

POLICY STATEMENT

INSTRUCTOR

Sam Bowne Web Site: samsclass.info E-mail: sbowne@ccsf.edu

GRADES

The number of points you accumulate during the semester determines your final grade. You can earn points in the following areas:

9 Quizzes @ 20 pts. each	180 points
18 Projects (estimated)	300 points
Final Exam	70 points

Total (estimated)	550 points

Your final letter grade is determined from your total points as shown below:

<u>Points</u>	<u>Grade</u>	<u>P/NP Grade</u>
90% or more	A	P
80% - 89.9%	B	P
60% - 79.9%	C	P
50% - 59.9%	D	NP
49.9% or less	F	NP

Please keep all graded papers until you have received your official grade report. If there is any dispute over a recorded score, you must produce the graded paper. This course allows "pass/no pass" grading, if that option is requested before the deadline (see attached schedule).

QUIZZES

Each quiz is worth 20 points. The quizzes will be based on class lectures as well as the indicated textbook chapter.

There will be NO makeup quizzes. Quizzes missed due to unavoidable absences, or absences arranged in advance, will be assigned a score determined from averaging scores from other quizzes or the final exam.

However, if a student's percentage scores on all the quizzes combined falls below that student's percentage score on the final exam, due to missed quizzes or any other reason, the quizzes will be assigned a percentage score equal to the final exam percentage score. This means that a student who has done well on the homework but badly on the quizzes can still get a good final grade by doing well on the final exam.

FINAL EXAM

The final exam covers all material for the semester. No notes or aids are permitted during the final exam.

PROJECTS

There will be many projects. Projects submitted up to 2 weeks late will lose 5 points in addition to any points lost through errors. Projects more than two weeks late are worth no credit. There will be extra-credit projects as well, which are not required but which will increase your score if you do them correctly.

YOU MUST TURN IN FULL-SCREEN IMAGES FOR FULL CREDIT.

Since this is a hands-on computer course, you should plan on spending at least 3-6 hours per week of computer time in addition to normal study time outside of class.

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**WARNING:
PASSWORDS AND
FILES IN S214**

Do NOT do shopping, banking, emailing, or anything else personal in the S214 computer lab. **Do not type any password you use elsewhere into lab machines.** The lab machines and the lab network in are subject to hacking and forensic examination, and nothing you do on them can be expected to remain confidential at all. Also, do not leave homework files on the machines there because they may be erased or copied by other students.

**ETHICS AND
CHEATING**

Security professionals are held to high standards of ethics, like police officers. Lying, copying others' work and passing it off as your own, and performing illegal cyberattacks will not be tolerated in this class. Offenders will be punished by losing points, or by immediate expulsion and a final grade of F, at the discretion of the instructor. If you are unsure whether something is unethical, please discuss it with your instructor before submitting questionable work for credit.

Students who demonstrate serious irresponsibility or immaturity may be expelled at any time.

**STUDENT
AGREEMENT
ACCESSIBILITY**

Each student must sign a Student Agreement form to enroll in the course.

If you need classroom or testing accommodations because of a disability, have emergency medical information to share with me, or need special arrangements in case the building needs to be evacuated, please make an appointment with me as soon as possible. My office hours are at the top of the first page of this policy.

CHANGES

I reserve the right to change any of these policies as necessary during the semester and will inform you of any changes