

## CS111 – Personal Cyber Safety

### 1 Course Description

This course provides an overview of basic issues in using computers and networks safely. Topics include protecting one's systems and data; using email effectively and professionally; protecting oneself against fraud; using the Web safely; avoiding illegal uses of the Web; respecting intellectual property laws; using social networks safely; avoiding game and internet addiction; avoiding illegal hacking. (1 Credit)

### 2 Course Objectives

By the end of this course, students will be able to discuss the following issues at a management level:

- Recognize, define and use basic concepts and terminology of computing.
- Describe, select, install and use antimalware, firewalls, locking, passwords, updates, and safe software.
- Recognize and apply fundamentals of bring-your-own-device policies.
- Protect data using effective disk organization, document versions, backups and encryption.
- Use email effectively and professionally.
- Recognize and reject online fraud.
- Choose effective passwords and password safes.
- Choose when to use credit cards v debit cards.
- Recognize and avoid dishonest online auctions.
- Recognize and avoid dishonest online sellers.
- Reject illegal uses of the Internet such as child pornography and human trafficking.
- Avoid damage from thoughtless sexting, revenge porn, hate speech, threats, and online gambling.
- Discuss and apply intellectual-property laws.
- Use social media safely
- Avoid unwise and excessive involvement in online games.
- Cope with online harassment.
- Avoid and respond to game addiction and Net addiction.
- Recognize and avoid illegal hacking activity.

### 3 Course Schedule & Location

- NUoodle < <https://nuoodle.norwich.edu/login/index.php> >
- See Syllabus < [http://www.mekabay.com/courses/academic/norwich/cs111/cs111\\_syllabus.pdf](http://www.mekabay.com/courses/academic/norwich/cs111/cs111_syllabus.pdf) >

### 4 Text

Required and additional readings are provided on the course Web pages through links in NUoodle.

### 5 Course Web Site

Course materials are posted on the CS111 section of NUoodle. Students must visit NUoodle regularly for course news, changes, assignments, reading materials, and discussions.

## 6 Methods of Assessment

All assignments and quizzes are submitted using NUoodle. Deadlines for each assignment are posted in NUoodle and on the class Syllabus; normally students must complete the quizzes by 23:55 of the second Sunday after the start of the week's material – basically, with a two-week span available for each quiz. NUoodle is accessible on or off campus < <https://nuoodle.norwich.edu/login/index.php> >

Because of the constraints on NUoodle quizzes, the time limits on quizzes have to be definite; therefore, quizzes close at their deadlines and cannot normally be taken or retaken after closure. Because too many students have failed to respect the deadlines and ended up cramming for quizzes at the end of the course – thus learning less effectively – these deadlines are rigid except in cases of demonstrable reasons not including hypomyelination of the prefrontal cortex (i.e., failure to plan does not excuse the failures).

### 6.1 Review Quizzes: 75% of final grade

Using NUoodle, there will be weekly quizzes (each individual quiz will cover an assigned chapter reading). These open-book, automatically graded quizzes will test for concepts and technical vocabulary and must be completed in 30 minutes or less. These quizzes are always open and close at the end of Sunday night (23:55) in the week *after* the topic was discussed.

### 6.2 Mid-term Multiple-Choice Exam: 10% of final grade

The mid-term exam will be open-book multiple-choice (M/C) exams taken via NUoodle and covering the material discussed from the start of the course to the end of Week 4. Opening and closing dates are specified in the Syllabus and on NUoodle.

### 6.3 Final Multiple-Choice Exam: 15% of final grade

The final multiple-choice exam will be similar to the weekly quizzes but covering all the material in the course. The exam will be offered via NUoodle. Opening and closing dates are specified in the Syllabus and on NUoodle.

### 6.4 Make-up Exams & Replacement Quizzes

- All quizzes and multiple-choice exams include replacement versions with the same deadlines as the original versions.
- Replacement quizzes and exams fully replace a lower grade by a higher grade. Thus a 60% grade on the original quiz or exam followed by a 100% grade on the corresponding replacement results in a quiz grade of 100% for that quiz or exam.
- Make-up exams cannot lower existing grades.
- Students must complete the initial (shorter) version of the quiz or exam before attempting the replacement version.

## 7 Cheating and Plagiarism

- Students are graded on an individual basis and must therefore complete their own work.
- Students are reminded of the University's Policy against cheating and plagiarism (Chapter 2, Section V of the *Student Rules*):  
< <http://www.norwich.edu/about/policy/StudentRulesRegs.pdf> >.
- Plagiarism consists of using someone else's text or ideas without using quotation marks to indicate exact duplication of the original and/or failing to indicate the source of reference materials and quotations.
- If in doubt as to what constitutes plagiarism, ask the instructor for a review of your work before submitting an assignment.
- All instances of cheating and of plagiarism must be reported to the *Academic Integrity Committee* by the instructor or by students who have observed the dishonesty.
- Penalties include expulsion from the University.
- **Ignorance of the University's Rules is not a valid defense against accusations of academic dishonesty.**

## 8 Additional Notes

- There will be no *grading on a curve*. There are no predetermined numbers of final letter grades. Students do not compete with each other for grades; if everyone gets A, great. If everyone fails, tough.
- Review questions (without answers) are available to students at all times. These sample questions are intended to help students in review and exam preparation.
- Students are encouraged to study together but may not collaborate during quizzes or exams. Students are individually responsible for all assigned essays and online discussion material, unless otherwise noted.

