INFO I330/INFO 1590/NEWM N485
Legal and Social Informatics of Security

Department of Human-Centered Computing
Indiana University School of Informatics and Computing, IUPUI
Spring 2017

Section No: 23451, 26606 and 26280  Credit Hours:  3
Time:  Online, asynchronous
Location:  N/A
First Class:  January 9, 2017
Website:  https://iu.instructure.com/courses/1615801

Instructor:  Sara Anne Hook, B.A. (History), M.L.S., M.B.A. (Finance), J.D.

- Professor of Informatics/Human-Centered Computing, Indiana University School of Informatics and Computing, IUPUI
- Adjunct Professor, Center for Intellectual Property Law and Innovation, Robert H. McKinney School of Law, Indiana University
- Adjunct Professor of American Studies, School of Liberal Arts, IUPUI
- Admitted: Indiana (1994), Supreme Court of the United States (2012)

Office Hours: Office hours are Tuesdays from 2:00 p.m. - 4:00 p.m. (in person, by phone or using the Canvas Chat feature) and by appointment.

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Prerequisites:  None. Elective for undergraduate informatics and new media students. Elective for paralegal (for-credit and non-credit) and other programs. Required course for certificate in legal informatics.

Course Coach

This is my virtual coach for the course. His name is "Tipster" and he will be helping you throughout the semester with tips, suggestions and encouragement.
Course Description

This course examines that set of ethical and legal problems most tightly bound to the issues of information control. The interaction and technology change, but the core issues have remained: privacy, intellectual property, Internet law, concepts of jurisdiction, speech anonymity versus accountability and ethical decision making in the networked environment.

During the semester, we will move from a discussion of broad national and international themes in cyber-security to the practical application of information security in individual organizations. Providing this course online gives students an opportunity to learn this important facet of informatics and new media in a flexible but structured and supportive format. This course is also part of the legal informatics area of specialization and the certificate in legal informatics. Because of the ethical issues related to client confidentiality, law firms must exercise an especially high level of care over the security of information and systems.

Required Textbook


Available at the Barnes & Noble bookstore on the IUPUI campus or various online vendors.

Additional Readings

The textbook will be supplemented with readings from business, legal and technology journals and books, PowerPoint presentations, websites and sample forms, templates and agreements. This material will be provided via Canvas.

IUPUI Principles of Undergraduate Learning (PUL) - [http://due.iupui.edu/Undergraduate-Curricula/General-Education/Principles-of-Undergraduate-Learning](http://due.iupui.edu/Undergraduate-Curricula/General-Education/Principles-of-Undergraduate-Learning)

Faculty members are required to designate a PUL of Major, Moderate and Some Emphasis for every course in the undergraduate curriculum. For INFO I330/I590/NEWM N485 Legal and Social Informatics of Security,

- Major Emphasis: 3 Integration and Application of Knowledge
- Moderate Emphasis: 2 Critical Thinking
- Some Emphasis: 6 Values and Ethics

Revised (by Anderson) Bloom’s Taxonomy (RBT)

Faculty members must also indicate the Revised (by Anderson) Bloom’s Taxonomy for each learning outcome in the course.
1. Remembering
2. Understanding
3. Applying
4. Analyzing
5. Evaluating
6. Creating

Program-level Learning Outcomes (PLO)

Finally, we are required to indicate which of the B.S. in Informatics Program-level Learning Outcomes are addressed in the course:
http://soic.iupui.edu/undergraduate/degrees/informatics/learning-outcomes/

Learning Outcomes

Upon completion of the course, students will be able to:

- Express the global and local nature of information security and privacy. [PULs 2 and 3][RBT 4][PLO 2 and 3][DF, Q, CS#1 and #2]
- Assess the information security and privacy lifecycle of an organization. [PULs 2 and 3][RBT 5][PLO 3][DF, Q]
- Evaluate the impact of security and privacy on critical infrastructure. [PULs 2 and 3][RBT 5][PLO 2 and 3][DF, Q]
- Interpret state, national and international laws and other obligations for security and privacy. [PULs 2 and 3][RBT 5][PLO 3][DF, Q, AR, CS #1 and #2]
- Interpret the duty of confidentiality as it relates to medical, financial and personal information under federal and state laws and outline what to do if there is a breach. [PULs 2, 3 and 6][RBT 5][PLO 2, 3 and 5][DF, Q, CS #1 and #2]
- Articulate the special legal and ethical obligations of attorneys for information security and privacy. [PULs 2, 3 and 6][PLO 3 and 5][RBT 3][DF, Q, AR, CS #2]
- Classify the criminal and civil liability that organizations may face for improper security and privacy measures and what the penalties might be. [PULs 2 and 3][RBT 4][PLO 3][DF, Q, CS #1 and #2]
- Implement a process for risk assessment based on the various types of threats that can occur. [PULs 2 and 3][RBT 6][PLO 3][DF, Q, CS #1 and #2]
- Compare and contrast the methods for providing information security and privacy controls. [PULs 2 and 3][RBT 5][PLO 5][DF, Q, CS #2]
- Analyze the standards, guidelines and best practices for information security and privacy. [PULs 2 and 3][RBT 4][PLO 2 and 3][DF, Q]
- Interpret the privacy and security implications of new and emerging technologies, such as social media, the Internet of Things, cloud computing and mobile devices. [PULs 2, 3 and 6][RBT 5][PLO 3][DF, Q, CS #2]
- Examine the roles of lawyers and technologists as advisors on information security and privacy. [PULs 2, 3 and 6][RBT 4][PLO 3 and 5][DF, CS #2]
- Prepare a comprehensive memorandum about security and privacy for a multinational corporation, including recommendations. [PULs 2, 5 and 6][RBT6][PLO3][CS #1]
• Prepare a comprehensive memorandum about security and privacy for a law firm with offices throughout the U.S. and overseas, including recommendations. [PULs 2, 5 and 6][RBT6][PLO 3][CS #2]

Q=Quiz
DF=Discussion Forum
AR=Article Review and Critique
CS=Case Study

Software Used

Any software and related materials will be provided by vendors at no charge to students or the school.

Expectations/Guidelines/Policies

Assignments are due by the stated deadline, although you can certainly submit them earlier if you wish. **If you need an extension, you must have prior approval via email and I reserve the right to deduct points for lateness. PLEASE NOTE: I no longer provide a one-week grace period.** Assignments are due by the stated deadline unless you have received an extension. Please note that all assignments, except Case Study #2, are due on Fridays at 5:00 p.m. Quizzes will open on Fridays at 5:00 p.m. and be available until Sundays at 5:00 p.m. Responses to the Discussion Forum questions are due on Sundays at noon. Case Study #2 will be due on Monday, May 1 at 5:00 p.m.

There is no final examination for this course. There is no opportunity for extra credit in this course. There is also no opportunity to revise and resubmit assignments for a higher grade.

Administrative Withdrawal

A basic requirement of this course is that you will conscientiously participate and complete all required course activities and/or assignments. Please notify me via email if you are unable to participate or complete an assignment on time. (See the information in the paragraph above about requests for extensions and late assignments.) If you miss more than the first 25% of the course without contacting me, you may be administratively withdrawn from the course. Since our course is online and we do not meet, I use the Discussion Forum questions to monitor course participation. If you have not participated in these activities by the stated deadlines, you may be withdrawn. An administrative withdrawal may have academic, financial and financial aid implications. The administrative withdrawal will take place after the full refund period and if you are administratively withdrawn from the course, you will not be eligible for a tuition refund. If you have questions about the administrative withdrawal policy at any point in the semester, please contact me.

Incomplete

I am only allowed to assign an Incomplete (I) grade if at least 75% of the required coursework has been completed at passing quality and holding you to previously established time limits would result in unjust hardship to you. All unfinished work must be completed by the date set by
the instructor. Left unchanged, an Incomplete automatically becomes an F after one year. [http://registrar.iupui.edu/incomp.html](http://registrar.iupui.edu/incomp.html).

**Other Policies**

Work must be your own and it must be identified as such. Work of others, such as quotes used in a paper, must be properly identified and cited. Studying together is encouraged; however, sharing significant amounts of work or presenting the work of others as your own is not allowed. Please let me know if you have questions about the proper way to use quotations and citations. Also, please state the answers to assignment questions in your own words rather than cutting and pasting text from Modules, websites, databases or other materials.

I typically upload graded assignments with my feedback to Canvas. According to campus policy, I am only required to keep your assignments for one month after they are graded and I reserve the option to dispose of them after that time.

Regulations, policies, guidelines, requirements and updates are to be followed, including those of Indiana University, IUPUI and the School of Informatics and Computing. This includes those that are printed in the IUPUI Spring 2017 Class Schedule, the IUPUI Campus Bulletin, posted or referenced in the course's website on Canvas, posted in a classroom, laboratory, office or other campus building or those presented or noted by faculty and staff members. There are a number of campus-wide policies governing the conduct of courses at IUPUI. These can be found at: [http://registrar.iupui.edu/course_policies.html](http://registrar.iupui.edu/course_policies.html). A Syllabus Supplement is provided on the course’s Canvas site which includes important campus policies.

I reserve the right to revise the syllabus as needed during the semester.

**Course Management and Helpful Hints**

There are no class meeting times per se for this course. Instead, online courses are conducted "asynchronously", which means that we will be sending and receiving email messages and participating in "virtual discussions" using the Canvas Discussions. If you look at Modules in Canvas, you can see that I have already set up a Discussion Forum for each Module of the course. The course will be divided into weekly Modules. The course will be divided into weekly Modules. Each Module will officially begin on Monday. Modules will officially end at noon on Sundays, but once I have posted a Module, it will be available throughout the semester in case you want to review.

Please make an effort to participate in the Discussion Forums regularly - not only is this is this 45 points towards your final course grade (3 points each), but it will also be a much more rewarding course if we all share our thoughts and expertise. You will also be reviewing and providing feedback to student responses to previous Discussion Forums. Points will be taken off if all questions in a Discussion Forum are not responded to, including not providing feedback to other students as indicated in the questions. This is a 3-credit hour course and we cover a great deal of material, so you can expect to be at least as busy as you would be in a course that meets face-to-face every week.
For each Module, there will be a reading assignment, designated by a book icon. Many of the reading assignments will be from the course textbooks, but I will also upload, reference or provide a link to other materials as well. Whatever I upload will be provided through Canvas.

For each Module, there will also be a series of online discussion questions, indicated by a computer icon. We will use the Canvas Discussions feature to share the responses to these questions. Responses to the weekly Discussion Forum questions are due by Sundays at noon.

Each week, I will also provide a mini-lecture or outline of the topic of the Module, designated by the microphone icon.

For many of the Modules, there may also be a PowerPoint presentation, guest lecture or online demonstration, which will be indicated by a movie projector. You will use Canvas to access these materials.

For each Module, I will provide a "Fireside Chat" to remind you about deadlines, explain concepts or alert you to new issues. You will use Canvas to access the Fireside Chats.

Finally, if you have questions, please do not hesitate to email me.

Tipster says, "The most important advice for the course is to stay organized."

Tipster cannot stress enough the importance of keeping up with the reading assignments and responding to the Discussion Forum questions. He has noticed a direct correlation between responding regularly to the Discussion Forum questions and doing well in the course.

Also, if this is your first online course, please understand that the burden is on you to stay organized, to know what needs to be done each week and to pay attention to the deadlines for assignments. I will use the Announcements feature in Canvas to let you know when Modules are available and to remind you when assignments are due.
Equipment Needed

Because this is an online course delivered through Canvas, you will need weekly access to a computer and a sufficiently stable network to handle large files. You will need to be able to listen to podcasts, view PowerPoint presentations and short videos, search the Internet and use the software products provided by vendors. My TA and I need to communicate with you by email, so all students will need to provide a valid email address.

Grading Information

There are 200 points total in the course.

Quiz #1 (covers Modules 1-4): Available from Friday, February 10 at 5:00 p.m. until Sunday, February 12 at 5:00 p.m. 20 points [Corresponds to PULs 2, 3 and 6]

Article Review and Critique: Due Friday, February 17 at 5:00 p.m. 15 points [Corresponds to PULs 2 and 3]

Quiz #2 (covers Modules 5-7): Available from Friday, March 3 at 5:00 p.m. until Sunday, March 5 at 5:00 p.m. 20 points [Corresponds to PULs 2, 3 and 6]

Case Study #1: Due Friday, March 10 at 5:00 p.m. 30 points [Corresponds to PULs 2, 3 and 6]

Quiz #3 (covers Modules 8-10): Available from Friday, March 31 at 5:00 p.m. until Sunday, April 2 at 5:00 p.m. 20 points [Corresponds to PULs 2 and 3]

Quiz #4 (covers Modules 11-13): Available from Friday, April 21 at 5:00 p.m. until Sunday, April 23 at 5:00 p.m. 20 points [Corresponds to PULs 2, 3, and 6]

Case Study #2: Due Monday, May 1 at 5:00 p.m. 30 points [Corresponds to PULs 2, 3, and 6]

Participation in Discussion Forums: 45 points (3 points per Discussion Forum) – due Sundays by noon. [Corresponds to PULs 2, 3 and 6] You will be reviewing and providing feedback to student responses to previous Discussion Forum questions. Points will be taken off if all questions in a Discussion Forum are not responded to, including not providing feedback to other students as indicated in the questions.

Total (200 points)

Final course grades are calculated by adding up all of the points that you earned in the course and dividing by 200. This will give you a percentage. See the Grading Scale below for the minimum percentage that you need for each course grade. I don’t round up the grades, so if you want an A in the course, you need to achieve at least a 93%.

I use the Grades feature in Canvas to post grades and provide feedback on your assignments.

Grading Scale [percentages and/or points]

200 points possible.
Minimum percentages for each course grade:

99% A+
93% A
90% A-
87% B+
83% B
80% B-
77% C+
73% C
70% C-
67% D+
63% D
60% D-
Below 60% F

Undergraduate Students: No credits towards major, minor or certificate requirements are granted for a course grade below a C. No credits towards general education or elective requirements are granted for a course grade below a C. In other words, you must get at least a C in this course.

Course Schedule Detail

Module 1: Week of 1/9
Topic: Introduction to Information Security
Reading Assignment: Introduction, Chapters 1 and 2 and Appendices A and O in Nelson

Module 2: Week of 1/16
Topic: U.S. Federal and State Laws
Reading Assignment: Appendices F, G and K in Nelson

Module 3: Week of 1/23
Topic: International Laws and Other Obligations
Reading Assignment: To be distributed

Module 4: Week of 1/30
Topic: Ethical and Legal Obligations of Lawyers
Reading Assignment: Chapter 3 and Appendices B, C, D, E in Nelson

Module 5: Week of 2/6
Topic: Information Security and Privacy Liability – Part 1
Reading Assignment: Chapters 4, 15 and 25 in Nelson

Quiz #1 (covers Modules 1-4): Available from Friday, February 10 at 5:00 p.m. until Sunday, February 12 at 5:00 p.m.

Module 6: Week of 2/13
Topic: Information Security and Privacy Liability – Part 2
Reading Assignment: Chapters 7-8 in Nelson

Article Review and Critique: Due Friday, February 17 at 5:00 p.m.
Module 7: Week of 2/20
Topic: Information Risk Management
Topic: Reading Assignment: Chapters 5 and 24 and Appendices H and I in Nelson

Module 8: Week of 2/27
Topic: Information Security and Privacy Controls – Part 1
Reading Assignment: Chapters 6, 9 and 10 in Nelson
Quiz #2 (covers Modules 5-7): Available from Friday, March 3 at 5:00 p.m. until Sunday, March 5 at 5:00 p.m.

Module 9: Week of 3/6
Topic: Information Security and Privacy Controls – Part 2
Reading Assignment: Chapters 11, 12 and 19 in Nelson
Case Study #1: Due Friday, March 10 at 5:00 p.m.

Week of 3/13
Enjoy your Spring break!

Module 10: Week of 3/20
Reading Assignment: Chapters 16, 17 and 18 and Appendix J in Nelson

Module 11: Week of 3/27
Reading Assignment: Chapters 14 and 20 and Appendices L, M and N in Nelson
Quiz #3 (covers Modules 8-10): Available from Friday, March 31 at 5:00 p.m. until Sunday, April 2 at 5:00 p.m.

Module 12: Week of 4/3
Topic: New and Emerging Technologies – Part 1
Reading Assignment: Chapters 21-22 in Nelson

Module 13: Week of 4/10
Topic: New and Emerging Technologies – Part 2
Reading Assignment: Chapters 13 and 23 in Nelson

Module 14: Week of 4/17
Topic: The Role of Advisors
Reading Assignment: To be distributed
Quiz #4 (covers Modules 11-13): Available from Friday, April 21 at 5:00 p.m. until Sunday, April 23 at 5:00 p.m.

Module 15: Week of 4/24
Topic: Remaining Issues and New Trends
Reading Assignment: Chapters 26-27 and Appendix P in Nelson
Week of 5/1
Case Study #2: Due Monday, May 1 at 5:00 p.m.

Tipster says, "Good luck!"