IOWA WESTERN COMMUNITY COLLEGE

Course Syllabus

CIS-616-OL01: Network and Information Security Basics

Term: Spring 2023

I. Faculty Information:

Instructor: Tim Taylor	IGNITE: South Lab
Phone: 712-647-3526	E-mail: ttaylor@ignite-pathways.com

II. Course Information:

CIS-616-OL01	*Network and Information Security Basics*	Credits *(3)*	Lecture *(3)*	Lab *(0)*

COURSE MEETING TIMES:
W/F - 12:15-1:35PM
Monday lab - 12:15-1:35PM

Course Description:
Network and Information Security Basics is a survey of network and information security. Topics include threat assessment, risk management, establishing and managing network security policy, user training, security models, objectives, architectures, and the investigative process. It covers information security topics, such as constitutional issues, applicable laws, and right and rules of evidence. Students also discuss confidentiality, integrity, availability, accountability, and auditing.

Prerequisites:
none

REQUIRED TEXTBOOKS: (we will be using cengage unlimited online so having access to a physical book is completely optional)

Book – CompTIA Security + Guide to Network Security Fundamentals, 6th Edition
Mark Ciampa
ISBN-10: 1-337-28930-2
ISBN-13: 978-1-337-28930-6

Some, but not all, courses at Iowa Western require a subscription to an online textbook service such as Pearson MyLab or Cengage Unlimited. When this type of subscription service is required in a course, a flat fee is charged to the student's account when the student registers for the course. Students have the option to "opt-out" of this service within the first week of classes. By opting out, the student is responsible to obtain the required course materials on their own from a source outside the College Store. For information on how to opt-out, students should contact the Brandon Keller in the Business Office at 712-325-3226 or bkeller@iwcc.edu.

SUPPLEMENTAL MATERIALS:
Students can download the free version of Office 365 Suite from their ROC Portal Page for use in their courses. Students are responsible for protecting their own computer equipment through use of anti-virus and anti-malware tools for work within their IWCC courses; they may consider these free options (click on link). Students using computers in labs and other facilities on campus are further held to the standards of IWCC Acceptable Use Policy and the Computer Ethics and Use Policy. Both are located on the ROC Student Portal Page under the *Technology* menu button FAQ area. *Access to Microsoft Word will be essential, contact your instructor if you have any questions*

COURSE LEARNING OUTCOMES AND COURSE COMPETENCIES:
IWCC Curriculum and Assessment Database

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

- Recognize basic network topology
- Identify cyber security threats
- Demonstrate threat assessment and security policy best practices
- Describe situations, laws, rules for evidence, and data governance as it relates to cyber security

Iowa Career and Technical Education Standards:

- IT 1-Understand business concepts, tools, and creativity necessary in the workplace.
- IT 2- Understand the basic skills necessary to work in the IT industry.
- IT 3- Understand concepts, strategies, and methods needed to interact and collaborate with others.
- IT 4-Use information technology tools specific to the career cluster to access, manage, integrate, and create information.
- IT 6-Understand hardware and software issue that affect the company.

COURSE PRACTICES:
You will be expected to log into Canvas multiple times throughout each week to check the announcements page and each week's module page to understand expectations and due dates for each module.

Attendance will be taken each class period. All course work must be submitted through the ROC LMS. Emailed work will not be accepted unless prior approval has been given by instructor.

Late work will not be accepted, if a circumstance arises that prevents you from getting homework turned in on time you will need to call or visit me ASAP.

Students are expected to communicate any questions they have with their instructor in a timely manner.

Students who email the instructor must do so through their IWCC email or Canvas, any emails sent to the instructor using non-IWCC domains will not be responded to.

Attendance will be taken for each class session. All course work must be submitted through the ROC LMS. Emailed work will not be accepted without prior instructor approval.

PARTICIPATION REQUIREMENTS FOR ONLINE COURSES:

Online courses require a clear pattern of participation for all students. The attendance standard for IWCC is that each student logs in and participates in meaningful ways, i.e. assignment completion, forum discussion, quiz completion, etc., within the course outline a minimum of one time each week. A week is measured from Monday through Sunday. If this standard is not met for any week within the course term, . If this standard is not met for any week within the course term, consequence for not participating in this course will be determined by the instructor and determined on a case by case basis.

Communication with Instructor:

Students will be expected to email any questions and concerns with the instructor for this course. The best way to get in touch with me is via email or you may visit me during my office hours which are posted on my door. If for any reason you cannot meet me during my regular office hours then I would suggest you email me and I can accommodate a different time if necessary. Students and faculty must use their IWCC email when contacting the instructor about matters related to the course.

Social Distancing in response to covid-19:

Students in an online class may choose to meet with their instructor during student assistance hours on campus or at a center location. Faculty, staff, and students are expected to take reasonable precautions while in an office setting to ensure the safety and wellbeing of all parties. Whenever possible, students should stay a minimum of six feet apart from other parties. Where seats and standing room is designated off limits, students should respect boundaries. All parties (faculty, staff, and students) are required to supply their own face covering that they are required to wear at all times during a

face-to-face meeting. Individuals who arrive to the meeting without a face covering will be turned away. Students exhibiting symptoms of illness will be asked to leave the office and not return until they are symptom-free or can provide a note from a physician clearing them to return. Students will also be asked to leave if they fail to comply with social distancing practices. Students who refuse to leave will be escorted out of the building by Security.

Grading:

- Discussion Activity 30% overall course grade
- Assignments 50% overall course grade
- Quiz 20% overall course grade

Final Grade Scale: *100-90: A / 89-80: B / 79-70: C / 69-60: D / 59—Below: F)*

Final grades:
Final grades are viewable on ROC the Tuesday after the end of the semester: Self-Services Menu, Students, and Academic Profile.

Important Dates:
Please see academic calendar in ROC

Problem Resolution:
Students with concerns about the course or the instruction are advised to discuss those concerns with the instructor. If this does not resolve the issue, contact Dean of Health and STEM, Barb Godden, Clark 307B 712-325-3320, bgodden@iwcc.edu.

Notice of Class Cancellation:
Emergency closing of entire campus such as for weather – Students will be notified through the Reiver Alert system. Students must register for this service; find Reiver Alert on your ROC homepage under College Services.

Emergency cancellation of a class session such as for faculty illness – Students will be notified through an announcement to iwcc.edu email address, on the ROC course page and/or a posted note on the classroom door.

Course Topical Outline and Schedule:
Students should refer to the full course topical outline and schedule which concludes this document.

III. Information/College Policy

Reset password:
Students can reset passwords by accessing the password central page trough ROC. The password central page can be found by clicking the menu tab in the upper left hand corner and opening the technology tab, then clicking on password central.

Cyber-Library:
Students can access books, magazines, journals, newspapers, films and audio books 24/7 through the Cyber-Library by clicking on the Cyber Library under Academics in ROC. Students may contact the library for assistance with research and citations. Check out the help features on the Cyber Library page in ROC. For questions about finding information at your campus or center, email cyberlibrary@iwcc.edu (click on link) or call 712-325-3247 for the Council Bluffs Campus or 712-542-5117 for the Clarinda Campus. The library hours are posted on ROC.

Academic Support:
FREE tutoring and academic assistance for a variety of core, general requirement classes are available through the Tutoring Center, located on the second floor of the Student Center on the Council Bluffs campus. One-on-one assistance is available on a drop-in basis. FREE online tutoring is available through Brainfuse on ROC. To access Brainfuse, locate Online Tutoring next to My ROC Classes. For more information about tutoring services or help in your classes, email tutoring@iwcc.edu or call 712-388-6841. A full tutoring schedule by subject area is posted on ROC.

Dropping Classes:
While we encourage you to do everything you can to complete your classes, it is always better to drop a class than to fail it. If it becomes necessary for you to drop a class you can drop a class online through ROC up to the last day to drop. We recommend that you always talk to your advisor and a financial aid department representative before you drop a class. For more information on dropping classes see the Advising Information Site in ROC under the Academics tab.

Personal Electronic Devices:
To provide an environment conducive to learning, Iowa Western Community College requires that cellular phones, pagers, and other personal electronic devices be turned off or set to vibrate when entering classrooms, computer labs, library, offices, auditoriums, or arena areas. Cellular phones with picture taking capabilities are not allowed in bathrooms, locker rooms, or other areas where there is a reasonable expectation of privacy. Faculty members do have the right to prohibit the use of any electronic device in their classroom.

Honor Code – Academic Honesty:
Upon enrolling at Iowa Western Community College, each student assumes an obligation to conduct her/his academic affairs in a manner compatible with the standards of academic honesty established by the College and its faculty. If this obligation is neglected or ignored by the student, disciplinary action will be taken. Please refer to the Student Code of Conduct for the Academic Dishonesty Policy.

FERPA:
Student rights concerning access to education records are spelled out in Federal Public Law 98-380 as amended by Public Law 93-568 and in

regulations published by the Department of Education. The law and regulations require educational institutions to limit the disclosure of information from the student's record to those who have the student's written consent or to officials specifically permitted within the law. Students who wish to grant access to their education (class schedule, transcript of final grades, and progress reports) or financial records (grants, loans, financial aid documents, statements and billing) may do so by submitting an Access to Student Information Consent Form to the Records and Registration Office. Access to information is only given at the Records and Registration Office or Financial Aid and Cashier Offices. For more information, including the full Access to Student Information policy, refer to the Iowa Western Community College General Catalog or contact the Records and Registration Office.

Diversity Statement:
Iowa Western Community College values diversity and supports learning experiences that promote intellectual growth and human enrichment.

American with Disabilities Act Statement:
If you are an individual with a disability who requires an accommodation to fully participate in academic programs or campus activities, please email disabilityservices@iwcc.edu or call 712-325-3299. Accommodations are arranged through the Disability Services Office, on the second floor of the Student Center on the Council Bluffs campus. Please allow adequate time to implement your accommodations. Accommodation testing must be scheduled 24 hours in advance. Any student with mobility impairments should prepare for an emergency ahead of time by instructing faculty and/or classmates on how to assist in case of an evacuation.

PREGNANT AND PARENTING STUDENTS:
Iowa Western does not discriminate against any student on the basis of pregnancy or related conditions. Absences due to medical conditions relating to pregnancy will be excused for as long as deemed medically necessary by a student's doctor, and students will be given the opportunity to make up missed work. Students needing accommodations can seek assistance with accommodations from the Coordinator of Disability Services.

EQUAL OPPORTUNITY AND NON-DISCRIMINATION:
It is the policy of Iowa Western Community College to provide equal educational opportunities and not to discriminate on the basis of race, color, creed, religion, national or ethnic origin, ancestry, genetic information, physical or mental disability, age, sex, sexual orientation, gender identity or expression, pregnancy, marital status, veteran status, AIDS/HIV status, citizenship, or medical condition, as those terms are defined under applicable laws, in its educational programs, activities, or employment practices.

Questions or complaints? Contact Title IX and Equal Opportunity Coordinator, Reanna Heim, or ADA Coordinator, Samantha Larson, equity@iwcc.edu, 712-325-3200, or the Director of the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 W. Madison, Suite 1475, Chicago, IL 60661,

(312)-730-1560, OCR.Chicago@ed.gov. More information at https://www.iwcc.edu/about/statement.asp.

IV. Course Topical Outline and Schedule

Course outlined and schedule below is subject to change at the instructor's discretion at any time:

Week 1	Introduction
Week 2	Introduction to security
Week 3	Unit 1 continued
Week 4	unit 2
Week 5	unit 5
Week 6	unit 6
Week 7	unit 7
Week 8	unit 8
Week 9	unit 9
Week 10	unit 10
Week 11	unit 11
Week 12	unit 12
Week 13	unit 13
Week 14	unit 14
Week 15	unit 15