

# Implementing PC Security

## Syllabus

### *About your instructor*

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### *About this class*

*Beginning Date* 1/17/2012  
*Number of Weeks* 17

### *Course Description*

This course introduces students to the concepts of information security for both personal computing and organizational computing. Topics will include types of attacks (including social engineering, scanning, malware, etc.) and techniques for countering those attacks (user authentication, virus scanning, backup etc.). Students will also learn to do risk assessment including analyzing the effects on users of implementing information security techniques.

## ***Textbooks***

Jean Andrews. *Fixing Windows Vista*. Edition: 1st. Publisher: Course Technology. Year: 2009. ISBN: 978-1-428-32043-7. Pages: 400. Required

## ***Core abilities this course will help you build***

- Act with integrity
- Communicate effectively
- Demonstrate effective critical and creative thinking
- Demonstrate global and social awareness

## ***Competencies this course will help you master***

1. Define information security.
2. List and describe user authentication techniques.
3. Implement restricted file sharing on a Windows computer.
4. Install, configure and update virus scanning software.
5. Install, configure and update anti-spyware / anti-adware software.
6. Install, configure and update Windows operating system security features.
7. Configure web browser security options.
8. Configure email program security options.
9. Update (patch) the Windows operating system.
10. Secure a wireless router.
11. Describe common information security attack weapons and effective techniques to counter them.
12. Describe the contents of an effective organization security policy.
13. Describe the employee's role in organizational information security.

## ***How your performance will be graded***

### ***Grading details***

Your final grade will be determined from the following components:

Assignments: 50%

Check Off Labs: 50%

### ***Grading scale***

A 96 - 100%

A- 92 - 95%

B+ 88 - 91%

B 84 - 87%

B- 80 - 83%

C+ 77 - 79%

C 75 - 76%

C- 73 - 74%

D+ 72%

D 71%

D- 70%

F Below 70%

## ***How to succeed in this course***

### ***Attendance Policy***

Students must attend class regularly and actively participate in all class activities. Attendance will be taken. An absence is defined as being absent, tardy, or doing non-class work during class. If you are not in class, you will miss important information, thereby affecting your grade. Class lectures will not be repeated and it is your responsibility to make up any missed work. You should contact your "absence buddy" for notes on the day's lesson. If you have unexcused absences that equal a week's worth of class, I will refer you to Student Services. If you have two weeks of unexcused absences, you may be dropped from class.

### ***Check offs***

Check offs will be due the class meeting assigned. Check offs will be graded on pass/fail basis. If you do not meet the criteria of the check off, the check off can be reworked.

### ***Assignments***

Assignments will be due the class meeting specified. Any assignment is late if it is not turned in at the beginning of class on the assignment due date. Late assignments turned in the same day they are due will result in a 10% reduction in points. Any other late assignments (turned in after the due date) will only be worth a maximum of 75%. Any assignment which is more than 1 week late will be worth 0%.

### ***Referrals***

Referrals to MSTC's Student Services may be made for inappropriate classroom conduct (including cheating), lack of academic progress or excessive absences. Disciplinary action, including being dropped from the course, will be taken for conduct issues.

### ***Tutors***

If you find that you are having trouble with this course and need to rely too heavily on other students for help, consider using the IT tutor. The IT tutor is there to help you learn the material so that you can be successful in this class. Don't wait until it's too late.

### ***ADA Statement***

If you know you have a recognized disability, or suspect that you might have one, it is your responsibility to identify yourself as soon as possible to the Disability Services staff in Student Services. Course standards will not be lowered but various kinds of accommodations are available to you. Adequate and reasonable time will be required to develop and provide appropriate accommodations so contact Disability Services as soon as possible. It is MSTC's goal to assist you in your individual educational plan.

### ***Academic Integrity***

The Mid-State Technical College Board, administration, faculty, and staff believe that academic honesty and integrity are fundamental to the mission of higher education. All students are expected to maintain and promote the highest standards of personal honesty and professional integrity. These standards apply to all examinations, assigned work, and projects. Therefore, a student who is found to have been dishonest, fraudulent, or deceptive in the completion of work or is willing to help others to be so or who is found to have plagiarized (presented the work of others as his or her own) is subject to disciplinary action up to and including suspension.