1601 Powers**
- **CHECKING GRADES:** A grade book is made available in the BLACKBOARD course on the main page by clicking the MY GRADES link when students log in. This grade book is for students to review and is continuously updated throughout the semester. Students can view their grades at any time to see the individual grades for each assignment. The overall percentage averages should display in the grade book to help track course progress.
- **No Harm No Foul Policy:** It is the student's responsibility to drop courses during the first three days by completing a withdrawal form with a Counselor in Student Affairs. If a student comes to class during the first three days or any day during this time, the student will be dropped with no penalty **only if** they have completed the Withdrawal Form with Student Affairs by the close of business on the third business day of the quarter. (For **SUMMER** semester, that day will be **May 17, 2018.**) **The student must formally withdraw from classes in order to receive the no harm-no foul benefit.**

HYBRID ATTENDANCE

Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of "F" (Failing 0-59) and face financial aid repercussions in upcoming semesters.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

Students will not be withdrawn by an instructor for attendance; however, all instructors will keep records of graded assignments and student participation in course activities. The completion dates of these activities will be used to determine a student's last date of attendance in the event a student withdraws, stops attending, or receives an "F" in a course.

SPECIAL NEEDS

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact [Helen Thomas \(hthomas@southeasterntech.edu\)](mailto:hthomas@southeasterntech.edu), 912-538-3126, to coordinate reasonable accommodations.

SPECIFIC ABSENCES

Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY

Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please advise me and make appropriate arrangements with [Helen Thomas \(hthomas@southeasterntech.edu\)](mailto:hthomas@southeasterntech.edu), 912-538-3126, to coordinate reasonable accommodations.

WITHDRAWAL PROCEDURE

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of "W" (Withdrawn) is assigned when the student completes the withdrawal form from the course.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65% point of the semester will receive a "W" for the course. Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of "F" being assigned.

After the 65% portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.)

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must speak with a representative of the Financial Aid

Office to determine any financial penalties that may be assessed due to the withdrawal. All grades, including grades of "W", will count in attempted hour calculations for the purpose of Financial Aid.

Remember - Informing your instructor that you will not return to his/her course does not satisfy the approved withdrawal procedure outlined above.

MAKEUP GUIDELINES (TESTS, QUIZZES, HOMEWORK, PROJECTS, ETC...)

Students are required to take all tests scheduled during the semester. Failure to take Tests/Exam(s), and Lab assignments **will result in a grade of zero. There will be no makeup of Tests/Exams, Review Questions, or Labs.** If Internet or browser failure occurs, contact instructor immediately. A decision will be made at that time if the exam will be reset. Instructor reserves the right to deduct points from the exam scores for exceeding the scheduled time limit on the exam and/or requiring student to come to campus to take the final exam. **Note:** If student notifies instructor about exam problems because of technical issues after the due date or on the last day of the semester, the student will NOT be allowed to make-up the exam. **No exceptions! Assignments must be turned in on the assigned date and will not be accepted late, a grade of zero will be given. ALL Assignments are due according to the lesson plan. The due dates are posted on the lesson plan. Weeks start on Monday and end on Sunday with assignments due on Monday at 11:55 PM. See Lesson Plan.**

ACADEMIC DISHONESTY POLICY

The Southeastern Technical College Academic Dishonesty Policy states All forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline. The policy can also be found in the Southeastern Technical College Catalog and Student Handbook.

PROCEDURE FOR ACADEMIC MISCONDUCT

The procedure for dealing with academic misconduct and dishonesty is as follows:

1. First Offense

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

2. Second Offense

Student is given a grade of "WF" (Withdrawn Failing) for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

3. Third Offense

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of third offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION

The Technical College System of Georgia and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member or citizenship status (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination

on the basis of gender; with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the American with Disabilities Act (ADA).

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer	Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer
Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1 st Street, Vidalia Office 108 Phone: 912-538-3126 Email: Helen Thomas hthomas@southeasterntech.edu	Blythe Wilcox, Director of Human Resources Vidalia Campus 3001 East 1 st Street, Vidalia Office 138B Phone: 912-538-3147 Email: Blythe Wilcox bwilcox@southeasterntech.edu

ACCESSIBILITY STATEMENT

Southeastern Technical College is committed to making course content accessible to individuals to comply with the requirements of Section 508 of the Rehabilitation Act of Americans with Disabilities Act (ADA). If you find a problem that prevents access, please contact the course instructor.

GRIEVANCE PROCEDURES

Grievance procedures can be found in the Catalog and Handbook located on Southeastern Technical College’s website.

ACCESS TO TECHNOLOGY

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the [Southeastern Technical College's Website \(www.southeasterntech.edu\)](http://www.southeasterntech.edu).

TECHNICAL COLLEGE SYSTEM OF GEORGIA (TCSG) GUARANTEE/WARRANTY STATEMENT

The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.

GRADING POLICY

Assessment/Assignment	Percentage
Unannounced Quizzes	10%
Lab Sims	30%
Exams	40%
Final Exam	20%

GRADING SCALE

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

Grade of D or below results in student repeating the class

DISCLAIMER STATEMENTS

Instructor reserves the right to change the syllabus and/or lesson plan as necessary.

The official copy of the syllabus is located inside the student's online course shell or will be given to them during face to face class time the first day of the semester. The syllabus displayed in advance of the semester in a location other than the course you are enrolled in is for planning purposes only.

**CIST1601 Information Security Fundamentals
Summer Semester 2018 Lesson Plan FY201816**

Week/ Date	Module	Content	Assignments & Tests Due Dates	Competency Area
Week 1 May 15 – 20	1.0	Class Introduction – Syllabi, Outline, Work Ethics, Rules, and Regulations Coverage Login to TestOut and enter the registration information given to you by the instructor. The practice questions and the lab simulation help you prepare for the exams. Introduction	Logon to STUDENT MAIL: Send email to Instructor Reply to any Instructor email. Login to BLACKBOARD: Read all documents located under Getting Started - Start Here folder. Complete the Acknowledgment Pledge and the Student Introduction Acknowledgement discussion before beginning course work. You must have the TestOut keycode in order to start. Click on the first Module link under lessons and enter your code For each module in the TestOut you will watch a video/demonstration, read the information given, complete graded lab simulations, and then answer the graded questions at the end. Make sure you complete the mouse icons and module exams to receive grades. Complete all of Module 1.0 – (1.1 – 1.2) 1.1 Security Overview 1.2 Using the Simulator WEEK 1 ASSIGNMENTS DUE 11:55 PM MAY 21	1 a,c
Week 2 May 21 - 27	2.0	Security Basics Holiday May 28, No Classes	Complete all of Module 2.0 – (2.1 – 2.6) You must complete all labs for a grade 2.1 Understanding Attacks 2.2 Defense Planning 2.3 Access Control 2.4 Cryptography Basics 2.5 Network Monitoring 2.6 Incident Response WEEK 2 ASSIGNMENTS DUE 11:55 PM MAY 29	1,2,3 a,c

Week/ Date	Module	Content	Assignments & Tests Due Dates	Competency Area
Week 3 May 28 – June 3 Holiday May 28, No Classes	3.0	Policies, Procedures, and Awareness	Complete all of Module 3.0 – (3.1 – 3.9)) You must complete all labs for a grade 3.1 Security Policies 3.2 Risk Management 3.3 Business Continuity 3.4 Manageable Network Plan 3.5 Social Engineering 3.6 App Development and Deployment 3.7 Employee Management 3.8 Mobile Devices 3.9 Third-Party Integration WEEK 3 ASSIGNMENTS DUE 11:55 PM JUNE 4	1,3,4 a,c
Week 4 June 4 - 10	4.0	Physical	Complete Module 4.0 – (4.1 – 4.4)) You must complete all labs for a grade 4.1 Physical Threats 4.2 Device Protection 4.3 Network Infrastructure Protection 4.4 Environment Controls Complete Exam 1 Exam in TestOut WEEK 4 ASSIGNMENTS DUE 11:55 PM JUNE 11	1,2,5 a,c
Week 5 June 11 - 17	5.0	Perimeter	Complete Module 5.0 – (5.1 – 5.12)) You must complete all labs for a grade 5.1 Recon and Denial 5.2 Spoofing and Poisoning 5.3 Security Appliances 5.4 Demilitarized Zones (DMZ) 5.5 Firewalls 5.6 Network Address Translation (NAT) 5.7 Virtual Private Networks (VPN) 5.8 Web Threat Protection 5.9 Network Access Protection 5.10 Wireless Overview 5.11 Wireless Attacks 5.12 Wireless Defenses WEEK 5 ASSIGNMENTS DUE 11:55 PM JUNE 18	1,2,5,6 a,c

Week/ Date	Module	Content	Assignments & Tests Due Dates	Competency Area
Week 6 June 18 - 24	6.0	Network	Complete Module 6.0 – (6.1 – 6.16)) You must complete all labs for a grade 6.1 Network Threats 6.2 Network Device Vulnerabilities 6.3 Network Applications 6.4 Switch Attacks 6.5 Switch Security 6.6 Using VLANs 6.7 Router Security 6.8 Intrusion Detection and Prevention 6.9 Vulnerability Assessment 6.10 Protocol Analyzers 6.11 Remote Access 6.12 Network Authentication 6.13 Penetration Testing 6.14 Virtual Networking 6.15 Software-Defined Networking (SDN) 6.16 Cloud Services WEEK 6 ASSIGNMENTS DUE 11:55 PM JUNE 25	1,2,5,6 a,c
Week 7 June 25 – July 8	7.0	Host	Complete Module 7.0 – (7.1 – 7.13)) You must complete all labs for a grade 7.1 Malware 7.2 Password Attacks 7.3 Windows System Hardening 7.4 Hardening Enforcement 7.5 File Server Security 7.6 Linux Host Security 7.7 Embedded Systems 7.8 Log Management 7.9 Audits 7.10 Email 7.11 BYOD Security 7.12 Mobile Device Management 7.13 Host Virtualization Complete Exam 2 in TestOut WEEK 7 ASSIGNMENTS DUE 11:55 PM JULY 9	1,2,5,6 a,c

Week/ Date	Module	Content	Assignments & Tests Due Dates	Competency Area
Week 8 July 9 - 15	8.0	Application	Complete Module 8.0 (8.1 – 8.14)) You must complete all labs for a grade 8.1 Access Control Models 8.2 Authentication 8.3 Authorization 8.4 Web Application Attacks 8.5 Internet Browsers 8.6 Application Development 8.7 Active Directory Overview 8.8 Windows Domain Users and groups 8.9 Linux Users 8.10 Linux Groups 8.11 Linux User Security 8.12 Group Policy Overview 8.13 Hardening Authentication 1 8.14 Hardening Authentication 2 WEEK 8 ASSIGNMENTS DUE 11:55 PM JULY 16	1,2,5,6 a,c
Week 9 July 16 – July 26	9.0	Data Practice Security + Domain Questions for Final	Complete Module 9.0 (9.1 – 9.14)) You must complete all labs for a grade 9.1 Data Management 9.2 Advanced Cryptography 9.3 Cryptography Implementations 9.4 Cryptographic Attacks 9.5 Symmetric Encryption 9.6 Asymmetric Encryption 9.7 File Encryption 9.8 Public Key Infrastructure (PKI) 9.9 Hashing 9.10 Data Transmission Security 9.11 Data Loss Prevention (DLP) 9.12 Redundancy 9.13 Backup and Restore 9.14 Cloud Storage To Review for Final complete B.2 Domain 1 – B.2 Domain 6 CompTia Security + questions Take Final Exam (Security+ Practice Exam 100 Questions) WEEK 9 ASSIGNMENTS DUE 11:55 PM JULY 26	1-6, a,c

COMPETENCY AREAS:

1. Information Security Terminology
2. Information Security
3. Legal, Ethical and Professional Issues in Information Security
4. Security Policy and Procedures
5. Information Security Components
6. Identification, Assessment and Control of Risks Related to Information Security

GENERAL CORE EDUCATIONAL COMPETENCIES

- a) The ability to utilize standard written English.
- b) The ability to solve practical mathematical problems.
- c) The ability to read, analyze, and interpret information.

Students are responsible for all information contained in this lesson plan. This lesson plan is subject to change at instructor's discretion.