



WACO, TEXAS

COURSE SYLLABUS

AND

INSTRUCTOR PLAN

INFORMATION TECHNOLOGY SECURITY

ITSY 1342-H001

DR. JEREMY MCCORMICK

NOTE: This is a 16-week course.

NOTE: This is a Hyflex course.

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ITSY 1342-H001

Course Description:

Instruction in security for network hardware, software, and data, including physical security; backup procedures; relevant tools; encryption; and protection from viruses.

Prerequisites and/or Corequisites:

Course Notes and Instructor Recommendations:

This is an online course.

Instructor Information:

Instructor Name: Dr. Jeremy McCormick

MCC E-mail jmccormick@mclennan.edu

Office Phone Number: 254 299 8289

Office Location: BT 109

Office/Teacher Conference Hours: See Brightspace for Faculty Schedule

Other Instruction Information: On campus meetings in BT 102

Communication: Emails are returned within 24 hours of receipt except when received over the weekend or during holidays. Those will be returned the first business day the College is open.

Grading: Grading will be completed within 2 weeks of due date of assignment. Any assignment submitted after the due date will be graded by the end of the semester.

Required Text & Materials:

Title: CompTIA CertMaster Learn for Security+ (Exam SY0-601) with Integrated CertMaster Labs - Student Access Key

Author: CompTIA

Edition: Exam SY0-601

Publisher: CompTIA

ISBN: 978-1-64274-336-4

CompTIA Exam Voucher for SY0-601

MCC Bookstore Website: <http://www.mclennan.edu/bookstore/>

Methods of Teaching and Learning:

The course uses reading, practice tests, performance based questions, lab exercises, discussions, an exam, and a capture the flag competition to instruct and analyze student mastery over the information and skills.

Course Objectives and/or Competencies:

Apply National Institute of Standards and Technology (NIST) Guidelines and other best practices; develop backup/recovery procedures to provide for data security; use network operating system features to implement network security; identify computer and network threats and vulnerabilities and methods to prevent their effects; use tools to enhance network security; and use encryption techniques to protect network data.

Course Attendance/Participation Guidelines:

If a student is not in attendance in accordance with the policies/guidelines of the class as outlined in the course syllabus as of the course census date, faculty are required to drop students from their class roster prior to certifying the respective class roster. A student's financial aid will be re-evaluated accordingly and the student will only receive funding for those courses attended as of the course census date.

To be counted as attending BEFORE the census date, a student must complete and submit at least ONE assignment. Discussion boards, syllabus quizzes, the first set of homework, etc. are considered as meeting the criteria for an assignment. An email to the instructor does NOT count. Logging into Brightspace and accessing content does NOT count. Any student who fails to complete and submit at least one assignment prior to the census date will be dropped from the course.

Past the census date, students who fail to submit two consecutive modules of work without notification of an excused absence as per MCC policy prior to the 60% point of the term will be withdrawn from the course. If a student completes any part of a work module, they have "attended" and will not be withdrawn. If a student fails to submit two consecutive modules of work without notification of an excused absence as per MCC policy and the class is past the 60% point of the term, the instructor will NOT withdraw the student. The student will be assigned the grade earned at the end of the term.

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This course will be conducted as a "hyflex" class. What does that mean exactly, and how does that impact you as a student? It means that you will have several options for "attending" the course, such as:

In Person. Come to class, as you would for any other regular class.

Zoom. Log into Zoom using the link provided under content in the Zoom section on Brightspace to attend class via Zoom during class hours.

Online. On your own time. (No trips to campus required)

Regardless of the class attendance option(s) you choose, you must submit work by its deadline each week. Attendance will be taken via weekly discussion posts. All tasks must be completed by all students regardless of attendance method unless indicated otherwise in each topic's link.

Whatever choice you make for attendance is not set for the remainder of the semester. For example, you may attend a class session on campus on the first class day of the week but choose to complete assignments on your own instead of attending the second class day of the week. In other words, the choices are up to you each week; however, I would urge you to consider how you learn best as a student in making this decision. Students often work best by establishing a steady, regular routine.

Course Outline or Schedule:

PLEASE NOTE! This schedule is tentative and subject to changes under extenuating circumstances. You will be notified of any change to the schedule via Brightspace announcement.

Week	Reading	Assessments	NCL
Week 1	Lesson 1 Lesson 2	L1-Assignment, Intro Post L2-Assignment	Registration/ Gym Opens
Week 2	Lesson 3 Lesson 4	L3-Assignment, Week 2 Post L4-Assignment	
Week 3	Lesson 5 Lesson 6	L5-Assignment, Week 3 Post L6-Assignment	
Week 4	Lesson 7 Lesson 8	L7-Assignment, Week 4 Post L8-Assignment	

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Week 5	Lesson 9 Lesson 10	L9-Assignment, Week 5 Post L10-Assignment	
Week 6	Lesson 11 Lesson 12	L11-Assignment, Week 6 Post L12-Assignment	
Week 7	Lesson 13 Lesson 14	L13-Assignment, Week 7 Post L14-Assignment	
Week 8	Lesson 15 Lesson 16	L15-Assignment, Week 8 Post L16-Assignment	Practice Game
Week 9	Lesson 17 Lesson 18	L17-Assignment, Week 9 Post L18-Assignment	Individual Game
Week 10	Lesson 19 Lesson 20	L19-Assignment, Week 10 Post L20-Assignment	
Week 11	Lesson 21	L21-Assignment, Week 11 Post	Team Game
Week 12		Lessons 1-7 Study, Week 12 Post	
Week 13		Lessons 8-14 Study, Week 13 Post	
Week 14		Lessons 15-21 Study, Week 14 Post	
Week 15	Review	CERTIFICATION EXAM , Week 15 Post	NCL Project Due
Week 16		CERTIFICATION EXAM DUE	

***Lesson Assignments include Practice Test, PBQ, and Labs. See Brightspace for details for each assignment.**

Course Grading Information:

Lesson Assignments	60%
Discussion Posts	20%
NCL	10%
Final Exam	10%

Late Work and Make Up Work Policies:

Students will be permitted to make up class work and assignments missed due to absences caused by (1) authorized participation in official College functions, (2) personal illness, or (3) an illness or a death in the immediate family. It is the instructor's prerogative whether a student may make up work missed due to absences for other reasons. It is the student's responsibility to inform the instructor of the reason for an absence and to do so in a timely fashion. Moreover, it is the student's responsibility to keep up with missed material. Finally, due dates will not be modified by absences. Due dates will be clearly shown in Brightspace for each week.

Student Behavioral Expectations or Conduct Policy:

Students are required to adhere to the General Conduct Policy in the Highlander Guide. Students are expected to maintain classroom decorum that includes respect for other students and the instructor, prompt and regular attendance, and an attitude that seeks to take full advantage of the education opportunity.

To be successful in this class it is **crucial** that you as the student carry through with your responsibilities of learning and applying the material. Key to this is:

- A. Reading, understanding and abiding by the Syllabus;
- B. Checking MCC student email and the discussion forums daily;
- C. Completing the reading assignments, quizzes, assigned discussions, and labs on time;
- D. Studying appropriately for exams;
- E. Devoting the right amount of time to this class to be successful;
- F. Being conscientious, responsible and accountable;
- G. Contacting instructor with any issues; and
- H. Being professional, courteous and respectful to the instructor and to each other.

[Click Here for the MCC Attendance/Absences Policy](https://www.mclennan.edu/highlander-guide/policies.html)

(<https://www.mclennan.edu/highlander-guide/policies.html>)

Click on the link above for the college policies on attendance and absences. Your instructor may have additional guidelines specific to this course.

Updated 07/18/2023



ACADEMIC RESOURCES/POLICIES

Accommodations/ADA Statement:

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. For additional information, please visit www.mclennan.edu/disability.

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

disabilities@mclennan.edu 2542998122 Room
319, Student Services Center

Title IX:

We care about your safety, and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the acting Title IX Coordinator at titleix@mclennan.edu or by calling, Dr. Claudette Jackson, (Accommodations/Title IX) at (254) 299-8465. MCC employees are mandatory reporters and must report incidents immediately to the Title IX Coordinator. Individuals may also contact the MCC Police Department at (254) 299-8911 or the MCC Student Counseling Center at (254) 299-8210. The MCC Student Counseling Center is a

confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting <http://www.lighthouse-services.com/mclennan/>. Go to McLennan's Title IX webpage at www.mclennan.edu/titleix/. It contains more information about definitions, reporting, confidentiality, resources, and what to do if you or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence.

Student Support/Resources:

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>

Academic Support and Tutoring is here to help students with all their course-related needs. Specializing in one-on-one tutoring, developing study skills, and effectively writing essays. Academic Support and Tutoring can be found in the Library and main floor of the Learning Commons. This service is available to students in person or through Zoom. You can contact the Academic Support and Tutoring team via Zoom or email (ast@mclennan.edu) by going to our website (<https://www.mclennan.edu/academic-support-and-tutoring/>).

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact either MCC CREW – Campus Resources Education Web by calling (254) 299-8561 or by emailing crew@mclennan.edu or a Success Coach by calling (254) 299-8226 or emailing SuccessCoach@mclennan.edu. Both are located in the Completion Center located on the second floor of the Student Services Center (SSC) which is open Monday-Friday from 8 a.m.-5 p.m.

Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff. To schedule an appointment, go to https://mclennan.co1.qualtrics.com/jfe/form/SV_07byXd7eB8iTqJg. Both the Completion Center and Paulanne's Pantry are located on the second floor of the Student Services Center (SSC).

MCC Foundation Emergency Grant Fund:

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to

<https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html>

to find out more about the emergency grant. The application can be found at

https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf.

MCC Academic Integrity Statement:

Go to www.mclennan.edu/academic-integrity for information about academic integrity, dishonesty, and cheating. The unauthorized use of artificial intelligence (AI) for classwork can be a violation of the College's General Conduct Policy. Whether AI is authorized in a course and the parameters in which AI can be used in a course will be outlined by each instructor.

Minimum System Requirements to Utilize MCC's D2L|Brightspace:

Go to <https://www.mclennan.edu/center-for-teachingandlearning/FacultyandStaffCommons/requirements.html> for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

Minimum Technical Skills:

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

Backup Plan for Technology:

In the event MCC's technology systems are down, you will be notified via your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

Email Policy:

McLennan Community College would like to remind you of the policy (<http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>) regarding college email. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are

expected to read and, if needed, respond in a timely manner to college emails. For more information about your student email account, go to www.mclennan.edu/studentemail.

Instructional Uses of Email:

Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with their students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

Email on Mobile Devices:

The College recommends that you set up your mobile device to receive McLennan emails. If you need assistance with set-up, you may email Helpdesk@mclennan.edu for help.

You can find help on the McLennan website about connecting your McLennan email account to your mobile device:

- [Email Setup for iPhones and iPads](#)
- [Email Setup for Androids](#)

Forwarding Emails:

You may forward emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may be lost or placed in junk or spam filters.

For more helpful information about technology at MCC, go to [MCC's Tech Support Cheat Sheet](#) or email helpdesk@mclennan.edu.

Disclaimer:

The resources and policies listed above are merely for informational purposes and are subject to change without notice or obligation. The College reserves the right to change policies and other requirements in compliance with State and Federal laws. The provisions of this document do not constitute a contract.