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American Public University System

The Ultimate Advantage is an Educated Mind

**School of Security and Global Studies
SCMT101
Introduction to Security Management**

3 Credit Hours

8 Weeks

Prerequisite: None

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Instructor Information

Instructor: See information provided in the syllabus link in the classroom

Email: Please use the internal classroom messaging system.

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Course Description (Catalog)

This course will provide a detailed history of the security management industry. The approach is to provide an overview of the multi-faceted, global and interdisciplinary field of the security industry. The primary security measures and applications will be examined. During the course students will examine the historical, philosophical and legal bases for security services. The security organization, personnel, procedural mandates, professionalism and ethics will also be examined.

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Course Scope

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Topics include managing risks, security of premises, physical security, employee management, legal implication, asset, and employee protection. The course was designed to familiarize students with the security-related terminology and will concentrate on topics such as Privatization of Public Safety, Contract and Proprietary Security, Security Property Assets – Human and Property, Physical Security Measures, Special Event Security, and Access Control.

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Course Objectives

After successfully completing this course, students will be able to:

1. Describe the various security functions associated with security management.
2. Illustrate the role and importance of policy within the security structure.
3. Describe the role of the security manager in relationship to emergency management and continuity of operations.
4. Explain the relationship between risk, threat, vulnerability and impact of loss/consequence.
5. Summarize key information relating to the 4th Amendment and the security workforce.
6. Define a vocabulary/lexicon list of important Security Management terms.
7. List the differences between physical security measures and access control.
8. Explain the need to maintain the safety of people and property.
9. Explain the function of the 3 “Ds” in private security (Deter, Detect & Delay) and link them to a security organization

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Course Delivery Method

This course, delivered via distance learning, will enable faculty students to complete academic work in a flexible manner, completely online. Course materials and access to the online learning management system will be made available to each student. To facilitate class interaction, forum discussion assignments are due by Friday evening of the week as noted. All other course work is due by Sunday evenings of the week as noted and includes forum peer responses, papers, projects, and quizzes/examination submitted for review by the Faculty Member. The assigned faculty member will support the students throughout the eight-week course

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Course Resources

Required Textbook:

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Curtis, G. E. & McBride, R. B. (2011). *Proactive Security Administration* (2nd ed.). Upper Saddle River, NJ: Pearson Publishing.

Required Readings:

See weekly readings listed on the syllabus

Additional Resources:

As noted throughout the course

Websites:

Noted throughout the course

In addition to the required course texts, the following domain websites are useful. Please abide by the university's academic honesty policy when using Internet sources as well. Note website addresses are subject to change.

Site Name	Web Site URL/Address
FEMA Workplace Violence Certification link	http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=is-106.13
Security –Professional Organizations Directory and Links	http://www.security-online.com/info/prolinks.html
International Security Industry Organization	http://www.intsi.org/
ASIS Online	http://www.ASISonline.org
U.S. Intelligence and Security Agencies	http://www.fas.org/irp/official.html
Department of Homeland Security	http://www.dhs.gov

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Evaluation Procedures

How you will be evaluated for each graded activity.

Reading Assignments: students are required to read all assigned text book chapters/pages and documents as noted in the 8 Week Course Outline of this syllabus. This knowledge should be applied in developing answers to the weekly forums assignments, assigned Case Study, mid-term and final examinations, or the student's research paper.

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Forum Assignments: There are eight required Forum discussion questions plus a class introduction during the first week. The introduction Forum is not graded. The forum questions may be located in the Forum section of the classroom. Respond to each question with a minimum of 250 words using what you have learned during the week's reading, your personal experience and opinion as well. Forum questions are due by Thursday 11:59 PM of the week assigned. Each student must also respond to a minimum of two fellow students' discussion postings, consisting of at least 150 words each, by Sunday 11:59 PM of the week the assignment is due. Students must submit their responses in the appropriate forum for the week using the threaded format for all discussion postings. Forum responses shall in APA format and appropriately cited with references.

Your posted responses should refer to course materials and show a clear understanding of the main ideas and concepts. There are no irrelevant comments if the information is on point. Ideas should be clearly and properly organized. Ensure that other learner's ideas, questions and concerns are addressed. You are required to reference the reading or lecture materials when appropriate. Forum discussion postings must be in good taste (remember your Netiquette, see the Policies section below). Constructive criticism and honest assessment of each other's ideas is encouraged. The rubric is posted in the assignment section of the classroom.

Assignment: A case study is due at the end of week 6. You are to research the Internet and write a 3 page research paper on the topic relating to Special Event Security. The assignment must conform to APA 6th ed. Style of writing, cited and appropriately referenced. Please ensure you follow the writing expectations below.

Exams/Quizzes: A midterm and final examination will be available online seven days prior to the due date. Students will be notified via the weekly announcement when the examination is open. Each examination is open book and there will be no time limit. However, normally a three hour effort should be sufficient. The exams are set for one-time entry. Therefore, be prepared when opening the examination (note that clicking on the hyper link for the exam constitutes opening it). It is suggested that students make a copy of the examination and save it into a Word document prior to submission in the event that technical difficulties occur. In the event of such difficulties, contact the instructor via e-mail immediately to arrange for the examination to be reset. The midterm exam will cover the material from the preceding weeks' readings and the final exam is comprehensive.

Final Examination Requirements:

Your final examination will consist of taking a 1 hour interactive FEMA Certification course titled Workplace Violence Awareness Training.

The link to the course is: <http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=is-106.13>

After you complete the course, you will be required to take the 12 question multiple choice examination.

Once you successfully complete the exam, a FEMA certificate will be emailed to you. You are required to save the certificate as a word document and uploaded the document to the assignment section titled Final

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Examination. You may take the exam repeatedly. There are no restrictions on taking the exam and you may take the exam as often as necessary. Thereafter, you will receive full credit for the final examination.

Field Experience Assignments: None.

Grade Instruments	Points %
Forum Discussions and Peer Response Participation	60%
Mid Term Examination	15%
Research Topic Assignment	5%
FEMA Workplace Violence Certification	20%
Total	100%

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<u>Week</u>	<u>Topics</u>	<u>Learning Objectives</u>	<u>Readings</u>	<u>Assignment</u>
1	<p>Development of Security In the United States</p> <p>Legal Implications of the Security Function</p>	<p>LO 1 - Explain the need to maintain the safety of people and property.</p> <p>LO 2 - Summarize key information relating to the 4th Amendment and the security workforce.</p> <p>LO 9 - Define a vocabulary/lexicon list of important Security Management term.</p>	<p>Text Readings: Curtis & McBride, Chapters 1 & 2</p>	<p>Discussion Forum Post #1 respond to two peers</p>
2	<p>Proactive Security Administration and Planning</p> <p>Risk Mitigation Through Security</p> <p>Special Event Security</p>	<p>LO 1 – Explain the need to maintain the safety of people and property.</p> <p>LO 3 - Illustrate the role and importance of policy within the security structure.</p> <p>LO 4 - Explain the relationship between risk, threat, vulnerability and impact of loss/consequence.</p> <p>LO 9 - Define a vocabulary/lexicon list of important Security</p>	<p>Textbook Readings: Curtis & McBride, Chapters 3 & 4</p>	<p>Discussion Forum Post #2 and respond to two peers</p>

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		Management term.		
3	<p>Securing Assets – Human and Property</p> <p>Securing Critical Assets – Information and Intellectual Property</p>	<p>LO 5 - Explain the function of the 3 “Ds” in private security (Deter, Detect & Delay) and link them to a security organization’s operation.</p> <p>LO 9 - Define a vocabulary/lexicon list of important Security Management term.</p>	<p>Textbook Readings: Curtis & McBride, Chapters 5 & 6</p> <p>and</p> <p>Lesson Folder Section 3.5 (3 Basic D’s of Security)</p>	<p>Discussion Forum Post #3 and respond to two peers</p>
4	<p>Security Issues in Specific Areas</p> <p>Investigation of Criminal Security Incidents</p>	<p>LO 1 - Explain the need to maintain the safety of people and property.</p> <p>LO 6 - Describe the various security functions associated with security management.</p> <p>LO 9 - Define a vocabulary/lexicon list of important Security Management term.</p> <p>.</p>	<p>Textbook Readings: Curtis & McBride, Chapters 7 & 8</p>	<p>Discussion Forum Post #4 and respond to two peers</p> <p>Midterm Examination</p>

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5	<p>Emergency Management and Homeland Security</p> <p>Human Resource Management in Security Services</p>	<p>LO 7 - Describe the role of the security manager in relationship to emergency management and continuity of operations.</p> <p>LO 9 - Define a vocabulary/lexicon list of important Security Management term.</p>	<p>Textbook Readings: Curtis & McBride, Chapters 9 & 10</p>	<p>Discussion Forum Post #5 and respond to two peers</p>
6	<p>Security Management Compliance</p> <p>Training</p>	<p>LO 8 - List the differences between physical security measures and access control.</p> <p>LO 9 - Define a vocabulary/lexicon list of important Security Management terms.</p>	<p>Textbook Readings: Curtis & McBride, Chapters 11 & 12</p>	<p>Discussion Forum Post #6 and respond to two peers</p> <p>Special Event Security Research Assignment Due</p>
7	<p>Global Security Issues</p>	<p>LO 1 - Explain the need to maintain the safety of people and property.</p> <p>LO 7 - Describe the role of the security manager in relationship to emergency management and continuity of operations.</p>	<p>Textbook Readings: Curtis & McBride, Chapter 13</p>	<p>Discussion Forum #7 and respond to two peers</p>

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		<p>LO 9 - Define a vocabulary/lexicon list of important Security Management terms.</p>		
8	<p>Future Trends in Security</p> <p>Comprehensive Final Review</p>	<p>LO 1 - Explain the need to maintain the safety of people and property.</p> <p>LO 9 - Define a vocabulary/lexicon list of important Security Management terms.</p> <p>LO 10 – Describe the challenges of terrorism and the impact on the private security industry.</p>	<p>Textbook Readings: Curtis & McBride, Chapter 14</p> <p>Review Textbook</p>	<p>Discussion Forum #8 and respond to two peers</p> <p>Responding to Active Shooters Incidents.</p> <p>FEMA Pamphlet in Resources Section</p>

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8 – Week Course Outline

Please see the [Student Handbook](#) to reference the University’s [grading scale](#).

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Policies

Please see the [Student Handbook](#) to reference all University policies. Quick links to frequently asked question about policies are listed below.

[Drop/Withdrawal Policy](#)

[Plagiarism Policy](#)

[Extension Process and Policy](#)

[Disability Accommodations](#)

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Writing Expectations:

All written submissions should conform to the APA style of writing:

- One inch margins on all four borders
- 0.5 indent (1 tab) at the beginning each paragraph.
- Arial or Times New Roman Style with 11 or 12-point font.
- Double spaced throughout (no excessive spacing between paragraphs).
- Photos, forms, diagrams, etc. should be placed at the end of the document and does not count towards the written component of each assignment.
- Cover page, abstract or reference pages are not considered part of the expected written minimum count.
- The document title should be your last name, followed by the course number followed by a dash and the assignment number. For example, if I was submitting my first assignment for this course, I would save my file under the following name, AguiarSCMT101-1.
- Each page excluding the cover page should be numbered and contain your assignment number in the running header.

Citation and Reference Style:

Attention Please: Students will follow the reference style established by the American Psychological Association (APA), in which case students should follow the guidelines set forth in Publication Manual of the American Psychological Association (6th ed.). (2009). Washington, D.C.: American Psychological Association, as the sole citation and reference style used in written work submitted as part of coursework to the University. Assignments completed in a narrative essay or composition format must follow the citation style cited in the APA Publication Manual 6th ed. (2009).

Late Assignments:

Students are expected to submit classroom assignments by the posted due date and to complete the course according to the published class schedule. As adults, students, and working professionals, I understand you must manage competing demands on your time. Should you need additional time to complete an assignment, please contact me before the due date so we can discuss the situation and determine an acceptable resolution. Routine submission of late assignments is unacceptable and may result in points deducted from your final course grade. It is the class professor who will make the final determination if late work will or will not receive points. Late assignments and late forum posts will be accepted under certain circumstances. Routine submission of late assignments is unacceptable and may result in points deducted from your final course grade. A student request for late submission must be initiated twenty-four (24) hours prior to the assignment deadline. Without prior permission by the instructor, late work will be assessed a five (5) percent penalty per day.

Netiquette:

Online universities promote the advancement of knowledge through positive and constructive debate – both inside and outside the classroom. Forums on the Internet, however, can

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occasionally degenerate into needless insults and “flaming.” Such activity and the loss of good manners are not acceptable in a university setting – basic academic rules of good behavior and proper “Netiquette” must persist. Remember that you are in a place for the rewards and excitement of learning which does not include descent to personal attacks or student attempts to stifle the Forum of others.

Technology Limitations: While you should feel free to explore the full-range of creative composition in your formal papers, keep e-mail layouts simple. The Sakai classroom may not fully support MIME or HTML encoded messages, which means that bold face, italics, underlining, and a variety of color-coding or other visual effects will not translate in your e-mail messages.

Humor Note: Despite the best of intentions, jokes and especially satire can easily get lost or taken seriously. If you feel the need for humor, you may wish to add “emoticons” to help alert your readers: ;-), :),

Disclaimer Statement:

Course content may vary from the outline to meet the needs of this particular course group.

Turnitin.com

Turnitin.com is a web-based [plagiarism](#) prevention application licensed, for campus use, through the APUS Online Library. Your assignments will be automatically submitted for review and requires no action on your part.

Turnitin.com analyzes electronic submissions of student writing, compares them to the contents of a huge online database, and generates a customized Originality Report. The database used to produce this analysis contains a massive collection of documents available on the Internet from both free and commercial sources, as well as the full texts of all other papers that have been previously submitted to Turnitin.com.

Similarity index is based on the amount of matching text to a submitted paper:

- Blue = no matching text
- Green = one word to 24% matching
- Yellow = 25 -49% matching text
- Orange = 50-74% matching text
- Red = 75-100% matching text

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Online Library

The Online Library is available to enrolled students and faculty from inside the electronic campus. This is the starting point for access to online books, subscription periodicals, and Web resources

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that are designed to support academic classes and generally not available through search engines on the open Web. In addition, the Online Library provides access to special outside learning resources to aid in the teaching/learning process. Questions can be directed to librarian@apus.edu.

- **Charles Town Library and Inter Library Loan:** The University maintains a special library with a limited number of supporting volumes, collection of APUS professors' publication, and services to search and to borrow research books and articles from other libraries.
- **Electronic Books:** The online library can be used to uncover and download over 50,000 titles, which have been scanned and made available in electronic format.
- **Electronic Journals:** The University provides access to over 12,000 journals, which are available in electronic form and only through limited subscription services.
- **Tutor.com:** AMU and APU Civilian & Coast Guard students are eligible for 10 free hours of tutoring provided by APUS. [Tutor.com](http://tutor.com) connects them with a professional tutor online 24/7 to provide help with assignments, studying, test prep, resume writing, and more. Tutor.com is tutoring the way it was meant to be. Students get expert tutoring whenever they need help, and students work one-to-one with a tutor in their online classroom on a specific problem until it is done.

Request a Library Guide for a course (<http://apus.libguides.com/index.php>)

The AMU/APU Library Guides provide access to collections of trusted sites on the Open Web and licensed resources on the Deep Web. The following are specially tailored for academic research at APUS:

- Program Portals contain topical and methodological resources to help launch general research in the degree program. To locate, search by department name or navigate by school.
- Course Lib-Guides narrow the focus to relevant resources for the corresponding course. To locate, search by class code (e.g., SOCI111) or class name.

If a guide Lib-Guide is not available yet, please email the APUS Library: librarian@apus.edu.

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References

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