



DIGITAL FORENSICS
INFORMATION ASSURANCE

Integrated Science & Technology 463

Digital Computer Evidence – Writing Intensive
Course Syllabus

Spring 2014

MWF – 10:00 – 10:50

Morrow Library 121

Lab – Thursday 11:00 – 11:50 ML 121

Instructor – John Sammons

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Office Phone – 696-7241

eMail Address – john.sammons@marshall.edu

Office Hours:

Mon – 1:00 – 3:00

Tues – 11:00 – Noon

Weds – 1:00 – 2:00

Fri – 1:00 – 2:00

Mandatory Textbook

Digital Evidence and Computer Crime. Eoghan Casey. Elsevier Science & Technology; (April 20, 2011). 978-0-12-374268-1

Course Description

IST 463 examines the principles, practices and tools of digital forensics and digital investigations. During the semester we will take an in-depth look at basic investigative methodology, labs, and tools. Students will also practice proper crime scene processing and evidence collection techniques. We will also look at other uses of digital forensics and the forensic examination process itself.

Credit

The course is three (3) credit hours and WI.

Pre/co-requisites

IST 264 Technology Foundations

IST 449 Data Recovery and Analysis

Course Learning Objectives

Course Student Learning Outcomes	How students will practice each outcome in this Course	How student achievement of each outcome will be assessed in this Course
Students will effectively explain fundamental digital forensic concepts, processes, and procedures.	PowerPoint/Prezi development, peer & instructor review, journal assignments	Presentations, Quiz questions, concept map, high stakes writing assignment, "hot seat" quizzes
Students will demonstrate their ability to properly document and collect digital evidence.	Practical exercises, labs journal	Practical exercises
Students will demonstrate their ability to communicate effectively both orally and in writing.	PowerPoint/Prezi development, peer & instructor review, journal assignments	Presentations, Quiz questions, concept map, high stakes writing assignment, "hot seat" quizzes
Students will apply sound fundamental investigative approaches to a variety of situations.	Case studies and practical exercises, journal assignments	Presentations, Quiz questions, concept map, high stakes writing assignment, "hot seat" quizzes
Students will compose a properly formatted search warrant affidavit that meets the legal standard of probable cause.	Journal exercises, in-class assignments	Quizzes, high stakes writing assignment.
Students will arrange key course content into a comprehensive, detailed concept map that clearly demonstrates the relationship of one concept to another.	Module concept maps	Mid-Term & Final Concept Maps
Students will enhance their writing skills and strategies	Learning journals, medium-stakes writing assignments	Formal, high-stakes writing assignment

Instruction Method

There will be 3 contact hours of classroom instruction per week. Coursework will include classroom lectures, a learning journal, and exams along with a variety of low, med and high stakes writing assignments. You are expected to take an active role in your learning. Discussions and writing assignments play significant roles in the conduct of the course.

This course will be taught using active learning and “flipped classroom” methodologies. This means that lectures, as a delivery method will be limited. For students, this means that you will be expected to complete all assigned “pre-work” before the start of class, participate in group assignments, and complete in-class exercises.

There is a writing guide for the course located on Blackboard that explains the writing requirements, assignments, and the reasoning behind them. You need to read this as it will explain most of the common assignment types and answer many of your questions.

Writing Intensive Assignments

This is a writing intensive course and as such, writing assignments play a key role in the conduct of the course. There will be a variety of low, medium, and high stakes writing assignments used throughout the semester. Please refer to the writing guide (in the course resources tab) for more details on the types of assignments that you can expect. Note that of the approximately 1450 points available, 750 come from writing intensive assignments. That’s a little over half of your grade (52%).

Lab

There is a lab with this course. It meets on Thursdays from 11:00 – 11:50 in ML 121. Lab exercises will generally compliment/coincide with the material covered during lectures. Unless otherwise stated, all lab assignments will be submitted through Bb. You are asked to please be on time for the lab session (if not a little early). We only have 50 min and it will take some time to get the software/VM’s started/configured. You should bring your AccessData Academic Manual (from IST 449) with you to lab. If you don’t have one, we will have a few in ML 121 that you can borrow.

Evaluation method

Course grades will be based on a total points system. Your grade will be based on a percentage of the total points possible.

Course Point Distribution

Assignment/Assessment	Points Possible
Midterm & Final Exam (Concept Map)	200
High Stakes Writing Assignment	200
Projects & Assignments	200 (Approx. Subject to change based on progress)
Learning Journals	350 (35/ea)
Tests	200 (Approx. Subject to change based on progress)
Lab Assignments	200 (Approx. Subject to change based on progress)
Attendance	100
Total	1450 (Approx. Subject to change based on progress)

Final letter grades are determined based on the following grading scale:

90-100%	A
80-89%	B
70-79%	C
60-69%	D
0 – 59%	F

The instructor reserves the right to change these values depending on the overall class performance and/or extenuating circumstances. Please note that your final grade will be calculated by hand, NOT from the totals/weights that you may see on Bb. Grades will be posted as quickly as possible into the Bb system as quickly as possible. However, please keep in mind that those times will vary.

Policy Statement

My Academic Dishonesty Policy

Academic Dishonesty is defined as any act of a dishonorable nature which gives the student engaged in it an unfair advantage over others engaged in the same or similar course of study and which, if known to the classroom instructor in such course of study, would be prohibited. Academic Dishonesty will not be tolerated as these actions are fundamentally opposed to "assuring the integrity of the curriculum through the maintenance of rigorous standards and high expectations for student learning and performance" as described in Marshall University's Statement of Philosophy.

By enrolling in this course, you agree to the University Policies listed below. Please read the full text of each policy by going to www.marshall.edu/academic-affairs and clicking on "Marshall University Policies." Or, you can access the policies directly by going to http://www.marshall.edu/academic-affairs/?page_id=802

Academic Dishonesty/ Excused Absence Policy for Undergraduates/ Computing Services Acceptable Use/ Inclement Weather/ Dead Week/ Students with Disabilities/ Academic Forgiveness/ Academic Probation and Suspension/ Academic Rights and Responsibilities of Students/ Affirmative Action/ Sexual Harassment

In this course, STUDENTS ARE NOT TO "COPY & PASTE" MATERIAL FROM A SOURCE INTO ANY ASSIGNMENT UNLESS SPECIFICALLY AUTHORIZED BY THE INSTRUCTOR.

If you are found cheating on projects or plagiarizing answers from the Internet or other sources (among other things), there will be no second chance. Your penalty is that you will receive a failing grade for the course. In those cases in which the offense is particularly flagrant or where there are other aggravating circumstances, additional, non-academic, sanctions may be pursued through the Office of Judicial Affairs. Notice of an act of academic dishonesty will be reported to the Department Chair, Dean of the College of Science, and to the Office of Academic Affairs. Please refer to the Marshall University Undergraduate Catalog for a full definition of academic dishonesty.

Your assignments may be analyzed using the anti-plagiarism suite of tools powered by Turnitin. Please visit <http://turnitin.com> for more information.

Assignments: The course includes a number of writing assignments. All assignments are due **BY THE BEGINNING OF CLASS** on their due date. **NO LATE ASSIGNMENTS WILL BE ACCEPTED.** There are VERY specific cutoff dates/times for submission. Please do not procrastinate. If you wait until the last night to start a writing assignment, chances are, you will fail. All (or the majority of) assignments **MUST** be submitted through Bb. Should some technical issue arise that makes this impossible, the instructor's University email address will serve as the secondary means of submission. Bb email is the last method of submission. Should submission prove to be impossible, students are expected to leave a voice mail on the Instructor's office phone. In ALL instances any email or voicemail **MUST** have a date/time stamp that is **BEFORE** the due date/time of the assignment. Submissions that do not will be rejected.

File Names: All electronic submissions must follow this file naming convention:

Ist447_Last Name_First Initial_Assignment Name.doc ("ist447_sammons_j_researchpaper.doc")

Exams: There are TWO exams. They will be take home concept maps covering all the course material to that particular point.

Make-up Quizzes/Assignments and Late Penalty: Make-up exams will not be given except under unusual circumstances and satisfactory written justification. Any student who misses a quiz/assignment due to an unexcused absence will receive a grade of zero with no opportunity for make-up or substitution. Only University excused absences or those occurring with a good reason (and that reason must be given prior to missing the quiz/assignment) will be accepted. Make up quizzes/assignments must be taken within one week of the original scheduled date. The decision to allow a make-up quiz or accept late work rests with the instructor. Please note, your university excuse **MUST** be received by me within **TWO** weeks of the missed assignment/test. Excuses received after that time period will not be accepted.

Attendance Statement

Attendance is very important in this course and as such is **MANDATORY**. You will be permitted three (3) unexcused absences during the semester. Each student will start the semester with 100 pts. Every unexcused absence thereafter will result in a 10 pt deduction.

If you miss class, it is your responsibility to catch up on material missed, and it will not be the responsibility of the instructor to catch you up on material missed during office hours, or re-lecture to you. Throughout the semester, there will be in-class assignments that are done for a grade. Those assignments cannot be made up without a university excused absence. Exit slips in the learning journal are one example.

Class Cancellation

There may come a time during the semester when class could be cancelled (illness, weather, etc). Should that occur, I will notify everyone through their official university email as well as post an announcement on Bb. You are responsible for checking these early and often to ensure that class will be held as scheduled. Should there be some technological issue that prevents me from doing that, a sign should be posted on the classroom door.

Professionalism

In this course you will be treated as professionals and will be expected to behave and perform as such. As professionals, you will be expected to attend class, be on time, complete all of your assignments, meet deadlines, ask questions when you don't understand, and participate. Participating in class means that you are not on your cell phone or surfing the Internet. If you can't be in class, I expect you to let me know ahead of time. Your classroom language and demeanor should also be professional all times.

University Holidays & Key Dates

January 20, Monday

MLK Holiday – University Closed

March 5 – March 8

Midterms

March 17 - 22

Spring Break – Classes Dismissed

March 24, Monday

Classes Resumes

March 28, Friday

Last Day to Drop

April 21 - 25

AIDE Conference (Some classes may be cancelled)

April 28 – May 2

“Dead Week”

May 2, Friday

Last Class Day

May 5 –May 9

Final Exams

Expectations

1. Work/Think Hard
2. Participate
3. Act with Integrity
4. Embrace the Challenges
5. Tell Me if You Have a Problem
6. Own Your Mistakes and Shortcomings
7. Help Your Fellow Students
8. Be Willing to Work Outside Your Comfort Zone
9. Have FUN!
10. Treat Everyone with Respect
11. Read the Syllabus
12. Check Bb and Your Email Very Often
13. Check Bb for Due Dates and Assignment Specifics
14. Read All of the Assigned Materials

Technical Competencies

Students are expected to be proficient working with AD Forensic Toolkit, FTK Imager, Registry Viewer, Password Recovery Toolkit, and Microsoft Office products or their equivalent. In addition, students will need to an application to create concept maps. VUE, from Tufts University is the recommended tool for this purpose. It's a free, open source tool that woks well on Windows or Macintosh computers. It can be downloaded here: <http://vue.tufts.edu/>. VUE is very simple to use with a very short learning curve. Students are also expected to be proficient using the Blackboard system (submitting assignments, navigating the class space, taking tests, etc).

Topics and Methodology

The following outline delineates the tentative class schedule with topics to be addressed during the course. Please note these topics and schedules are tentative.

Week	Dates	Lecture Topics	Readings/Chapters
1	Jan 13-17	Intro, Visual Literacy	TBA
2	Jan 20-24	Foundations of Digital Forensics	1 & 2
3	Jan 27-31	Applying Forensic Science	16
4	Feb 3-7	Labs & Tools	TBA
5	Feb 10-14	Crime Scene/Evidence Collection	7, 7Safe
6	Feb 17-21	Crime Scene/Evidence Collection	7, 7Safe
7	Feb 24-28	Testimony & Courts	3
8	Mar 3-7	Midterm	TBD
9	Mar 10-14	Cyber Crime Law	4 and TBA
10	Mar 17-21	Spring Break	N/A
11	Mar 24-28	Cyber Crime Law	5 and TBA
12	Mar 31 –Apr 4	Conducting Investigations	6,8,
13	Apr 7 -11	Conducting Investigations	9, 10,
14	Apr 14-18	Conducting Investigations	11
15	Apr 21-25	AIDE Conference/Sex Offenders/Cyberstalking	12, 14
16	Apr 28-May 2	Final Review	N/A

Every student is responsible for all materials presented in class, including lectures, notes, and handouts. In case you are not present for a class, it is your responsibility to contact the instructor and receive information about the material presented in that class. Class attendance is VERY IMPORTANT and part of professionalism grade for this course.

Effort Required

This course requires significant effort both in and out of class. Outside of class students will be expected to keep pace with the reading/videos and come to class prepared. If you come to class unprepared it will negatively impact your ability to complete the lab exercises. For every one hour in class, the student is expected to put in an effort of at least 3 hours outside the class for studying and completing writing assignments. Depending upon background and preparedness, some students may have to put in additional effort. **DO NOT PROCRASTINATE.** Prioritize, schedule, and take responsibility for your actions and you should do very well in this class. To be successful in this course, you **MUST** take an active role in the learning process.

Learning Journal

As part of this writing intensive class, each student must maintain a learning journal. This journal will contain a variety of low/medium stakes assignments, many to be done in class. It is your responsibility to keep it current. It will be turned in at the end of each learning module. Do NOT procrastinate. You will need your journal during almost every class. It is your responsibility to ensure that it's available and kept safe. You would be wise to make frequent back-ups of your journal. You may want to consider using Dropbox (www.dropbox.com) or Google Drive.

Tests & Readings

The number of quizzes will vary, depending on class progress, participation, and the how well students keep up with assignments, readings, etc. Students are expected to keep up with all reading assignments and come to class prepared to discuss the material.

Communication

Private E-mail will be used to make any general announcements, last minute changes, etc. It is **mandatory** that you monitor your email messages at least once a day. PLEASE ONLY USE MY MARSHALL EMAIL ADDRESS FOR CORRESPONDENCE. Messages left on Blackboard will result in delayed responses. Please read and follow the guidelines outlined in the "How to Email Your Professor" article. There is a link to it posted on Bb. Using my University email ensures you get a response and the course run smoothly. During periods of inclement weather, check your email and Bb the night before, and the morning of class to see if it has been cancelled.

Note about cell phones and Internet in class

Please set your cell phone ringer to "Vibrate Only" mode (or turn it off) before you enter the classroom. While in class, you will be expected to work on class related materials/assignments. Please do not surf the Internet or work on other assignments unless authorized by the instructor.

Professionalism

In this course you will be treated as professionals and will be expected to behave and perform as such. As professionals, you will be expected to attend class, be on time, complete all of your assignments, meet deadlines, ask questions when you don't understand, and participate. Your classroom language and demeanor should also be professional.

Disclaimer

The instructor reserves that right to modify the course schedule and evaluation system should it become necessary for the effective conduct of the course.

Social Networking

I often receive friend requests from students via Facebook. It is my policy however, not to accept these requests from current students. This is absolutely nothing personal, so please do not take it as such. You are welcome to follow me on Twitter and or join my network on Linked-In. Please join us on the MU Digital Forensics Facebook page.

Please participate in our social media channels:

Facebook:: Marshall Digital Forensics & Appalachian Institute of Digital Evidence

Twitter:: @ MUDigForensics & @AppyIDE

Join the student chapter of Appalachian Institute of Digital Evidence - <http://www.appyide.org>

Get Involved!

There are tremendous opportunities here beyond your coursework. The student chapter of AIDE (Appalachian Institute of Digital Evidence), internships, and research are just some of the possibilities. Involvement in these activities is what can separate your resume from the others. Do not miss this opportunity. See me for details.

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