American Public University System

The Ultimate Advantage is an Educated Mind

**School of Security and Global Studies
Security Management Program**

**SCMT370
Principles and Theory of Security Issues**

**3 Credit Hours
8 Weeks**

Prerequisite(s): All lower level general education and career planning coursework necessary to develop research, writing, and critical thinking skills.

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Instructor Information

Instructor:

Bio:

Email: Please use the internal classroom messaging system (Messages). Click on my name (**"not"** Instructor Role). Use your mycampus email (or "Instructor Role" in Messages) for **"post" class communication only**. Do **"not"** choose the "instructor role" in Messages – choose my name "only").

Course Description (Catalog)

This course is an overview of the principles and issues in business and organizational security management. It reviews the classical management functions including the role of the Chief Security Officer and the principles of organizing the security function. It assesses the traditional management theories and concepts of planning, staffing, span of control as they are applied to the organization. Students examine the challenges embodied in various aspects of physical, personnel, and information security. Principles of loss prevention and the protection of assets are also considered. The history, legal foundations, functions, operations, processes, and tools of security management are explored to ensure the student has a broad understanding of security management and its current role in government and business operations.

Course Scope

This course will explore the field of security management including legal aspects, risk assessments, planning and program administration. The student should also gain an insight into the terms that apply to various aspects of security, including physical security, personnel security, and information security. Special attention is given to risk analysis methodologies and applications to facilitate student understanding on how to evaluate and respond to certain threats. Instruction is primarily text book driven with assignments, discussions, and examinations.

Course Objectives

After completing this course, you will be able to:

- Examine the origins, development, and role of security as well as career opportunities in loss prevention.

- Appraise security education, training, certification, and regulation and relate how homeland security has changed the emphasis on security in the United States.

- Illustrate security and the law; and examine risk analysis, security surveys, and insurance.

- Evaluate interior and exterior security concerns, demonstrate outer defenses: building and perimeter protection, and appraise inner defenses: intrusion and access control.

- Differentiate between contingency planning, fire protection, emergency response, and safety; and illustrate examples of internal theft controls and personnel issues.

- Identify and analyze transportation security issues and regulations; relate and evaluate violence and drug use in the workplace; and examine the fundamentals of retail security.

- Relate a global terrorism perspective and describe computer technology and information security issues.

- Predict 21st security threats and the future of security.

Course Delivery Method

This B.A. in Security Management course delivered via distance learning will enable students to complete academic work in a flexible manner, completely online. Course materials and access to an online learning management system will be made available to each student. **Responses to Discussion prompts** (submitted for review by the Faculty Member) are posted in Forums and are due every Friday of discussion weeks (weeks 1 – 3 and 5 – 7). **Classmate** (or instructor, if a follow-up question is asked) **Discussion "Responses"** (2) are due the last day (Sunday) of each discussion week (weeks 1 – 3 and 5 – 7). **Midterm and final examinations**, respectively, are due by the last day (Sunday) of week four and eight and available in these weeks under "Tests & Quizzes. A **threats and countermeasures project** is posted under Assignments and due on Sunday of week seven. Assigned faculty will support the students throughout this eight-week course.

Course Resources

Required Course Textbooks

Fischer, R., Halibozek, E., & Walters, D. (2013). *Introduction to security* (9th ed.). Waltham, MA:

Elsevier Butterworth-Heinemann.

If you encounter difficulties locating, accessing or viewing the e-book for this course, please contact ecm@apus.edu or 877-755-2787 x3800.

Optional Text:

Publication manual of the American Psychological Association (6th ed.). (2009). Washington,

D.C.: American Psychological Association.

Web Sites

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

Site Name	Website URL/Address
ASIS International	www.asisonline.org
APA Style Guide	http://owl.english.purdue.edu/owl/resource/560/01/
APA Video	http://youtube.googleapis.com/v/9pbUoNa5tyY&hl=en_US&fs=1&
ASIS International	www.asisonline.org
Citation Builder	http://citationmachine.net/index2.php
Continuity Central	http://www.continuitycentral.com/
Grammar Aid	http://www.uottawa.ca/academic/arts/writcent/hypergrammar/grammar.html
Department of Homeland Security	http://www.dhs.gov/
International Organization of Standards	http://www.iso.org
Mentoring and Job Search Websites	http://intelligencecareers.com/blogs/ http://www.fedworld.gov/ http://www.csoonline.com/ http://www.clearancejobs.com/ http://usadefenseindustryjobs.com/ http://www.privatemilitary.org/
National Association of Security Companies	http://www.nasco.org
National Institute of Standards and Technology	http://www.nist.gov/

Evaluation Procedures

Grading is based on six responses to forum prompt responses; 12 classmate (or instructor, if a follow-up question is asked) forum responses; untimed and open book midterm and final examinations; and a threats and countermeasures project.

FORUM DISCUSSIONS:

There will be six graded forum discussions during the course. Each forum will be valued 10.42% of your course grade (62.5% of your course grade for all six forums). However, the first **required** forum is an introduction posting due by Sunday of week 1. It requires you to introduce yourself to classmates, outlining your background and class expectations in *250* words. **Recall the university policy of posting *250* words by Sunday of week one. Failure to do so will result in automatically being withdrawn from the course.**

You will post one response to the forum discussion prompt and a "minimum of two responses (more "substantive" responses for a "superior" score) to your classmates (or instructor, if a follow-up question is asked) each discussion week (weeks 1 – 3 and 5 – 7). "Single space only" in forums. Importantly, to keep everyone on the same sheet of music, "post only during the current course week" (do "not" post in advance).

The response to each forum prompt must be a minimum of "500 words" in length ("excluding" the directions, questions, quotations, notes, or references). Each of the required two responses to your classmates (or instructor) must be a minimum of "200 words" in length. Each forum discussion prompt response will be valued at "70%" your forum score and each "classmate/instructor response" will count as "15%" of your forum score (30% in total).

Forum Prompt Response/Classmate (instructor) Response General Information and Scoring Details: Essentially, the excellence of your effort is considered when grading your forum prompt responses and forum responses to classmates/instructor. It is critical that you ensure your forum prompt and forum responses to classmates/instructor are on time and meet the minimum lengths to avoid a loss of points. Although there are length minimums, your score is predicated on the quality of your thinking and writing - "not" the length of your writing. *Excess verbiage is usually a sign of poor editing and too few words are a sign of poor analysis.* Forum prompt responses must reflect some new or original information – do not just reiterate content or opinion posted by classmates. Lastly, write in "three to seven" sentence paragraphs and avoid writing in outline form unless absolutely necessary (write in essay/narrative form).

Your forum prompt response must reflect *college-level comprehension, analysis, discussion, application (where appropriate), and learning*. To demonstrate college writing, thoroughly discuss and relate your answers/responses in both source and anecdotal language. Paraphrase, quote "only" when absolutely necessary, and provide examples, differences/similarities, analogies, etc. Forum prompt responses and responses to your classmates/instructor must reflect "*critical thinking*" skills (critical, analytical, evaluative, etc.) – *not* your ability to simply transfer verbatim text content to the forum platform. You must strive to *apply, demonstrate, illustrate, relate, analyze, appraise, compare/contrast, criticize, deduce, debate, determine, differentiate, distinguish, estimate, evaluate, examine, and/or predict* in your forum responses. Show you are able to synthesize and evaluate knowledge in a "cogent manner." This includes thoroughly explaining your positions/answers.

<mark>**Properly formatted (per the APA) sources** (via proper in-text citations and references) are required for quality, learning, and "scoring" purposes.</mark> Specifically, supplement/enhance your forum prompt response content (which is generally drawn from the course textbook or directed sources), but outside sources (peer-reviewed journals, trade publications, government reports, legitimate/credible websites, etc.) to enhance your knowledge base are strongly encouraged. **Use of the AMU Online Library and Security Management/Course Library portal is highly encouraged.**

Citation and Reference Style: This course requires students to use the citation and reference style established in the Publication Manual of the American Psychological Association (sixth edition). Washington, D.C.: American Psychological Association. A very good APA source is the The Owl at Purdue University: https://owl.english.purdue.edu/owl/ There is also a comprehensive Web video on APA sixth edition in general and how to format a formal research paper in APA sixth edition in particular located at: http://www.youtube.com/watch?v=9pbUoNa5tyY

Sources from Wikipedia are "not" to be used, as they are academically unreliable.

Penalties: Unless "preapproved - in advance of the due date," "each" late forum prompt response and classmate response will be penalized 10 points "**per day**" late. Also, students who fail to respond to instructor or classmate questions are also subject to 10 point scoring penalties. Lastly, those who do not include their reading and/or outside sources within their primary forum posting are subject to 15 point penalties.

EXAMINATIONS:

The midterm (week four) **and final** (week eight) **examinations** are untimed open book assessments. Each is valued at 12.5% of your final grade. The examinations will be comprised of objective (multiple choice and true/false) and comprehensive essay questions that cover selected sections of the textbook and additional assigned readings.

Penalties: Late examinations will be penalized 10 points "**per day**."

RESEARCH PROJECT:

A **threats and countermeasures project** is due in week seven and is valued at 12.5% of your final grade. Project details can be found under "Assignments."

Penalties: Late projects will be penalized 10 points "**per day**."

Grading Scale

The points earned on discussions, classmate/instructor responses, assessments, and the field project will determine your final course grade on will be based on the following grading table:

Grade Instruments	Points Possible	Course Weight
Forum Discussion Prompt Responses (6) & Responses (2 per discussion week – 12 in total)	100/600	62.5%
Midterm Examination	100	12.5%
Threats & Countermeasures Project	100	12.5%
Final Examination	100	12.5%
TOTAL	100	100%

When I Grade/Comment Note: It is university policy to grade all student work no later than five days after the week's closing date. Since all coursework is due on Sundays (with the Friday night exception of Forum prompt responses), this means you will have your weekly grades and comments posted by Friday of the "following" week your work was due. For example, your week one scores and comments will be posted no later than Friday of week two; week two posted by Friday of week three; and so on. Final grades will be posted no later than seven days after the course closes (Sunday – seven days after the final Sunday of the course).

Please see the Student Handbook to reference the University's grading scale.

8 – Week Course Outline

Week	Topic(s)	Key Learning Objective(s)	Reading	Assignments
1	Introduction to Security	**LO-1** Examine the origins, development, and role of security. Analyze career opportunities in loss prevention.	Chapters 1 - 3	**Introduction:** Post to Introduction - Week 1 Forum **Forum Prompt & Responses (2):** Post to Week 1 Forum
2	Introduction to Security - continued	**LO-2** Appraise security education, training, certification, and regulation Relate how homeland security has changed the emphasis on security in the United States.	Chapters 4 & 5	**Forum Prompt & Responses (2):** Post to Week 2 Forum

3	Basics of Defense	**LO-3** Illustrate security and the law; and examine risk analysis, security surveys, and insurance.	Chapters 6 & 7	**Forum Prompt & Responses (2)**: Post to Week 3 Forum
4	Basics of Defense – continued	**LO-4** Evaluate interior and exterior security concerns, demonstrate outer defenses: building and perimeter protection, and appraise inner defenses: intrusion and access control.	Chapters 8 -10	**Midterm Examination – Due Sunday**
5	Basics of Defense – continued	**LO-5** Differentiate between contingency planning, fire protection, emergency response, and safety; and illustrate examples of internal theft controls and personnel issues.	Chapters 11 & 12	**Forum Prompt & Responses (2)**: Post to Week 5 Forum
6	Specific Threats & Solutions	**LO-6** Identify and analyze transportation security issues and regulations; relate and evaluate violence and drug use in the workplace; and examine the fundamentals of retail security.	Chapters 13 - 15	**Forum Prompt & Responses (2)**: Post to Week 6 Forum
7	Specific Threat & Solutions - continued	**LO-7** Relate a global terrorism perspective and describe computer technology and information security issues.	Chapters 16 & 17	**Forum Prompt & Responses (2)**: Post to Week 7 Forum **Threats & Countermeasures Project**: Submit via Assignments – **Due Sunday**
8	Specific Threat & Solutions- continued	**LO-8** Predict 21st security threats and the future of security.	Chapters 18 & 19	**Final Examination – Due Sunday**

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

Writing Expectations

All written submissions should be submitted in a font and page set-up that is readable and neat. It is recommended that students try to adhere to a consistent format, which is described below.

- Typewritten in double-spaced format with a readable style and font and submitted inside the electronic classroom (unless classroom access is not possible and other arrangements have been approved by the professor).
- Arial 11 or 12-point font or Times New Roman styles.
- Page margins Top, Bottom, Left Side and Right Side = 1 inch, with reasonable accommodation being made for special situations and online submission variances.

Citation and Reference Style

Students will follow the APA Style 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 Style.

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 <u>before</u> the due date so we can discuss the situation and determine an acceptable resolution.

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 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 <u>especially</u> 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: ;-), :), ☺

<u>Disclaimer Statement</u>
Course content may vary from the outline to meet the needs of this particular group.

Online Library

The Online Library is available to enrolled students and faculty from inside the electronic campus. This is your starting point for access to online books, subscription periodicals, and Web resources that are designed to support your classes and generally not available through search engines on the open Web. In addition, the Online Library provides access to special learning resources, which the University has contracted to assist with your studies. 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 our professors' publication, and services to search and borrow research books and articles from other libraries.
- *Electronic Books:* You can use the online library 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 connects you 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. You get expert tutoring whenever you need help, and you work one-to-one with your tutor in your online classroom on your specific problem until it is done.

Request a Library Guide for your 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 you need is not available yet, please email the APUS Library: librarian@apus.edu.

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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

Selected Bibliography

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