Welcome
The following will help introduce you to our course. In the spirit of continuous improvement, we will solicit feedback to improve this course with your assistance during the semester. Feel free to stop by office hours to let me know how things are going or just to introduce yourself. Best wishes for a productive semester!

Dr. G.

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COURSE DESCRIPTION
This course applies problem solving and decision theory skills, and will focus on vulnerabilities and controls that deter, prevent or correct problems. Student will conduct case-based learning, scenario analysis and team presentations utilizing quantitative and qualitative risk analysis. Students will analyze security risk and develop mitigation strategies. Analysis includes incidence response, security policies & administration, and security & crisis management.

We will begin with a review of decision theory, followed by an introduction to risk management principles. Students will then apply these principles to individual, organizational, industry sector, and national events where students will identify threats, vulnerabilities, and controls to counterbalance these vulnerabilities.

Individual level events include identify theft, physical security, international travel, and privacy invasions. Public and private organizational level events include manmade (i.e. cyber-crimes, financial frauds, employee kidnapping, resource expropriation, etc.), and natural (i.e. fires, floods, earthquakes, etc.). Industry sector level events include the power grid, transportation system, communication system, water supply, and food supply chain. National level events include disasters, terrorism, and conventional & nuclear warfare.

Once we know our weaknesses, they cease to do us any harm
Georg Christoph Lichtenberg – 1742-1799
German Physicist, Philosopher
## SCHEDULE SRA311

1. Schedule changes posted in Angel Announcements and/or Community Discussion Board
2. Deliverable details (e.g., readings, assignments, projects, quizzes, etc.) posted in Angel.

<table>
<thead>
<tr>
<th>Week</th>
<th>Week Beginning Monday</th>
<th>Topic</th>
<th>Primary Readings</th>
<th>Assignments Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>16-JAN</td>
<td>Critical Thinking</td>
<td>Tradecraft Primer</td>
<td>Milestone_I (TEAM) 2.0% UrRisk_00 (Day02) 0.5%</td>
</tr>
<tr>
<td>3</td>
<td>23-JAN</td>
<td>Security Context</td>
<td>K&amp;H Ch.01 Kaplan&amp;Garrick Manunata</td>
<td>Quiz01 (THUR) 7.0% Scenario01 (TEAM) 2.5%</td>
</tr>
<tr>
<td>4</td>
<td>30-JAN</td>
<td>System Analysis – Basic Models &amp; Problems</td>
<td>K&amp;H Ch.02</td>
<td>Milestone_II (contract) 3.0% UrRisk_01 (Day02) 3.5%</td>
</tr>
<tr>
<td>5</td>
<td>06-FEB</td>
<td>Risk – Uncertainty</td>
<td>K&amp;H Ch.03</td>
<td>Com01 3.0%</td>
</tr>
<tr>
<td>6</td>
<td>13-FEB</td>
<td>Risk – Project Management</td>
<td>M&amp;T Ch.07</td>
<td>Quiz02 (THUR) 7.0% Milestone_III 4.0% (research question)</td>
</tr>
<tr>
<td>7</td>
<td>20-FEB</td>
<td>Applied Security Context</td>
<td>Web Readings</td>
<td>Scenario02 (TEAM) 2.5% UrRisk_02 (Day02) 4.0%</td>
</tr>
<tr>
<td>8</td>
<td>27-FEB</td>
<td>Fault Tree Analysis</td>
<td>Fault Tree Notes</td>
<td></td>
</tr>
</tbody>
</table>

### 05-11 March Spring Break

<table>
<thead>
<tr>
<th>Week</th>
<th>Week Beginning Monday</th>
<th>Topic</th>
<th>Primary Readings</th>
<th>Assignments Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>13-MAR</td>
<td>Risk – Finance &amp; Insurance</td>
<td>Insider Trading Notes</td>
<td>Quiz03 (Mar. 20) 7.0%</td>
</tr>
<tr>
<td>10</td>
<td>20-MAR</td>
<td>Risk – InfoSEC I Guest – Prof. Santoro</td>
<td>W&amp;M Ch.04</td>
<td>Com02 3.0% UrRisk_03 (Day02) 4.0%</td>
</tr>
<tr>
<td>11</td>
<td>27-MAR</td>
<td>Risk – InfoSEC II</td>
<td>Mitnick Ch.15 NIST 800-115 #B-1</td>
<td>Quiz04 (Mar. 31) 7.0% Milestone_IV (progress) 6.0%</td>
</tr>
<tr>
<td>12</td>
<td>03-APR</td>
<td>Crisis Management (Terrorism) Guest – Prof. Forster</td>
<td>Boston Strong (2014)</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>10-APR</td>
<td>Crisis Communication (Crisis Informatics) Guest – Prof. Tapia</td>
<td>Wineman(2009)</td>
<td>UrRisk_04 (THUR) 8.0% Quiz05 (Day02) 7.0% Milestone_V (ppt) 8.0% Scenario03 (TEAM) 5.0%</td>
</tr>
<tr>
<td>14</td>
<td>17-APR</td>
<td>Enterprise Risk Governance I</td>
<td>W&amp;M Ch.04</td>
<td>SRTE Milestone_VI (eval) 3.0%</td>
</tr>
<tr>
<td>15</td>
<td>24-APR</td>
<td>Enterprise Risk Governance II</td>
<td>W&amp;M Ch.04</td>
<td>Quiz06 (THUR) 7.0% Com03 3.0%</td>
</tr>
</tbody>
</table>

### Finals Week

NO final exam. A comprehensive final exam during finals week will be offered only to students who missed a regularly scheduled exam due to a University approved absence.

Three “GTD” (GroupTime) Days: No unexcused absences on announced day. Also, all team members must attend on day team presents (consider phone tree reminder).
COURSE OBJECTIVES

Our semester question asks, “What should managers do about risk?”

Upon completing this course, students with minimal prior risk experience should be able to:

1. Identify and describe a system of value to a decision maker.
2. Make and defend coherent statements about threats, vulnerabilities, consequences and risk.
3. Create a risk communication tailored to meet the specific interests of a target audience.
4. Evaluate the merits of alternative risk control proposals in terms of their benefits, costs and other intangibles.
5. Synthesize course materials to produce a risk study.

COURSE MATERIALS

OPTIONAL: Text – Should We Risk It? Exploring Environmental, Health, and Technological Problem Solving, Daniel M. Kammen & David M. Hassenzahl, 2001,
- Electronic Excerpt: http://books.google.com/

REQUIRED: USB Thumb Drive Thumb - Any size or brand should be sufficient for this class.

OPTIONAL/RECOMMENDED Course Pack: Use for note-taking, referencing weekly learning objectives/terms, and assignment information. Available from SBS (Student Book Store) on College Avenue, and usually the Hub bookstore.

CONTACT US

<table>
<thead>
<tr>
<th>Professor</th>
<th>TAs/LAs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Glantz</td>
<td>Click Angel “Calendar” Tab</td>
</tr>
</tbody>
</table>

Office Location
307E IST Building, University Park, PA 16802

Office Hours
Office hours posted in Angel Calendar page; changes posted in Angel Announcements
General or course-related questions (i.e., NOT personal) should be posted to our Community Café Discussion Board. They may also be sent by Angel email, although response may be slower.

Chatting with our students is very important to us!

Email – Angel REQUIRED (e.g., quick Angel message to group “All Course Faculty”)
- We only respond to Angel email from YOUR PSU account (i.e., do not forward to Gmail)
Gmail (and other) Users: Correctly configure send/return settings, including Angel forwarding.
Reference http://sites.psu.edu/eglantz/2010/06/10/using-gmail-for-psu-email/

Question Café
Students are required to “subscribe” to Instructor’s “Question Café” forum to receive critical course announcements via email. Subscribe feature found on Angel’s Resources page.

Prepared attendance is REQUIRED: Attendance tracking includes drop/add period. Students permitted a maximum of three (3) unexcused “personal” day absences without penalty; exceptions noted below.

Minus 30pts ➔ STUDENT WILL LOSE THIRTY (30) POINTS FOR EACH UNEXCUSED ABSENCE OVER THREE (3).
For example, an A- student with six (6) unexcused absences would likely receive a final grade of B.

1. Angel email “all course faculty” no later than 5PM the day of each absence,
   a. After first two (2) absences, an instructor office hour meeting is also required
2. Students are permitted the unexcused, or personal, absences noted above, without penalty,
   a. EXCEPTION: No personal absences during three GroupTime (GTD) Days, or day team presents during Week 14/15 Presentation classes.
3. Excused students with faculty permission must make-up missed assignments within one week.

NOTE
ASSSESSMENT

ASSIGNMENTS

Unless otherwise noted, the submission requirement for assignments is the BEGINNING OF CLASS on the due date. Most assignments are collected “electronically,” although a few may require a hardcopy in addition. Submission details will be provided with the assignment post in Angel. See also the “ASSIGNMENTS” section under course policies for related information (including late submissions).

SCORE TRACKING TABLE

Students are provided multiple opportunities to demonstrate course material proficiency. All assignments are required, grades are not “curved,” and there is no extra credit. Note “problem resolution time limits” below under Grade Distribution and Angel Grade Book.

<table>
<thead>
<tr>
<th>Grade Reporting Code</th>
<th>Course Requirements</th>
<th>Max. Points</th>
<th>Your Points</th>
<th>Approximate Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>QZ 01-06</td>
<td>QUIZ (individual), Testing Center, one-sheet, hand-written notes, drop lowest <a href="https://clc.its.psu.edu/eTesting/Students/">https://clc.its.psu.edu/eTesting/Students/</a></td>
<td>350</td>
<td></td>
<td>35.0%</td>
</tr>
<tr>
<td>MILESTONE I-VI</td>
<td>SEMESTER RISK PROJECT (form teams of three to five): 20/30/40/60/80/30 points.</td>
<td>260</td>
<td></td>
<td>26.0%</td>
</tr>
<tr>
<td>SCEN 01-03</td>
<td>RISK SCENERIOS (semester project team): In-class risk exercises 25/25/50</td>
<td>100</td>
<td></td>
<td>10%</td>
</tr>
<tr>
<td>UrRisk 00-04</td>
<td>PARTNER RISK PROJECT (with one-partner): 5/35/40/40/80 points</td>
<td>200</td>
<td></td>
<td>20.0%</td>
</tr>
<tr>
<td>COM 01-03</td>
<td>COMMUNITY (individual) Students improving learning for peers. Prepared attendance and contributions.</td>
<td>90</td>
<td></td>
<td>9.0%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>1,000</strong></td>
<td></td>
<td>100.0%</td>
</tr>
</tbody>
</table>

NO FINAL EXAM REQUIRED

TIP - Use the above table to track your progress in the course. If you are not meeting your expectations, please come to office hours EARLY IN THE SEMESTER to brainstorm changes in your approach. In particular, we STRONGLY ENCOURAGE students to come to office hours to review quiz performance. For maximum benefit, visit us shortly after getting your results.

GRADE ASSIGNMENTS

Students are guaranteed the following grade assignments if they meet the cutoff points listed in the table below.

<table>
<thead>
<tr>
<th></th>
<th>A 950 pts (95.0%)</th>
<th>A- 900 pts (90.0%)</th>
<th>B+ 870 pts (87.0%)</th>
<th>B 850 pts (85.0%)</th>
<th>B- 800 pts (80.0%)</th>
<th>C+ 770 pts (77.0%)</th>
<th>C 700 pts (70.0%)</th>
<th>D 600 pts (60.0%)</th>
<th>F &lt; 600 pts (&lt; 60.0%)</th>
</tr>
</thead>
</table>

The good news is that the above cutoffs are never raised. In certain (rare) circumstances the instructor may choose to slightly lower some of these cutoff scores before final grades are assigned. Any adjustment would be made uniformly for all students.

Unfortunately we cannot respond to student requests for special consideration, since our policy is uniform consideration.
INSTRUCTOR POLICIES

EXPECTATIONS

“Community”
Students need to be actively involved in the course to create a successful experience. To “improve learning in this class” for all students, we require prepared attendance and active contributions.

ASSIGNMENTS
Assignments are submitted in Angel. We do NOT accept assignments sent directly to instructors via email.

- Quizzes are always individual assignments.
- Some graded assignments may permit a single submission from two partners working together, and will be announced in advance when available. Original submitter will indicate selection of this option by including partner’s identity in the appropriate submission field. The other partner must confirm this intent by separately completing a simple “partner confirmation form.”
- Team assignments must clearly indicate active and inactive members (by team leader, or designate) AT TIME OF SUBMISSION. Team assignments may NOT be completed individually.

Late Assignment
Students are responsible for completing their own work and submitting the work as directed on the assignment. All assignments must be completed on time to receive credit. Since all assignment deadlines are clearly disclosed in the syllabus at the beginning of the semester, students are encouraged to submit assignments early. Late assignments, when permitted, must be completed within one week of the original due date, and will incur a 20% point reduction.

Technical Difficulties
To minimize technical difficulties submitting assignments, students are required to SUBMIT EARLY and VERIFY SUBMISSION SUCCESS. Complete practice assignments and notify instructors if you need assistance. Extensions may be provided in rare instances of PSU Course Management System (e.g., Angel) outages; outages may be verified at http://alerts.its.psu.edu/.

Academic Integrity
It is the University¹, IST College² and course policy to enforce academic integrity in this course. In addition, students should understand that the value of the PSU diploma is related to the quality of the learning. The value of a diploma from any school not actively assuring integrity would be low, at a cost to all students.

The use of work by other students is specifically prohibited and subject to the University's Academic Integrity provisions (see “Academic Integrity” under school policies below). Providing assignment solutions to others, whether for fee or free, is also specifically prohibited and subject to Academic Integrity processes. WE SPECIFICALLY ASK THAT YOU DO NOT SHARE FILES OR ANSWERS. Note that projects are creative works that must be “materially unique” from other students. In addition to unique content, we also expect a unique presentation “look and feel” (i.e. the visual appearance comprised of a consistent color scheme, layout, typography, design treatments and graphic elements working in harmony).

HTTP://TURNITIN.PSU.EDU: When directed, students in our course are required to register with, and submit files of written papers to, this web-based plagiarism detection and prevention system.

SEVERE PENALTIES: The first academic integrity violation will result in a point reduction equal to 1.5 TIMES the maximum original point value (e.g., a 40 point assignment would be recorded as negative 20 points) of the assignment involved, increasing to 2 TIMES on the second violation(e.g., a 40 point assignment would be recorded as negative 40 points). A third violation will result in FAILING the course. Violations may be on the same or different assignments. Courses failed for academic violations may be noted on the student transcript. When in doubt, meet with instructors PRIOR to submission.

¹ “May no act of ours bring shame,” from the Penn State Alma Mater by Fred Lewis Pattee; See also, http://www.psu.edu/oue/integrity.html
² See http://ist.psu.edu/current-students/academic-integrity/academic-integrity
EXCUSED ABSENCES

From Angel, email “All Course Faculty” prior to any excused-absence that may interfere with assignment completion.

Contact instructor immediately to work out alternatives

Students who are absent from the university for vacations, religious holiday, or university-approved curricular or extra-curricular activity should plan to complete and submit assignments BEFORE departure (if the date due for the assignment occurs during their period of absence).

University Excused Absences

- Illness requiring cessation of normal activities (a medical excuse from your health care provider may be required)
- University-approved curricular or extra-curricular activity
- Emergency Military Service (excluding regular pre-scheduled activities)
- Extreme family emergency or death (note: weddings, graduations, or similar festivities are NOT valid excuses)
- Religious holiday or event (notify instructor at the beginning of the semester)

QUIZZES AND MAKE-UP QUIZZES

Each multiple choice/short answer quiz builds on previous course material, but is technically not “comprehensive.”

Make-Up Quizzes

Students typically have one-week to complete assignments, so make-up quizzes are NOT available. If an approved university excuse listed above interferes with a student submission, a comprehensive make-up quiz will be offered finals week as an alternative. In general, more options are available the earlier a student notifies the instructor.

Quiz Materials

Unless stated otherwise, students may optionally bring one two-sided sheet (8-1/2 x 11) of original hand-written notes.

GRADE DISTRIBUTION/ANGEL GRADE BOOK

1. In accordance with the University policy AD 11 on Confidentiality Of Student Records, grades or other student records will NEVER be provided by telephone, email, or to third parties. If you have difficulty in accessing your grades, or if you feel a recorded grade may be in error, contact the instructor immediately.

2. Student grades are posted in Angel Grade Book; students are responsible for monitoring grades in Angel.

3. PROBLEM RESOLUTION TIME LIMITS: Written documentation of any problem related to score assignment must be sent via email to ALL FACULTY from the Course Management System within one-week from the date scores are first reported “available” to students in Angel Course Announcements.

4. CAUTION: Until the semester ends, Angel Grade Book may not correctly calculate ungraded or zero-graded assignments; students are encouraged to individually calculate estimated grade.

REGISTRATION

Penn State student registration is a two-step process. First, students register for courses. Second, students complete registration by payment of applicable tuition and fees. Students not completing registration are noted in class lists with message “Registration Not Complete.” Faculty are not obligated to provide instruction or administer assessment to these students. Please contact the Registrar's office immediately if this is your status.

3 Please do NOT attend class with flu-like symptoms; instead, rest and hydrate. Students are permitted to use email to notify faculty of two (2) excused illness requests. Email must be received end of day for class absence requested. Additional excused absence requests require office hour discussion.
SCHOOL POLICIES

ACADEMIC INTEGRITY

According to the Penn State Principles and University Code of Conduct:

Academic integrity is a basic guiding principle for all academic activity at Penn State University, allowing the pursuit of scholarly activity in an open, honest, and responsible manner. According to the University’s Code of Conduct, you must neither engage in nor tolerate academic dishonesty. This includes, but is not limited to cheating, plagiarism, fabrication of information or citations, facilitating acts of academic dishonesty by others, unauthorized possession of examinations, submitting work of another person, or work previously used in another course without informing the instructor, or tampering with the academic work of other students.

Any violation of academic integrity will be investigated and, where warranted, corrective academic and/or disciplinary action will be taken.

AFFIRMATIVE ACTION & SEXUAL HARASSMENT

The Pennsylvania State University is committed to a policy where all persons shall have equal access to programs, facilities, admission, and employment without regard to personal characteristics not related to ability, performance, or qualifications as determined by University policy or by Commonwealth or Federal authorities. Penn State does not discriminate against any person because of age, ancestry, color, disability or handicap, national origin, race, religious creed, gender, sexual orientation, or veteran status. Related inquiries should be directed to the Affirmative Action Office, 328 Boucke Building.

AMERICANS WITH DISABILITIES ACT

The College of Information Sciences and Technology welcomes persons with disabilities to all of its classes, programs, and events. If you need accommodations, or have questions about access to buildings where college activities are held, please contact us in advance of your participation or visit. If you need assistance during a class, program, or event, please contact the member of our staff or faculty in charge.

AN INVITATION TO STUDENTS WITH LEARNING DISABILITIES

It is Penn State’s policy to not discriminate against qualified students with documented disabilities in its educational programs. If you have a disability-related need for modifications in your testing or learning situation, your instructor should be notified during the first week of classes so that your needs can be accommodated. You will be asked to present to the Office of Disability Services (located in 116 Boucke Building (814) 863-1807) documentation that describes the nature of your disability and the recommended remedy. You may refer to the Nondiscrimination Policy in the Student Guide to University Policies and Rules.
**Community Grading**

**COMMUNITY**

"**Together We Are Smarter**"

**COMMUNITY IDEAS**

1. **Prepared Attendance**
   - Severe point deductions for each unexcused absence beyond course limit
   - Contribute in class, having reviewed course material

2. **Community Discussion Board (Angel)**
   - Examples:
     - Discuss course content in the news. Post links to articles with comments on why important and what we will find if we follow link.
     - Responses to peer questions on course and assignments
     - Lecture notes
     - Suggested definitions for course terms
   - Keep discussion threads together; to prevent deletion, do not start a new post if related to a similar discussion already begun
     - NEW POST (use link at top of screen)
     - REPLY TO (use link at bottom of screen)
   - Do NOT post personal or confidential questions, or answers to assignments

3. **Class Presentation**: Students with a specific course topic interest/experience may coordinate with instructor to present information to peers

4. **Instructor Meeting**: Provide course feedback/improvements during office hours.

5. **Quiz and Weekly Feedback**
   - Complete weekly Angel surveys, or email instructors three responses: 1) Topic you liked best, 2) Topics needing more explanation, and/or 3) General course improvement suggestions