Credit Hours: 3

Contact Hours: This is a 3-credit course, offered in accelerated format. This means that 16 weeks of material is covered in 8 weeks. The exact number of hours per week that you can expect to spend on each course will vary based upon the weekly coursework, as well as your study style and preferences. You should plan to spend 14-20 hours per week in each course reading material, interacting on the discussion boards, writing papers, completing projects, and doing research.

Faculty Information: Faculty contact information and office hours can be found on the faculty profile page.

COURSE DESCRIPTION AND OUTCOMES

Course Description:

This course prepares students to manage and develop technology solutions utilizing both virtualized and cloud-based systems. Students gain an understanding of various virtualization technologies and how they should be implemented. Additionally students evaluate a variety of cloud-based solutions and providers to increase organizational efficiency, redundancy and business continuity. Topics include: comparison of cloud-providers and technologies, the implementation and maintenance of virtualized infrastructure and servers and how to design fault-tolerant systems with virtualization technology.

Course Overview:

This course prepares students for the ability to create, manage, and develop solutions in virtual and cloud environment systems The course focuses on how to utilize virtualization and cloud computing in a business or enterprise environment. Here students will examine both the technical and business perspectives regarding the benefits of public, private, and combined technologies. In addition to reviewing several cloud based solutions, students will choose between two **e**nterprise-level cloud solutions and begin testing and implementing cloud processes and infrastructure. Topics will include: comparison of cloud-providers and technologies, the implementation and maintenance of virtualized infrastructure and servers, and how to design fault-tolerant systems with virtualization technology.

Course Learning Outcomes:

1. Evaluate common cloud service providers.
2. Develop a virtualized server environment with redundancy and fault-tolerance.
3. Identify opportunities to utilize virtual or cloud solutions.
4. Describe common risks associated with virtual and cloud systems.
5. Design a cloud-based solution for backup or file storage.

PARTICIPATION & ATTENDANCE

Prompt and consistent attendance in your online courses is essential for your success at CSU-Global Campus. Failure to verify your attendance within the first 7 days of this course may result in your withdrawal. If for some reason you would like to drop a course, please contact your advisor.

Online classes have deadlines, assignments, and participation requirements just like on-campus classes. Budget your time carefully and keep an open line of communication with your instructor. If you are having technical problems, problems with your assignments, or other problems that are impeding your progress, let your instructor know as soon as possible.

COURSE MATERIALS

Required:

Rafaels, R. J. (2015). *Cloud computing: From beginning to end.* CreateSpace Independent Publishing Platform (Author). ISBN: 978-1511404587

Linux Academy – Two-month subscription (https://linuxacademy.com/)

NOTE: Follow the instructions provided in the Linux Academy Quick Guide (see the Course Information folder in the course) and sign up for a monthly subscription to Linux Academy. Access to Linux Academy is required for successful completion of the course; you will need a subscription for two months to complete all of the course assignments. Ensure that you have access by Module 2 and that your subscription lasts through Module 8. CSU-Global does not provide additional support for Linux Academy as it is an individual subscription.

All additional non-textbook required readings and materials necessary to complete assignments, discussions, and/or supplemental or required exercises are provided within the course itself. Please read through each course module carefully.

COURSE SCHEDULE

Due Dates

The Academic Week at CSU-Global begins on Monday and ends the following Sunday.

- **Discussion Boards:** The original post must be completed by Thursday at 11:59 p.m. MT and peer responses posted by Sunday at 11:59 p.m. MT. Late posts may not be awarded points.
- **Critical Thinking:** Assignments are due Sunday at 11:59 p.m. MT.

WEEKLY READING AND ASSIGNMENT DETAILS

Module 1

Readings

· Chapter 1 in *Cloud Computing: From Beginning to End*

Discussion (25 points)

Critical Thinking (70 points)

Choose one of the following two assignments to complete this week. Do not do both assignments. Identify your assignment choice in the title of your submission.

Option #1: SaaS and PaaS

Research SaaS and PaaS, and then answer the following questions in essay format:

1. What is the difference between SaaS and PaaS in terms of SDLC (software development lifecycle) processes?
2. What recruitment tools can companies use to attract, hire, and integrate talented individuals into the company culture as it relates to cloud processes in the SDLC?
3. What performance-management tools can companies use to evaluate public and private PaaS or SaaS models? Remember to outline the necessity for planning the SDLC growth and eventual replacement of the system deployed.

Your essay should be 2-3 pages in length (not including cover and reference pages) and should incorporate support from at least two academic sources from the CSU-Global Library in addition to the course readings. The essay, citations, and references must conform to the requirements explained in the CSU-Global Guide to Writing & APA. Review the rubric in the Module 1 Materials folder for specific grading criteria.

You are strongly encouraged to submit all assignments to TurnItIn to check the originality of your assignments prior to submitting them to your instructor for grading. If you are unsure how to use TurnItIn, review the How to Use the TurnItIn Originality Checker tutorial for step-by-step instructions.

Option #2: Iaas and IDaaS

Research IaaS and IDaaS, and then answer the following questions in essay format:

1. What is the difference between IaaS and IDaaS in terms of network and usage within an environment? Does the size of a company make a difference in offerings?
2. What recruitment tools can companies outside of the United States use to attract, hire, and integrate talented individuals into the company culture when using a private or public IaaS? Would the use of such property hinder hiring processes?
3. What performance-management tools can companies use to evaluate public and private IaaS or IDaaS models for integration into their Enterprise environment? Remember to outline the necessity for planning for company and infrastructure growth as well as security concerns and eventual replacement of the system deployed.

Your essay should be 2-3 pages in length (not including cover and reference pages) and should incorporate support from at least two academic sources from the CSU-Global Library in addition to the course readings. The essay, citations, and references must conform to the requirements explained in the CSU-Global Guide to Writing & APA. Review the rubric in the Module 1 Materials folder for specific grading criteria.

You are strongly encouraged to submit all assignments to TurnItIn to check the originality of your assignments prior to submitting them to your instructor for grading. If you are unsure how to use TurnItIn, review the How to Use the TurnItIn Originality Checker tutorial for step-by-step instructions.

Module 2

Readings
· Chapter 2 in *Cloud Computing: From Beginning to End*
· Linux Academy – Dev Ops Essentials
  o Introduction

- o Culture & Concepts
- o Practices

Discussion (25 points)

Critical Thinking (70 points)

Choose one of the following two assignments to complete this week. Do not do both assignments. Identify your assignment choice in the title of your submission.

Option #1: Selecting a Cloud-Based Vendor Within the United States

For this assignment, create a 2- to 3-page summary that addresses the following scenarios based on your readings this week:

1. Many users do not yet feel comfortable storing data within the cloud. Discuss some steps you can take to reduce their concerns.
2. Assume that you must select a cloud-based data storage solution for your company. List the factors you would consider when selecting a U.S.-based vendor.
3. Complete the DevOp quizzes for Introduction, Culture & Concepts, and Practices. Take screenshots to verify completion and to report quiz scores. Include these screenshots at the end of your summary.

Your essay should be 2-3 pages in length (not including cover and reference pages) and should incorporate support from at least two academic sources from the CSU-Global Library in addition to the course readings. The essay, citations, and references must conform to the requirements explained in the CSU-Global Guide to Writing & APA. Review the rubric in the Module 2 Materials folder for specific grading criteria.

You are strongly encouraged to submit all assignments to TurnItIn to check the originality of your assignments prior to submitting them to your instructor for grading. If you are unsure how to use TurnItIn, review the How to Use the TurnItIn Originality Checker tutorial for step-by-step instructions.

Option #2: Selecting a Cloud-Based Vendor Located Outside the U.S.

For this assignment, complete a 2- to 3-page summary that addresses the following scenarios based on your readings this week:

1. Many users do not yet feel comfortable storing data within the cloud. Discuss some steps you can take to reduce their concerns.
2. Assume that you must select a cloud-based data storage solution for your company. List the factors you would consider when selecting a non-U.S. vendor.
3. Complete the DevOp quizzes for Introduction, Culture & Concepts, and Practices. Take screenshots to verify completion and to report quiz scores. Include these screenshots at the end of your summary.

Your essay should be 2-3 pages in length (not including cover and reference pages) and should incorporate support from at least two academic sources from the CSU-Global Library in addition to the course readings. The essay, citations, and references must conform to the requirements explained in the CSU-Global Guide to Writing & APA. Review the rubric in the Module 2 Materials folder for specific grading criteria.

You are strongly encouraged to submit all assignments to TurnItIn to check the originality of your assignments prior to submitting them to your instructor for grading. If you are unsure how to use TurnItIn, review the How to Use the TurnItIn Originality Checker tutorial for step-by-step instructions.

Module 3

Readings

- Linux Academy – Dev Ops Essentials
  - DevOps Tools
  - DevOps in the Cloud Reading one
- Select one of the following options to complete in Linux Academy:
  - Option #1 – Introducing Google Cloud Platform, Getting Started with Google Cloud Platform, Google Compute Options
  - Option #2 - AWS Certified Cloud Practitioner – Course Introduction, Let's Build a Foundation, Accessing the AWS Console

Note: The platform you select will direct the Critical Thinking Assignment and Portfolio Project options that you will complete throughout the course. You may want to review Build What's Next and Start Building on AWS Today (linked in the assignment) before making your selection.

Discussion (25 points)

Critical Thinking (70 points)

Choose one of the following two assignments to complete this week. Do not do both assignments. Identify your assignment choice in the title of your submission.

Option #1: Google Cloud Vendor Selection

If you selected Google Cloud for your Portfolio Project, create a free trial account for Google Cloud and review the resources at Build What's Next. Then complete the following:

- Provide screenshots that verify the creation of the trial account.
- Create a project under the exercise portion of Linux Academy.
- Create a one-page summary that discusses lessons learned regarding the creation of a Google cloud account and the ease-of-use of the product.
- Provide screenshots of your completed quiz platform for Google Cloud.

Compile all components of this assignment into a single Word document before submitting for grading. Review the rubric in the Module 3 Materials folder for specific grading criteria.

Option #2: AWS Vendor Selection

If you selected AWS for your Portfolio Project, create a free account for AWS and review the resources available at Start Building on AWS Today. Then complete the following:

- Provide screenshots that verify the creation of the free AWS account.
- Provide screenshots of the completed *Build a Foundation* section quiz.
- Complete the *Accessing the AWS Console* hands-on lab in Linux Academy and provide screenshots verifying its completion.
- Create a one-page summary of lessons learned while completing the hands-on lab.
- Complete *Introduction to AWS Identity and Access Management Cloud Solution* subsections of Linux Academy and provide screenshots showing their completion.

Compile all components of this assignment into a single Word document before submitting for grading. Review the rubric in the Module 3 Materials folder for specific grading criteria.

Portfolio Milestone (20 points)

Option #1 & Option #2: Platform and Company/Breach Selection

For your Portfolio Project, you will be researching a Cloud breach experienced by a U.S.-based company. In addition, you will be completing an Exercise, Quiz and Practice Exam in Linux Academy based on the platform that you select in this module. Select one of the following platforms:

- Option #1: Google Cloud
- Option #2: AWS

The platform that you select will determine the Critical Thinking Assignment options (for most modules) and Portfolio Project option that you will complete for this course. If you select Google Cloud, you must complete all options that associate with this platform. Likewise, if you select AWS, you must complete all options that associate with this platform.

For this Portfolio Project Milestone, submit a confirmation of the platform that you will be using throughout the course and a two-paragraph summary of the company/Cloud breach that you will be investigating. Review the Portfolio Project prompt in the Module 8 Materials folder to gain perspective on the scope of research that will be required. The summary should only be a bit longer than a standard abstract. No more than two paragraphs. Your company/breach must have ample information available in order to fully meet the project requirements. If you have questions, consult with your instructor.

Submit your Portfolio Project Milestone by the due date posted. Review the rubric in the Module 3 Materials folder for specific grading criteria.

Module 4

Readings
- Linux Academy – Introduction to VMware ESXi
  - Virtualization Types
  - Initial Setup and Configuration
  - VM Machine Deployments
  - Virtual Hosts and Utilities
- Ding, W., Ghansah, B., & Wu, Y. (2015). Research on the virtualization technology in cloud computing environment. Retrieved from https://www.researchgate.net/publication/297603485_Research_on_the_Virtualization_Technology_in_Cloud_Computing_Environment. (Full-text pdf available for download at the site.)
- Provazza, A. (2013). VDI hardware comparison: Thin vs. thick vs. zero clients. Retrieved from https://searchvirtualdesktop.techtarget.com/feature/VDI-hardware-comparison-Thin-vs-thick-vs-zero-clients

Discussion (25 points)

Critical Thinking (80 points)

Choose one of the following two assignments to complete this week. Do not do both assignments. Identify your assignment choice in the title of your submission.

Option #1: Selecting a Cloud-Based Vendor – Server Solutions

VMWare is a hypervisor tool that utilizes virtualization technology for simplified deployment models of components. When deploying a VMWare solution, how feasible is it to create and replicate server solutions? Is it equally as easy to deploy desktop solutions in this manner? Identify the minimums and maximums of hardware needed to deploy a certain number of solutions on a physical host. What is the maximum number of hosts that vCenter Server can host on a physical system and what resources are

necessary? Be specific in the necessary installation requirements and deployment of both host and guest appliances. How does this compare to cloud environments you have studied thus far?

Your essay should be 2-3 pages in length (not including cover and reference pages) and should incorporate support from at least two academic sources from the CSU-Global Library in addition to the course readings. The essay, citations, and references must conform to the requirements explained in the CSU-Global Guide to Writing & APA. Review the rubric in the Module 4 Materials folder for specific grading criteria.

You are strongly encouraged to submit all assignments to TurnItIn to check the originality of your assignments prior to submitting them to your instructor for grading. If you are unsure how to use TurnItIn, review the How to Use the TurnItIn Originality Checker tutorial for step-by-step instructions.

Option #2: Selecting a Cloud-Based Vendor – Server Solution for Thin or Zero Clients

VMWare is a hypervisor tool that utilizes virtualization technology for simplified deployment models of components. When deploying a VMWare solution, what prerequisites are necessary for a thin client or zero client? How does this work over a network? Identify the minimums and maximums of hardware needed to deploy a certain number of solutions on a number of physical hosts. How does this differ in security and desktop to the end user experience? Be specific in the necessary installation requirements and deployment of both host and guest appliances. How does this compare to cloud environments you have studied thus far?

Your essay should be 2-3 pages in length (not including cover and reference pages) and should incorporate support from at least two academic sources from the CSU-Global Library in addition to the course readings. The essay, citations, and references must conform to the requirements explained in the CSU-Global Guide to Writing & APA. Review the rubric in the Module 4 Materials folder for specific grading criteria.

You are strongly encouraged to submit all assignments to TurnItIn to check the originality of your assignments prior to submitting them to your instructor for grading. If you are unsure how to use TurnItIn, review the How to Use the TurnItIn Originality Checker tutorial for step-by-step instructions.

Module 5

Readings

· Chapter 3 in *Cloud Computing: From Beginning to End*
· Singh, A., & Chatterjee, K. (2017). Cloud security issue and challenges. *Journal of Network and Computer Applications, 79.*

Discussion (25 points)

Critical Thinking (80 points)

Choose one of the following two assignments to complete this week. Do not do both assignments. Identify your assignment choice in the title of your submission.

Option #1: Virtualization in the Cloud

Assume that your company has 1,000 desktops, for which your CIO wants to deliver an operating system and environment on demand. Discuss the ability to provide desktop virtualization and which tools you would require. Be sure to note costs, risks, and other processes associated with landing these desktops. Will they contain user data? Will it be images only? Will they be zero clients, etc.? How does this differ in a secure cloud environment based upon image deployment and standard network infrastructure?

Your essay should be 2-3 pages in length (not including cover and reference pages) and should incorporate support from at least two academic sources from the CSU-Global Library in addition to the course readings. The essay, citations, and references must conform to the requirements explained in the CSU-Global Guide to Writing & APA. Review the rubric in the Module 5 Materials folder for specific grading criteria.

You are strongly encouraged to submit all assignments to TurnItIn to check the originality of your assignments prior to submitting them to your instructor for grading. If you are unsure how to use TurnItIn, review the How to Use the TurnItIn Originality Checker tutorial for step-by-step instructions.

Option #2: Virtualization in the Cloud (Europe)

Assume that your company has 1,000 desktops, for which your CIO wants to deliver an operating system and environment on demand. If your company is in Europe, discuss the ability to provide desktop virtualization and which tools you would require. Be sure to note costs, risks, and other processes associated with landing these desktops. Will they contain user data? Will it be images only? Will they be zero clients, etc.? How do EU rules on privacy change your strategy from stateside processes? How does this differ in a secure cloud environment based upon image deployment and standard network infrastructure?

Your essay should be 2-3 pages in length (not including cover and reference pages) and should incorporate support from at least two academic sources from the CSU-Global Library in addition to the course readings. The essay, citations, and references must conform to the requirements explained in the CSU-Global Guide to Writing & APA. Review the rubric in the Module 5 Materials folder for specific grading criteria.

You are strongly encouraged to submit all assignments to TurnItIn to check the originality of your assignments prior to submitting them to your instructor for grading. If you are unsure how to use TurnItIn, review the How to Use the TurnItIn Originality Checker tutorial for step-by-step instructions.

Portfolio Milestone (30 points)

Option #1 & Option #2: Portfolio Project Outline

Using the company/breach that you selected in Module 3, create an outline of your Portfolio Project that organizes the main points and sub points of your critical evaluation of the breach based on the following questions:

1. What went wrong?
2. Why did it occur?
3. Who was responsible?
4. How could it have been prevented?
5. What advice would you offer to prevent such a breach from occurring in the future?

As you develop your outline, be sure to continue researching the breach so that your points are well-supported by in-text citations from sources in addition to course readings. A minimum of five sources must be fully cited and referenced as part of the Portfolio Project due in Module 8.

Submit your Portfolio Project Milestone by the posted due date. Review the rubric in the Module 5 Materials folder for specific grading criteria.

Note: Your instructor will provide feedback on your outline. This feedback must be integrated into the final version of the Portfolio Project.

Module 6

Readings

· Chapter 4 in *Cloud Computing: From Beginning to End*
· Linux Academy: (Complete one of the following options based on which vendor you selected in Module 3 and will be using for your Portfolio Project.)
  o Option 1 – Google Cloud Solutions: Compute, Network, App Engine
  o Option 2 – AWS: Compute, Load Balancing, Content Delivery, Logging, Notification, Database and Summary Reading three

Discussion (25 points)

Critical Thinking (80 points)

Choose one of the following two assignments to complete this week. Do not do both assignments. Identify your assignment choice in the title of your submission.

Option #1: Google Cloud Exercises and Quizzes

If you selected Google Cloud for your Portfolio Project, view the following Linux Academy videos: Compute, Network, App Engine.

Then complete the following:

• Complete the Exercises for Compute Engine and App Engine and take screenshots to verify completion.
• Create a one-page summary of experiences associated to the Google Cloud platform.
• Complete the three quizzes for the assigned sections in Linux Academy and take screenshots that verify completion and include your score.

Compile all components into a single Word document and submit by the posted due date. Review the rubric provided in the Module 6 Materials folder for specific grading criteria.

Option #2: AWS Exercises and Quizzes

If you selected AWS for your Portfolio Project, view the following Linux Academy videos: Compute, Load Balancing, Content Delivery, Logging, Notification, Database and Summary. (See the assignment.)

Then complete the following:

- Complete the Exercises for Storage Services, Networking Services, Compute Services, Load Balancing, and Content Delivery and take screenshots to verify completion.
- Create a one-page summary of experiences associated to the AWS Platform.
- Complete the mid-section review quiz in Linux Academy and submit screenshots and take screenshots that verify completion and include your score.

Compile all components into a single Word document and submit by the posted due date. Review the rubric provided in the Module 6 Materials folder for specific grading criteria.

Module 7

Readings

· Adam, F. (2017). How the Pareto principle can help ease your cloud migration [Blog post]. *Digital Reality.* Retrieved from https://www.digitalrealty.com/blog/how-the-pareto-principle-can-help-ease-your-cloud-migration/

· Cassidy, R. (2017). Ready to transform IT? Remember the Pareto principle [Blog post]. *Cloud Insights.* Retrieved from https://blog.rackspace.com/transform-your-it

Discussion (25 points)

Module 8

Readings

· Linux Academy: (Complete one of the following options based on which vendor you selected in Module 3 and will be using for your Portfolio Project)
  o Option 1 – Google Cloud: Big Machine Learning
  o Option 2 – AWS: Billing and Support

· Google. (2018). How to design a disaster recovery plan. Retrieved from https://cloud.google.com/solutions/designing-a-disaster-recovery-plan

· McGee, J. (2016). The six steps of the container lifecycle. Retrieved from https://www.ibm.com/blogs/cloud-computing/2016/02/08/the-6-steps-of-the-container-lifecycle/

Discussion (25 points)

Portfolio Project (300 points)

Choose one of the following two projects to complete throughout this course; the selection must be made in Module 3. Do not do both assignments. Identify your assignment choice in the title of your submission.

Option #1: Cloud Breach of U.S. Company/Google Cloud (Linux Academy)

Your Portfolio Project for this course includes two parts:

Part 1: Identify a major cloud breach of a U.S. company that has occurred in the recent past (within the last five years). In an 8-10 page critical evaluation of your chosen breach, review and analyze the breach along the following dimensions:

1. What went wrong?
2. Why did it occur?
3. Who was responsible?

4. How could it have been prevented?
5. What advice would you offer to prevent such a breach from occurring in the future?

This part of your Portfolio Project should be well-written and should integrate feedback provided by the instructor in Module 5. Provide cited support from a minimum of five sources in addition to your assigned course readings. The CSU-Global Library is a good place to locate these sources. The paper must conform to the requirements outlined in the CSU-Global Guide to Writing & APA.

Part 2: Given the cloud break of the outlined U.S. Company, analyze the benefits that the organization would have if it made use of Google Cloud for it's appropriate cloud strategy. Identify strengths and weakness associated with using Google Cloud over the existing cloud strategy. How does this appropriate minimize the risk of data breaches (1-2 pages minimum).

Option #2: Cloud Breach of U.S. Company/AWS (Linux Academy)

Your Portfolio Project for this course includes two parts:

Part 1: Identify a major cloud breach of a U.S. company that has occurred in the recent past (within the last five years). In an 8-10 page critical evaluation of your chosen breach, review and analyze the breach along the following dimensions:

1. What went wrong?
2. Why did it occur?
3. Who was responsible?
4. How could it have been prevented?
5. What advice would you offer to prevent such a breach from occurring in the future?

This part of your Portfolio Project should be well-written and should integrate feedback provided by the instructor in Module 5. Provide cited support from a minimum of five sources in addition to your assigned course readings. The CSU-Global Library is a good place to locate these sources. The paper must conform to the requirements outlined in the CSU-Global Guide to Writing & APA.

Part 2: Given the cloud break of the outlined U.S. Compnany, analyze the benefits that the organization would have if it made use of Amazon Web Services for it's appropriate cloud strategy. Identify strengths and weakness associated with using Amazon Web Services over the existing cloud strategy. How does this appropriate minimize the risk of data breaches (1-2 pages minimum).

Grading Scale	
A	95.0 – 100
A-	90.0 – 94.9
B+	86.7 – 89.9
B	83.3 – 86.6
B-	80.0 – 83.2
C+	75.0 – 79.9
C	70.0 – 74.9
D	60.0 – 69.9
F	59.9 or below

Course Grading

20% Discussion Participation
45% Critical Thinking Assignments
35% Final Portfolio Project

IN-CLASSROOM POLICIES

For information on late work and incomplete grade policies, please refer to our **In-Classroom Student Policies and Guidelines** or the Academic Catalog for comprehensive documentation of CSU-Global institutional policies.

Academic Integrity
Students must assume responsibility for maintaining honesty in all work submitted for credit and in any other work designated by the instructor of the course. Academic dishonesty includes cheating, fabrication, facilitating academic dishonesty, plagiarism, reusing /repurposing your own work (see CSU-Global Guide to Writing and APA for percentage of repurposed work that can be used in an assignment), unauthorized possession of academic materials, and unauthorized collaboration. The CSU-Global Library provides information on how students can avoid plagiarism by understanding what it is and how to use the Library and internet resources.

Citing Sources with APA Style
All students are expected to follow the CSU-Global Guide to Writing and APA when citing in APA (based on the most recent APA style manual) for all assignments. A link to this guide should also be provided within most assignment descriptions in your course.

Disability Services Statement
CSU-Global is committed to providing reasonable accommodations for all persons with disabilities. Any student with a documented disability requesting academic accommodations should contact the Disability Resource Coordinator at 720-279-0650 and/or email ada@CSUGlobal.edu for additional information to coordinate reasonable accommodations for students with documented disabilities.

Netiquette
Respect the diversity of opinions among the instructor and classmates and engage with them in a courteous, respectful, and professional manner. All posts and classroom communication must be conducted in accordance with the student code of conduct. Think before you push the Send button. Did you say just what you meant? How will the person on the other end read the words?

Maintain an environment free of harassment, stalking, threats, abuse, insults, or humiliation toward the instructor and classmates. This includes, but is not limited to, demeaning written or oral comments of an ethnic, religious, age, disability, sexist (or sexual orientation), or racist nature; and the unwanted sexual advances or intimidations by email, or on discussion boards and other postings within or connected to the online classroom. If you have concerns about something that has been said, please let your instructor know.