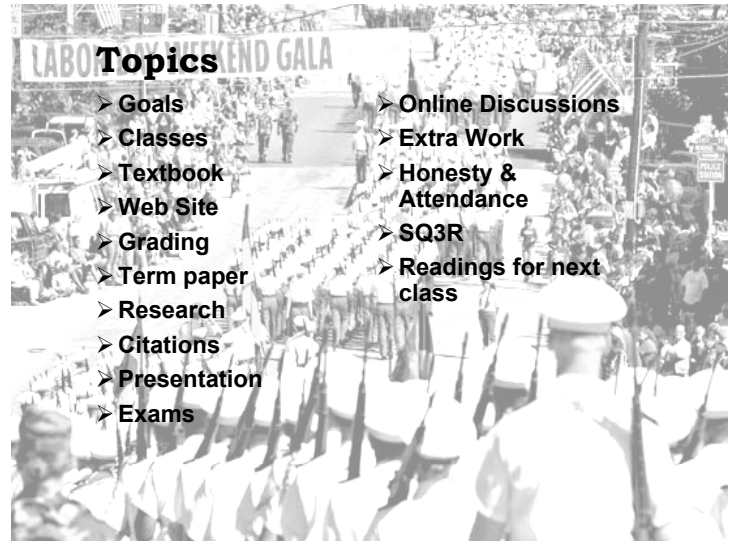


# Introduction

## IS 342 – Management of Information Assurance

### Introduction to the Course

M. E. Kabay, PhD, CISSP-ISSMP  
 Assoc Prof Information Assurance  
 School of Business & Management  
 Norwich University  
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### Topics

- Goals
- Classes
- Textbook
- Web Site
- Grading
- Term paper
- Research
- Citations
- Presentation
- Exams
- Online Discussions
- Extra Work
- Honesty & Attendance
- SQ3R
- Readings for next class

## Goals

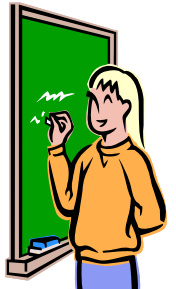


- Lay foundations for working effectively in information assurance (IA) in military, government, business & academia
- Contribute to public discussion of laws governing behavior when using computers and networks
- Stimulate interest in IA
- Lead to successful careers
- Help protect employers and nation against computer crime
- Have fun in class with challenging ideas & discussions!



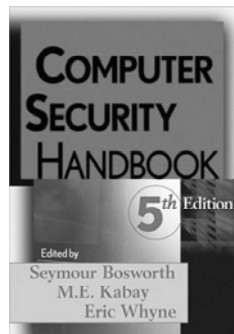
## Classes

- Don't be late for class
  - Prof won't be late
  - Prof won't make you late
- Don't miss class
  - Attendance taken at start of class
  - >2 unexcused absences = OUT
- Read before you arrive
  - Questions in class
  - Free discussion encouraged



## Textbook

- Bosworth, Kabay & Whyne (2009)
  - CSH5 – *Computer Security Handbook*, 5<sup>th</sup> ed.
  - Also useful to build up biceps & triceps
  - Can be helpful in propping doors open or to raise monitor to eye level
- Eric Whyne
  - Graduated from NU in 2004
    - ✓ Major in Computer Science
    - ✓ Minors in Mathematics, IA, Engineering
  - Served in Iraq as Captain in US Marine Corps
  - Currently working in high-tech research



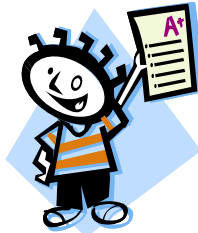
## Web Site

- <http://www.mekabay.com/courses/academic/norwich/is342>
- All information, documents about course
- Lecture materials
- Schedule in syllabus
- Extra readings
- Guidelines for papers
- List of topics to be presented by students



## Grading

- Preliminary written assignment 5%
- Term paper #1 15%
- Term paper #2 15%
- Presentation 5%
- Quizzes 20%
- Mid-term exam 20% (in-class)
- Final exam 20% (exam period)
- Term paper presentation 5%
- Extra points
  - Online discussions
  - Class presentation
  - Extra written assignments



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## Preliminary Written Assignment 5%

- 500 word research paper
- Footnotes, list of references
- Suitable topic discussed with instructor
- Due by 23:59 Tuesday 1 Feb 2011
- Upload DOCX, DOC or RTF to NUoodle
- Instructor will provide feedback
- Will establish good pattern for term paper

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## Term papers

### Features

- Demo: 500 ± 50 words long
- #1: 1,000 ± 100 words
- #2: 1,500 ± 150 word
- Academic standards for writing & sources
- See *Term-Paper Guidelines*



### Complete stages BEFORE deadlines

- #1: Topic, outline, draft, final
- #2: Topic, draft, final
- See syllabus for details of deadlines

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## Research

- Kreitzberg Library Databases
- *Wikipedia* only as source for primary references
- Search-engine articles OK but secondary to academic research articles
- May include hands-on projects using virtual laboratory (see instructor for arrangements)
- Use CATA™ to organize information
  - Computer-Aided Thematic Analysis™
  - <http://www.mekabay.com/methodology/CATA.pdf>
  - <http://www.mekabay.com/methodology/cata.pps>



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## Citations

- **MUST** cite all information that is not your own creation
- Use *automatic* (NOT MANUAL) footnotes (not endnotes)
- Word 2007 has bibliography features
  - Will generate Works Cited list for you
- MLS, APA or CMS styles acceptable
  - Be consistent



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## Presentation

- Time determined by #students
- With or *without* slides
- Min 2 minutes/slide unless you obtain special permission by demonstrating talk to instructor before class
- Dark letters on light background OR light letters on dark background
  - Purple letters on blood-red background will make instructor violently ill ☹
- Slides are point form, not full text
- Don't read the text on the slides!
- Don't look at the screen – use the laptop
- Tell us what you found most interesting
- Relax – everyone wants you to succeed



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## Exams



- No tricks: no attempt to fool you
- Can include multiple-choice, short-answer, essay questions
- Weekly Quizzes are closed-book, 10 minutes
- Mid-term is 3 open-book take-home memos to C-level executives (10 days to write)
- Final is 5 open-book take-home executive memos due at scheduled exam date (2 weeks)

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## Online Discussions

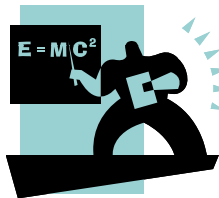
- NUoodle
- Accessible through my.norwich.edu
- Weekly postings of questions
- OPTIONAL
- Extra points
  - Up to 2 pts/post for good contributions
  - Added to quiz score
- Fun!



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## Extra Work



- Ask prof for approval
- Special projects
- Anything that helps you learn
- Should be fun!
- Can compensate for mistakes in some other area
- Can lead a class (max 10% of FINAL GRADE)
  - Take charge of one of the class discussions
- Can write review articles
  - 50 words of good writing = 1 pt on quiz score

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## Honesty & Attendance

- All dishonesty will be reported to Academic Integrity Committee
  - Cheating in exams
  - Interfering with other students' work
  - Plagiarism
- Permitted no more than 2 unexcused absences
  - Arriving after sign-in sheet removed = absent
  - Notification that 3<sup>rd</sup> unexcused absence will result in expulsion from course with F grade



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## The SQ3R Method

- Survey
- Question
- Read
- Recite
- Review

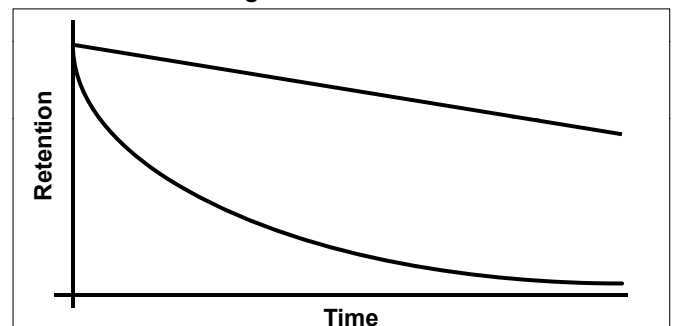


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## Background to SQ3R

- Effective studying does not consist merely of reading and rereading
- Oberlin College studies in 1960s → SQ3R



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## SQ3R: Survey

- 1st pass: entire document
- 2nd pass: section
- 3rd pass: chapter
- 4th pass: 1st sentences of paragraphs



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## SQ3R: Question

- Jot down ideas
- Pictures
- Diagrams
- Legends



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## SQ3R: Read

- One paragraph at a time
- Boldface
- Italics



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## SQ3R: Recite

- After every paragraph
- Stop, look away
- Summarize main ideas
- Own words
- If not clear, reread



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## SQ3R: Review

- At end of each study period
- Daily
- Weekly
- Monthly



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# DISCUSSION

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