Southern New Hampshire University

IT 505 Milestone Three Guidelines and Rubric

Prompt
You are a new employee at an IT help desk. The organization that you work for has computers that are due for an operating system (OS) upgrade. Your supervisor has provided you with components of the implementation plan to carry out in order to facilitate a smooth upgrade process in each department.

For Milestone Three, you will prepare and submit a three-slide presentation explaining information assurance needs including risks associated with non-adherence to information assurance processes, and countermeasures to mitigate risks. You will also prepare two one-page tutorials. The first tutorial is for setting the company website as the homepage and the second for enabling and disabling cookies.

Guidelines for Submission: The slide presentation should consist of three slides using Microsoft PowerPoint. Written components of project must follow these formatting guidelines when applicable: double spacing, 12-point Times New Roman font, and one-inch margins. The tutorials should be one page in length.

Critical Elements	Exemplary (100%)	Proficient (90%)	Needs Improvement (70%)	Not Evident (0%)	Value
Information Assurance – Access	Meets "Proficient" criteria and provides specific examples to substantiate description	Provides a slide with a description of information assurance	Provides a slide describing information assurance; however, it is not accurate or lacks important detail	Does not provide a slide describing information assurance	20
Information Assurance – Risks	Meets "Proficient" criteria and provides specific examples to illustrate risks	Provides a slide explaining the risks associated with non-adherence to information security processes	Provides a slide explaining the risks associated with non-adherence to information security processes; however, description lacks clarity or is not accurate	Does not provide a slide describing the risks associated with non-adherence to information security processes	20
Information Assurance – Countermeasures	Meets "Proficient" criteria and uses specific examples to support countermeasure use	Provides a slide describing countermeasures to mitigate information security risks	Provides a slide describing countermeasures to mitigate information security risks; however, description is limited or is not accurate	Does not provide a slide describing the risks associated with non-adherence to information security processes	20
Instructions: Set Homepage	Meets "Proficient" criteria, and the tutorial indicates the optimal settings for use and function	Provides a tutorial for setting the company website as the homepage for newly updated computers	Provides a tutorial, but it is missing significant information	Does not provide a tutorial for setting company website as the homepage for newly updated computers	20
Instructions: Cookies	Meets "Proficient" criteria, and the tutorial indicates key considerations for enabling and disabling cookies	Provides a tutorial for enabling and disabling cookies	Provides a tutorial for enabling and disabling cookies, but instructions lack detail or are inaccurate	Does not provide a tutorial for enabling and disabling cookies	20
				Total	**100%**