



North Central State College

MASTER SYLLABUS

2025-2026

- A. Academic Division: Engineering Technology, Business & Criminal Justice Division
- B. Discipline: Information Technology – Cyber Security
- C. Course Number and Title: ITEC2500 - Capstone for Cyber Security Professionals
- D. Assistant Dean: Brooke Miller, M.B.A.
- E. Credit Hours: 3
Lecture: 2 hours
Laboratory: 2 hours
- F. Prerequisites: ITEC2410 (minimum grade C-), ITEC2430 (minimum grade C-), COMM1010, ENGL1030,
- G. Last Course/Curriculum Revision Date: Fall 2025 Origin date: 02/02/2016
- H. Textbook(s) Title: Please note: *All textbooks are optional*

Illustrated Course Guides: Professionalism

- Author: Jeff Butterfield
- Copyright Year: 2017
- Edition: 2nd Edition
- ISBN: 9781337509121 (digital) or 9781337119269 (print copy)

Illustrated Course Guides: Verbal Communication

- Author: Jeff Butterfield
- Copyright Year: 2017
- Edition: 3rd Edition
- ISBN: 9781337511582 (digital copy), 9781337119283 (print copy)

Illustrated Course Guides: Written Communication

- Author: Jeff Butterfield
- Copyright Year: 2017
- Edition: 3rd Edition
- ISBN: 9781337509268 (digital copy), 9781337119290 (print copy)

Ethics in Information Technology

- Author: Rynolds
- Copyright Year: 2019
- Edition: 6th
- ISBN: 9781337405874

- I. Workbook(s) and/or Lab Manual: None

J. Course Description: This course requires students to work in teams to analyze, design, implement, and manage solutions for a comprehensive project. Teams document and present their work in formal settings throughout the course. Final presentations are reviewed by one or more information technology professionals.

K. College-Wide Learning Outcomes:

College-Wide Learning Outcome	Assessments - - How it is met & When it is met
Communication – Written	Project reports – Written Communication VALUE rubric - weeks 4, 8, 12, and 16
Communication – Speech	Project presentations - Oral Communication VALUE rubric - weeks 4, 8, 12, and 16
Intercultural Knowledge and Competence	Interviews with IT professionals, subject matter experts, and project stakeholders – Intercultural Knowledge and Competence VALUE rubric - weeks 1-7
Critical Thinking	Project needs assessments, constraints, timelines, and resource requirements – Critical Thinking VALUE rubric - weeks 1-16
Information Literacy	Correct interpretation and implementation of network documents, policies, and procedures – Information Literacy VALUE rubric - weeks 1-16
Quantitative Literacy	Project worksheets at end of course: Network metrics, baselines, and performance calculations - Quantitative Literacy VALUE Rubric - weeks 1-16

L. Course Outcomes and Assessment Methods:

Upon successful completion of this course, the student shall:

Outcomes	Assessments – How it is met & When it is met
1. Demonstrate effective professional behavior and communications in simulated business settings.	Oral and written presentations weeks 4, 8, 12, 16
2. Demonstrate cooperation and effectiveness in project team environments.	Written peer evaluation forms weeks 4, 8, 12, 16
3. Develop detailed written assessments of the project’s requirements, constraints, and scope and a general approach to project fulfillment.	Written report assessed by a writing rubric weeks 4, 8, 12, 16
4. Develop detailed written solutions to meet the project requirements.	Written report assessed by a writing rubric weeks 4, 8, 12, 16
5. Prepare and present the solution or solutions to be developed as prototypes, models, simulations, or demonstrations in oral and/or written form.	Oral and written presentation materials, prepared by team and individual students, assessed by writing and speech rubrics weeks 4, 8, 12, 16
6. Develop formal project plan documents including timelines, milestones, and resource requirements using project management software.	Written report assessed by a writing rubric weeks 4, 8, 12, 16
7. Prepare a final presentation demonstrating the prototypes, models, simulations, policies, or products, etc., developed with respect to the project’s requirements.	Oral and written presentation materials, prepared by team and individual students, assessed by writing and speech rubrics weeks 4, 8, 12, 16

Outcomes	Assessments – How it is met & When it is met
8. Relate “lessons learned” with respect to the project’s goals and objectives, challenges and rewards, including suggestions for improving the course.	Oral and written presentation materials, prepared by team and individual students, assessed by writing and speech rubrics weeks 4, 8, 12, 16

M. Recommended Grading Scale:

NUMERIC	GRADE	POINTS	DEFINITION
93–100	A	4.00	Superior
90–92	A-	3.67	Superior
87–89	B+	3.33	Above Average
83–86	B	3.00	Above Average
80–82	B-	2.67	Above Average
77–79	C+	2.33	Average
73–76	C	2.00	Average
70–72	C-	1.67	Below Average
67–69	D+	1.33	Below Average
63–66	D	1.00	Below Average
60–62	D-	0.67	Poor
00–59	F	0.00	Failure

N. College Procedures/Policies:

North Central State College believes that every student is a valued and equal member of the community.* Every student brings different experiences to the College, and all are important in enriching academic life and developing greater understanding and appreciation of one another. Therefore, NC State College creates an inclusive culture in which students feel comfortable sharing their experiences. Discrimination and prejudice have no place on the campus, and the College takes any complaint in this regard seriously. Students encountering aspects of the instruction that result in barriers to their sense of being included and respected should contact the instructor, assistant dean, or dean without fear of reprisal.

* *Inclusive of race, color, religion, gender, gender identity or expression, national origin (ancestry), military status (past, present or future), disability, age (40 years or older), status as a parent during pregnancy and immediately after the birth of a child, status as a parent of a young child, status as a foster parent, genetic information, or sexual orientation*

Important information regarding College Procedures and Policies can be found on the syllabus supplement located at <https://ncstatecollege.edu/documents/President/PoliciesProcedures/PolicyManual/Final%20PDFs/14-081b.pdf>



North Central State College
SYLLABUS ADDENDUM

Academic Division: Engineering Technology, Business & Criminal Justice Division **Discipline:** Information Technology - Cybersecurity
Course Coordinator: Dr. Mohamed Ghonimy
Course Number: ITEC-2500-920 **Course Title:** Capstone for Cyber Security Professionals
Semester / Session: Fall 2026 / Session B **Start / End Date:** 3/16/2026 thru 5/8/2026

Instructor Information

Name: Dr. Mohamed Ghonimy **Credentials:** Ph.D
Phone Number: 419-755-4528 **E-Mail Address:** mghonimy@ncstatecollege.edu
Office Location: Kehoe 136 **Office Hours:** M, W 2- 5

I. Topical Timeline / Course Calendar (Subject to Change):

Weeks	Topics	Assignment	Due Date
1	Professionalism- Part 1	LabSim CH-1 LabSim CH-2	3/22/2026
2	Professionalism- Part 2	LabSim CH-3 LabSim CH-4	3/29/2026
3	Verbal Communication – Part 1	LabSim CH-5 LabSim CH-6	4/5/2026
4	Verbal Communication – Part 2	LabSim CH-7 LabSim CH-8	4/12/2026
5	Writing a resume and creating LinkedIn profile.	LabSim CH-9 LabSim CH-10	4/19/2026
6	Job shadowing- Part 1	LabSim CH-11 LabSim CH-12	4/26/2026
7	Job shadowing- Part 2	Final Project	5/3/2026
8	Final report		5/6/2026

II. Grading and Testing Guidelines:

Final Grade Calculation

Activity	Qty	Points	Percentage
Quizzes	4	100	30
Assignments	10	100	30
Final report	1	100	20

III. Examination Policy:

1. The reasons for which a student will be excused from taking an examination
 - a. Hospitalization (with documented verification)
 - b. Death in the immediate family (with documented verification)
 - c. Personal illness or illness in immediate family - (doctor's excuse required).
2. A student who misses an examination for any reason is responsible for
 - a. Studying all covered materials for the week

- b. Doing homework
- 3. No makeup opportunity will be given for absences of unscheduled quizzes.

IV. Class Attendance and Homework Make-Up Policy:

- 1. Class attendance is necessary to acquire the knowledge required to succeed in this course. All students are required to attend all scheduled classes and examinations. Each faculty member has the right to establish regulations regarding attendance that he/she considers necessary for successful study.

Students who do not attend classes may be administratively withdrawn from those classes. However, failure to attend classes does not constitute withdrawal, and students are expected to process a formal withdrawal through the Student Records Office

- 2. Students are responsible for
 - a. Studying the covered material for the week
 - b. Do the homework

V. Classroom Expectations:

As a future professional in your field, you will be expected to conduct yourself as a professional in this course in ALL work and communications - be it assignments, discussion forums, Canvas Inbox, emails etc.

This includes but is not limited to:

Being respectful of classmates' opinions, work and comments

Good test = Is this something I would/should say to a co-worker in person?

Being respectful in communications with the instructor

Good test = Is this something I would/should say to my boss in the workplace?

Being respectful of diversity

Good test = Is this a comment/joke that is at some other groups, ethnicity, political etc. expense?

Note: Offensive "jokes", slurs or hate speech (Links to an external site.) will NOT be tolerated

Using Non-Profane, Appropriate Language

Good test = Is this language you would use in the workplace or in front of your grandmother?

Using proper. NON-"Text speak" Language to make Yourself Easily Understood

Good test = Could my older boss understand what I have written?

Failure to conduct yourself as a professional and meet standards above in this course will result in the following consequences in this course:

1st Instance = Written warning from the instructor documenting issue

(No points deductions)

Course Number: ITEC-2500-920
Semester / Session: Spring

Course Title: Capstone for Cyber Security Professionals
Start / End Date: 5/16/2026 – 5/8/2026

2nd offense = Mandatory meeting with the instructor and or Assistant Dean or Division Dean

(Related assignment/Participation subject to Point Deductions)

3rd offense: College Disciplinary procedures filed with the NC State Judicial Committee as a violation of the Student Code of Conduct.

(Course Grade subject to F)

Extreme or repeated unprofessional behavior will result in initiating college disciplinary procedures as outlined in the NC State Student Code of Conduct. (Links to an external site.) NCSC Disciplinary hearings can result in a variety of consequences, including and up to suspension or being expelled from the college.

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Please make sure you watch “Surviving active shooter” video and discuss with your instructor any concerns you have including classroom and building exits.

<https://www.youtube.com/watch?v=9Z9zkU--FLQ>.