

**COURSE TITLE:** Study Skills I (HUB) - 35.0610090 - Welch - Period AM/PM

**INSTRUCTORS:** Mr. Don Welch [welchdo@boe.richmond.k12.ga.us](mailto:welchdo@boe.richmond.k12.ga.us)

**OFFICE HOURS/TUTORING:** Weekdays from 2:05pm to 3:05pm (Parent / Student)

**PATHWAY:** Information Technology Career Cluster

**PREREQUISITES:**

Advanced Cyber Security is the fourth and final course in the Networking pathway in the Information Technology cluster. Students enrolled in this course should have successfully completed Introduction to Cyber Security.

**COURSE DESCRIPTION:**

Study Skills I -Advanced Cybersecurity- is designed to provide students the opportunity to rehearse the concepts and terminology of cybersecurity in preparation for their end of pathway assessment, the CompTIA Security+ 601 Exam. This course examines how the cyber security integrates into user involvement, security training, ethics, trust, application of cybersecurity practices and devices, and best practices management. The fundamental skills cover internal and external threats to network security and design, how to enforce network level security policies, how to protect an organization's information, and a broad range of other topics. Much of this course students will practice taking the Sec+ 601 assessments to achieve readiness for their end of pathway test.

**The goal of this class is to pass an end of course exam, the CompTIA Security+ exam. Passing this exam with a score of 750 or better will give the student an industry standard certification that alone can help them go directly into the work force as a cyber security tech with a starting salary that currently begins at between \$60,000 to \$80,000 a year.**

**COURSE STANDARDS**

- IT-ACS-1 Demonstrate employability skills required by business and industry.
- IT-ACS-2 Explore concepts of cybersecurity related to legal and ethical decisions.
- IT-ACS-3 Investigate concepts of malware threats.
- IT-ACS-4 Demonstrate how to analyze and react to various threats and vulnerabilities.
- IT-ACS-5 Apply advanced principles of cryptology.
- IT-ACS-6 Apply advanced communications and wireless security techniques.
- IT-ACS-7 Implement organizational security techniques.
- IT-ACS-8 Implement contingency planning (incident response and disaster recovery) techniques.
- IT-ACS-9 Perform security analysis, as well as testing and evaluation.
- IT-ACS-10 Implement risk management techniques for personal computer and network systems.
- IT-ACS-11 Demonstrate how to work with advanced methods of cybersecurity.
- IT-ACS-12 Explore how related student organizations are integral parts of career and technology education courses through leadership development, school and community service projects, entrepreneurship development, and competitive events.

**Calendar of Instruction: To Be Determined (TBD)**

August 2022

8 - 12

15 - 19

22 - 26

29 – 9/2

Sept 2022

6 - 9

12 - 16

19 - 23

26 - 30

October 2022

3 - 5 & 7th (Break on 6th)

12 – 14

17 - 21

24 - 28

November 2022

10/31 – 4

7 – 10

14 - 18

28 – 12/4

Dec 2022

7 – 10

14 - 18

Employability Skills, Career Technical Student Organizations, Cybersecurity Ethics and Law, and Advanced Cybersecurity Methods will be ongoing, emphasized and incorporated into these lessons as the topics relate to them. Example: Both Employability Skills and Cybersecurity Ethics and Law are parts of Organizational Security as well as Security Analysis.

**Employability:**

Employability skills are integrated into activities, tasks, and projects throughout this course. Students will be expected to behave professionally and treat the classroom as a business workplace, using the employability standards to demonstrate the skills required by business and industry. Part of the grade for this course is directly related to the students maintaining this professionalism and courteous social behaviors. Seating assignments (being where you should be at work) and restricting cell phone use to appropriate times and activities will be considered part of the preparation for real world employability skills.

**EXPECTATIONS and REQUIREMENTS**

To foster an environment of professionalism and to practice employability skills, this class will be conducted as though it were a business.

- Recognize that personal phone calls and text messaging on the job would be restricted, similarly please refrain from doing these in class.
- Enjoy the use of computers and laptops for classroom activity, but please realize that recreational activities may be distracting.
- Understand the value of your peers, participate as a team player.
- Solve problems and accept challenges.
- Respect the space and belongings of other students.

**Assessment:** The grading scale used will cover the entire semester, with progress reports every six weeks. All grades will be updated using the online grading system, Infinite Campus. In-class grade updates will be provided at the instructor's discretion. Students are responsible to keep track of grades and assignments. The online tool used in this course will be Canvas, NetAcad, Test Out, Ucertify and others as needed following or during assessments which will track the student's assignments and classwork.

## **EVALUATION and GRADING**

Please refer to the school wide grading policy action plan.

Minor Grades (60%) Include daily tasks/activities and quizzes.

Major Grades (40%) Unit Tests, Projects, and Simulations

### **Evaluation:**

Most of our material is accessed by computer. Students will take computerized exams, quizzes and submit projects online for a formative and/or summative evaluation. All assignments given can be found online using Canvas, TestOut and/or Cisco Academy.

**Classwork:** Classwork will be assigned daily. Students will have adequate time to complete all assignments during the class.

### **For assignments turned in past the due date:**

- **1st Time: Verbal warning**
- **2nd Time: Parental phone call**
- **3rd Time: Face to face meeting with the parents**

### **Chapter Tests/Quizzes**

There will be tests given to assess student learning. These tests will be taken in class. The student will be given ample time to take these tests. All tests must be taken during this scheduled time. Quizzes are normally open notes and will be either taken in class or given as a pop quiz.

Skill-Based Assessments:

Skill-based assessments/assignments will be given to be worked on during class. This will assess students' technical knowledge of curriculum material presented from each chapter.

### **Final Exam:**

End-Of-Course Assessment Information: The EOPA for the pathway is the CompTIA Security+ exam. It is a 90-question/90-minute test covering all topics of cybersecurity. Information about this industry standard test and the objectives of the Security+ can be found at their website.

<https://www.comptia.org/certifications/security>

### **Best Practices for Success:**

- Pay attention in class – assignments are explained in detail and usually with an example.
- Take notes during lecture.
- Review assignments with others before submitting to ensure clarity
- If you do not have access to technology at home please notify the teacher, this way it is logged for future homework assignments.
- Be resourceful and take initiative.
- Try to stay organized – being on time and prepared is a great start.

**Cell Phone Policy:**

- Phones will be silenced and put away during class.
- Only use your devices for classroom activities, if found using your cell phone without permission, you are in violation of this policy.
- Headphone use is only allowed at the teacher's discretion.

**Expectations: Be prepared; Be on time; Be respectful. In a word: Professionalism.**

- Students will enter the classroom with instructor at the door. Students will review and know where the fire drills and emergency procedures are posted (on exit door).
- The teacher will take role during the induction activity/exercise to allow students a chance to prepare for the lesson.
- Students are highly encouraged to go to the restroom before class begins. Once class starts, students are not permitted to leave during the first and last 15 minutes of class (School policy) lecture unless in an emergency.

**Disciplinary Consequences:**

1st Offense – Student will receive a verbal warning from the instructor of an unnecessary occurrence/incident, act, or classroom disruption.

2nd Offense – Student will be reminded of the 1st offense and the parent / guardian will be contacted to request a parent/teacher conference. The incident will be recorded in the student's record in Infinite Campus and the parent / guardian will be contacted.

3rd Offense – Teacher, student and parent will have a conference with the administration to discuss further actions.

**Materials/Supplies:** Each student is required to bring at the minimum a notebook and paper, with pen/pencil.

- Be prepared, review posted class material on promethean board.
- Students are required to bring a daily journal/notebook and pencil/pen to class.
- Students' study guides are online and available daily. Each student can review the study guides before class.
- Students should have free cloud storage (Google Drive, One Drive) for storage needs.

**Absent:** You must complete all assignments. Expect to take exams as soon as you return to class (Prepare during absence). All assignments are available online and the students will have access to classwork via the Internet.

**Tardiness:** The student must have a tardy pass to enter the classroom.

**Messages:** The student has the responsibility to ensure he or she reads all messages and documents posted or distributed. We will be using minimum paper for this class and most of our communications will be electronic "online".

**Tutoring/Remediation:** Individual and group tutoring is available during class time and my office hours where needed. If a situation requiring further tutoring outside of that time is necessary due to hospitalization or other extreme circumstances, I will set aside limited time for virtual or after school instruction.

**Pro tip about remediation:** Students can always go back to make up missing assignments, but these things pile up and can become overwhelming quickly. Do not rely on this as a strategy. It is best to be on time.

**Please sign and return this page to Mr. Welch**

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I have received a copy of the syllabus for the course listed above and understand that all students registered for the class will be responsible for adhering to the structure and expectations laid out in the document.

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_