

MGMT 649 – Information Assurance Project Table of Contents

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Instructor Information

Instructor:	Alessandro (Alex) Seazzu
E-Mail:	alex@mgt.unm.edu
Skype:	a.seazzu
Phone:	277-6471 (Anderson's Receptionist)
Fax:	277-7108
Office:	ASM 2134
Office Hours:	Face-to-Face: Fridays 2:00-3:00 PM By Appt. (In Office or via Skype)
Department Chair:	Prof. Steven Yourstone yourstone@mgt.unm.edu
Preferred Method of Contact:	Email for personal communication, UNM Learn discussion board for class questions

Response Times

Communication:

I routinely check UNM Learn for postings, Monday (8 am) – Friday (12 pm). You can anticipate a 24 to 48 hour response from me, Monday – Thursday. I will try and respond to all weekend (Friday afternoon to Sunday) postings by Monday or earlier.

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Course Information

Course Description:

This course is designed to allow students to practice and apply the concepts and technologies learned in the graduate IA program by assessing the information infrastructure of a small to mid-size organization.

Course Objectives:

Students are broken down in teams to conduct the assessment in the following domains.

- Workflow Assessment
- Internal Network Assessment
- Social Engineering Assessment
- Physical Security Assessment
- Policy & Procedure Assessment
- External Network Discovery & Vulnerability Assessment and Scans
- Follow-up Assessment

Prerequisites:

MGMT 336 or 636

Corequisite:

MGMT 648

Course Orientation:

All Orientation information can be found in UNM Learn under the “Start Here” link on the Course Content Page.

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Textbooks and Supplementary Materials

Required Textbook:

All the materials required will be made available online

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Technical Considerations

Required Technology:

In order to access your online courses students need to log onto [UNM Learn Vista](#). In addition, this course may require students to be able to connect and interface with the ASM Virtual Lab (VLAB). The VLAB user guide in PDF format can be accessed at <https://vlab.mgt.unm.edu/LabManager/pdf/AccessingVLAB.pdf> and will provide the necessary information required to connect and access the VLAB resources, including supported browsers, settings, etc.

Online Courses Require:

- A high speed Internet connection is highly recommended.
- Supported browsers include: Internet Explorer, Firefox, and Safari. Detailed Supported Browsers and Operating Systems: <http://kb.blackboard.com/pages/viewpage.action?pageId=51413176>

Any computer capable of running a recently updated web browser should be sufficient to access your online course. However, bear in mind that processor speed, amount of RAM and Internet connection speed can **greatly** affect performance.

Online courses perform best on a high speed Internet connection. Those using dial-up connections will experience longer page load times and much slower performance when accessing their online course. Many locations offer free high speed Internet access including [UNM's Computer Pods](#) or one of UNM's many [Statewide Centers](#).

For additional information: see <http://vista.unm.edu>.

For UNM UNM Learn Technical Support: (505) 277-5757 (M-F 8am - 5pm) or UNM_Learn@unm.edu.

For Web Conference Technical Help: (505) 277-0857 or media@unm.edu

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Assessment and Grading

Instructor Expectations:

Every week each group will be required to turn in a progress report along with being prepared to discuss any ongoing phases of the project and request assistance or guidance as needed. Additionally each student may be required to complete assignments related to the ongoing project.

Grade Weighting:

	<i>Points</i>
Final Assessment Report	2000
Presentation	1000
Group Members Evaluation	1000
Progress Reports	1000
Total	5000

Grading Scale:

Final grades will be determined on a straight scale and I will use fractionalized grades:

A+ = 96.7 or better	4835 or better
A = from 93.3 to 96.6	4665 pts to 4834
A- = from 90.0 to 93.2	4500 pts to 4664
B+ = from 86.7 to 89.9	4335 pts to 4499
And so on to C-	

...the cutoff point to pass is 70 (C- or 3500 pts), there are no D grades, below 70 is F.

A grade of incomplete will be given only when circumstances beyond the student's control cause a substantial amount of course work to be unfinished by the end of the semester. Whenever possible, the student is expected to make extra efforts to prevent this situation from occurring. The instructor will be the sole judge of whether an incomplete is warranted.

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Assignments and Participation

Weekly Tasks:

As with any project there will be weeks when work is slow and others when things pick up significantly. After you have formed your groups and determined who your group lead that person will need to provide a bi-weekly update on your progress. This task can be delegated but the group is responsible for completing this task in the allotted time. More information about content and deadlines will be available in the Discussions threads.

Inclement Weather, Course Interruptions and Scheduled Maintenance

Inclement Weather

Since the course is online inclement weather, school closures or delays should not impact the course unless they affect the presentation. In this situation I will contact you via email to inform you of an alternate schedule.

In the event of an unexpected course interruption

If UNM Learn is down on the day an assignment is due, email me at alex@mgt.unm.edu and let me know the problem you are encountering. **If I can confirm that the system was down, I will automatically extend the due date for 24 hours.**

Scheduled Maintenance

UNM Learn has a daily scheduled maintenance window from 4:30 am – 5:30 am when UNM Learn is not available. There is also a routine maintenance window every Saturday from 6:00 am – 12 noon which may be used for system maintenance. In addition, UNM IT may conduct general system maintenance that affects multiple systems on campus, including UNM Learn. The general system maintenance window is on Sundays from 6:00 am – 12 noon. Announcements for the Saturday and Sunday maintenance windows are normally posted in UNM Learn two weeks ahead of time to notify users of planned outages.

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Course Expectations & Ground Rules

- *time required (10-15 hrs per week)*
- *students are expected to learn how to navigate in UNM Learn*
- *students are expected to stay on task and complete assignments on time*
- *students are expected to monitor course announcements*
- *students are expected to use email or Skype to contact instructor*
- *students are expected to keep instructor informed of class related problems, or problems that may prevent the student from full participation (send an email when you encounter problems so that the instructor knows you still have intentions of completing the course)*
- *students are expected to address technical problems immediately*
- *students are expected to observe course netiquette at all times*

Netiquette Ground Rules:

- “In following with the UNM Student Handbook, all students will show respect to their fellow students and instructor when interacting in this course. Take Netiquette suggestions seriously. Flaming (personal insults or attacks) is considered a serious violation and will be dealt with promptly. Postings that do not reflect respect will be taken down immediately.”
- Respect Others’ Copyrights and provide all necessary references.
- Don’t type in ALL CAPS
- Use proper grammar and spelling (type your postings in WORD first in order to use spell check then copy and paste into UNM Learn)

Instructor Drop Policy:

I may drop a student if a student fails or misses assignments and does not contact the instructor within one week of the failed/ missed assignment or exam. Students who have not dropped the course and do not take the final will receive a “W” for the course.

This course falls under all UNM policies for the last day to drop courses, etc. Please see <http://www.unm.edu/studentinfo.html> or the [UNM Course Catalog](#) for information on UNM services and policies. Please see the [UNM academic calendar](#) for course dates, the last day to drop courses without penalty, and for financial disenrollment dates.

Course Evaluation:

You will be asked to complete a mid-term and final course evaluation survey online for this course. These surveys are completely anonymous and provide useful information to improve this course for next semester’s students (for example the weekend extension mentioned earlier). If you have any questions or concerns about the surveys, please ask the instructor.

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Student e-Readiness

Online classes are often incorrectly thought to be easier than in person classes. Online courses are not correspondence courses. They are designed to mirror in person classes and due to the self-discipline required they can be more challenging than in person classes. If this is your first online class please take UNM's Online Class Readiness Quiz at <http://statewide.unm.edu/online/get-started/online-ready-quiz.html>

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Online UNM Resources

- **Libraries:** <http://www.unm.edu/libraries>
- **CAPS** <http://caps.unm.edu/> - CAPS is a free-of-charge educational assistance program available to UNM students enrolled in classes.
- **Online Writing Lab (OWL)** - <http://caps.unm.edu/writing/owl> - students may submit academic papers required for UNM course or degree fulfillment or application submissions online for proofreading.
- **CAPS Virtual Tutoring Lab** - <http://caps.unm.edu/online/vtl> - Students can chat with a tutor in 5 subjects depending upon availability.
- **Smarthinking** - <http://caps.unm.edu/online/smarthinking/cas> Smarthinking™ is a Washington, D.C. based organization that provides online tutoring and academic support for university students 24 hours a day, 7 days a week in various common courses.

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Students with Disabilities

Qualified students with disabilities will be provided reasonable and necessary academic accommodations if determined eligible by the Accessibility Resource Center (<http://as2.unm.edu/>). Please refer to UNM's Disability Policy for further information, <http://pathfinder.unm.edu/common/policies/academic-adjustments.html>

The American with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodations of their disabilities. If you have a disability requiring accommodation, please contact me immediately to make arrangements as well as Accessibility Services Office in 2021 Mesa Vista Hall at 277-3506 or <http://as2.unm.edu/index.html>. Information about your disability is confidential.

If you are a qualified person with disabilities who might need reasonable accommodations in academic settings, please communicate with me as soon as possible so that we may make appropriate arrangements to meet your needs. Frequently, we will need to coordinate accommodating activities with other offices on campus, so that course materials can be made available in alternative formats.

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Technical Support

Students are responsible for meeting course deadlines. If you experience technical problems, please exercise one or all of the following options:

- Online Student Support w/contact info at <http://statewide.unm.edu/online/support/>
- NMEL Help Desk at UNM_Learn@unm.edu
- Media/web-conferencing Tech Support at media@unm.edu or 505-277-0857 or 1-877-688-8817
- UNM's Knowledge Base - http://fastinfo.unm.edu/prod/index_student.php

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Copyrighted Materials

All materials in this course fall under copyright laws and should not be downloaded, distributed, or used by students for any purpose outside this course. <http://www.unm.edu/~counsel/general/copyright.htm>

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Academic Integrity

Each student is expected to maintain the highest standards of honesty and integrity in academic and professional matters. Dishonesty is defined as a lack of truth, honesty or trustworthiness. Cheating is defined as influencing or leading by deceit. Deceit is defined as intending to mislead and commonly suggests a false appearance.

Students should be familiar with UNM's [Policy on Academic Dishonesty](#) and the [Student Code of Conduct](#) which outlines academic misconduct defined as plagiarism, cheating, fabrication, or facilitating any such act.

Examples (not exhaustive) of dishonest behavior include:

- Uses or attempts to use unauthorized aids in examinations or other academic assignments to be submitted for evaluation
- Misrepresentation of data, results or sources for papers or reports
- Copying another student's work

Anderson School of Management faculty, staff and students commit to values of trust, honesty, integrity, and accountability. We will not tolerate academic dishonesty. **By enrolling in any course at Anderson, the student accepts the Anderson Academic Honesty Code and affirms the following pledge: I will not lie, cheat, fabricate, plagiarize or use any other dishonest means to gain unfair academic advantage.**

Any violation of the code of conduct will be taken very seriously and appropriate sanctions will be applied. For full text of Anderson's Academic Honesty Code, please visit <http://www.mgt.unm.edu/honesty>

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