**DePaul University CDM**

# CSEC 388/488 Security Testing and Assessment - Course Syllabus

## Part 1. Instructor and Section Information

Instructor’s Name: Ryan Haley

Office Hours: Wednesday 5:15 – 5:45pm, 30 minutes after class, online by appointment

Phone: N/A E-mail: rhaley@depaul.edu

Expect responses within 12 hours. Otherwise, reach out again.

Quarter: Spring 2023 Section Number(s): 710/730

Room Number: N/A; online only Modality: Online Hybrid

Days and hours this section meets: Monday, 5:45pm – 6:45pm (live zoom sessions)

First day of class: Wednesday, March 29th, 2023

Last day of class: Wednesday, June 7th, 2023

Date of final exam: N/A (online)

Last Date to Drop and Receive Refund: Please see link below

Last Date to Drop this class with a “W” grade: Please see link below

<https://academics.depaul.edu/calendar/Pages/default.aspx>

## Part 2. Course Information

1. Course Identification

*Prefix and Number* CSEC 388/488

*Course Title* Security Testing and Assessment

### *Hours 4 Credit Hours*

1. Catalog Description

*Prerequisite*  (CSEC 340 and CSEC 378) OR (CSEC 440 and CSEC 418)

*Corequisite*  None

### *Course Description:*

Vulnerability assessment and ethical security testing; review of ethical concerns and legal issues associated with security testing activities; study and analysis of the defensive mechanisms used to mitigate such threats. There will be extensive hands-on laboratory exercises.

1. Major Course Concepts

* Footprinting and Recon
* Scanning
* Enumeration
* Exploits
* Offensive Security Terminology

1. Expected Outcomes for Student Learning (Course Objectives)

* Students will be able to…
  + Summarize the fundamental materials and skills required to perform ethical pen testing (via final)
  + Use the different phases of ethical pentesting and recognize appropriate circumstances to apply each (via CTF)
  + Analyze systems for security weaknesses and determine security flaws (via labs)
  + Determine the pros and cons of security assessments, vulnerability assessments, pentests, and red team engagements (via quizzes)
  + Understand career objectives and certifications for a career in ethical hacking (via lecture)
  + Develop theoretical knowledge about ethical pen testing concepts and carry out hands on labs to cement the knowledge into real world skills

1. Instructor Policies
   * All assignments have a due date. Late assignments will NOT be accepted and will receive a 0 with the exception of Labs. Labs will not be accepted after 5 days late. Labs between 0 and 4 days late will receive a point deduction. Lab 8 will not be allowed any late submissions.
   * All assignments must be submitted via D2L. Assignments via other methods (e.g. email) will NOT be accepted.
   * If there is a conflict between due dates (D2L vs syllabus), the syllabus due date will take precedence.

* **All students are expected to watch all lectures. Material on exams may come from in class discussions and materials posted on D2L.**
  + Students are expected to always be courteous of others.
  + Students are expected to be prepared and participate in class discussions and labs.
  + Students are expected to be focused and paying attention during lecture.
  + Students are expected to work well with others during group labs and activities.
  + Students are expected to complete all labs, online activities and miscellaneous assignments by the due dates.
  + The topical outline is solely at the discretion of the instructor and may be modified at any time to better accommodate class time and schedule.
* **Cheating/Plagiarism Policy: Any student caught cheating or plagiarizing will receive zero points for that topic and/or fail class based on Code of Student conduct rules.**
* Each student is responsible for adhering to the Code of Student Conduct as stated in the college catalog.
* **All grades are final. No extra credit will be given.**

If students are lacking in any of the above-mentioned expectations student’s grade may be lowered by one grade level.

1. Course Requirements

#### Access to a computer with reliable internet access and ability to install software at an administrator/root level (work computers may not work)

* Access to Microsoft Word and PowerPoint (or equivalent software)

#### D2L will be used as the main interface for the class. Notes, assignments, and all other course material will be posted here. You can access it by going to d2l.depaul.edu. Class lectures can also be found here.

* You must have access to a computer system throughout the course that can play zoom videos as well as run a functional web browser capable of video playback.
* Netlabs is the software used for lab access. You can view the requirements for this software here (see Client Requirements Section): https://www.netdevgroup.com/products/requirements/requirements\_aepe.html
* Software Required: Web Browser (Chrome Recommended), Poll Everywhere, Slack (all free)

## Part 3. Classroom Information

1. Topical Outline/Course Schedule/Calendar

(Major course components, assignments, and assessments in a suggested sequence)

|  |  |  |  |
| --- | --- | --- | --- |
| ***Lesson*** | ***Date*** | ***Topic*** | ***Activities Due*** |
| ***1*** | ***3/29*** | Course Intro & Ethics |  |
| ***2*** | ***4/5*** | Recon, Footprinting, Social Engineering | Lab #1 (Review)/**Quiz #0**  Discussion Post #1 |
| ***3*** | ***4/12*** | Scanning and Enumeration | Lab #2 (Recon)  Discussion Post #2 |
| ***4*** | ***4/19*** | Windows (Local Authentication) | Lab #3 (Scanning)/**Quiz #1**  Discussion Post #3 |
| ***5*** | ***4/26*** | Windows (Domain Authentication) | Lab #4 (Windows)  Discussion Post #4 |
| ***6*** | ***5/3*** | Exploits and Network Hacking | Lab #5 (AD Attack Tools)  Discussion Post #5 |
| ***7*** | ***5/10*** | Red Team Methodology/**CTF Released** | Lab #6 (Metasploit)/**Quiz #2**  Discussion Post #6 |
| ***8*** | ***5/17*** | Web Hacking | Lab #7 (Metasploit #2)  Discussion Post #7 |
| ***9*** | ***5/24*** | Intro to Cloud/Final Review | Lab #8 (Web)  Discussion Post #8  Prep for Final |
| ***10*** | ***5/31*** | Lab Week | Discussion Post #9/**Quiz #3** |
| ***11*** | ***6/7*** | Class Review/Wrap-up | **CTF DUE /** **FINAL DUE** |

1. Books, Supplies, and Supplementary Materials

###### *Text*books/Reading list (required)

* 1. *none*

###### *(Optional)*

1. *Hacking Exposed 7 by Scambray and McClure (ISBN-13: 978-0071780285)*
2. *The Red Team Field Manual (RTFM) by Ben Clark (ISBN-13: 978-1494295509)*
3. *Hacking Windows Exposed, 3rd Edition, by Scambray and McClure (ISBN-13: 978-0071494267)*
4. *CompTIA PenTest+ Certification All-in-One Exam Guide (Print ISBN-13: 978-1-260-13594-7)*

1. Classroom Policies and Procedures

**College Statement about grades of ‘F’ and withdrawal from class.**

A student who does not withdraw officially from a course may receive a grade of ‘**F**’ or ‘**Fx**’, depending on course progress of course attendance, which will become a part of the student’s permanent record.

The withdrawal date is listed in the General Information sheet.

**Final Exam Information**

The final exam will be tentatively released on the 2nd to last day of class.

**Attendance Policy**

Attendance is not required, but material review (including watching lectures) is. **Not all required material is documented in lecture notes and examples, and important information will be conveyed verbally during lecture.** Excessive absence and skipping of material can affect final grade. (see class participation in grading section). You are responsible for all material covered, assignments delivered or received, and announcements made in class sessions that you miss**. All students are required to watch the class lecture, either online or in person.**

**Academic Integrity and Plagiarism**

Cheating and plagiarism are not allowed in this class. This is defined as copying another’s work and using it as your own (even if you reword it). You are free to get ideas from other sources (books, internet, etc), but you are by no means authorized to copy their work and you must cite the original sources from which your ideas stemmed. Any student caught in the act of cheating/plagiarism will be penalized based on the severity of the offence up to and including:

Minimally, any violation will incur:

* Automatic 0% on the assignment given
* Automatic 0% on all bonus items in the class

Depending on the severity of the violation, the penalty may also include:

* Immediate dismissal from class
* Result in a grade of ‘F’ in the course
* Academic Integrity violation being filed

**College Documentation Styles**

**MLA** and **APA** have been adopted as the official documentation styles of the college. The selected

documentation style for this class is MLA.

**Code of Student Conduct**

Each student is responsible for adhering to the Code of Student Conduct as stated in the college

catalog.

**Cautionary Statement**

Students with an impaired ability to concentrate may risk jeopardizing safety in the classroom for

themselves, their classmates and their instructor. If your ability to concentrate is impaired, you should discuss this matter with your instructor prior to operating equipment or performing a laboratory procedure. Students are responsible for reporting to their instructor any condition that would impair the ability to concentrate. Failure to notify your instructor of this issue may be a violation of the Code of Student Conduct.

**Safety or Health issues**

Please inform the instructor of any safety concerns or health issues that may affect your learning ability in this class.

**Notice of Copyright**

Materials in this course—unless otherwise indicated—are protected by United States copyright law [Title 17, U.S. Code]. Materials including but not limited to recordings, assignments, or presentations are presented in an educational context for personal use and study and should not be shared, distributed, or sold in print—or digitally—outside the course without permission. Personal recording without the consent of the instructor is prohibited. As a student your ability to post or link to copyrighted material is also governed by United States copyright law. The law allows for students to post or link to copyrighted materials within the course environment when the materials are pertinent to course work. Instructors—or other staff of the institution—reserve the right to delete or disable your post or link if in their judgment it would involve violation of copyright law. If you are found to be in violation, an immediate F for the course will be given and academic integrity violation will be filed.

**Attitude**

A professional and academic attitude is expected throughout this course. Measurable

examples of non-academic or unprofessional attitude include but are not limited to: talking to others

when the instructor is speaking, mocking another’s opinion, cell phones ringing, emailing, texting or

using the internet whether on a phone or computer. If any issues arise a student may be asked to leave the classroom. The professor will work with the Dean of Students Office to navigate such student issues.

**Civil Discourse**

DePaul University is a community that thrives on open discourse that challenges students, both intellectually and personally, to be Socially Responsible Leaders. It is the expectation that all dialogue in this course is civil and respectful of the dignity of each student. Any instances of disrespect or hostility can jeopardize a student’s ability to be successful in the course. The professor will partner with the Dean of Students Office to assist in managing such issues.

**Incomplete**

Incompletes will only be given under extraordinary circumstances. If the student fails to show an acceptable level of work leading up the request, it may be denied by the instructor. If the student is experiencing difficulty during the class, they must reach out before the request is made.

If students are ill for a length of time, they must verify illness with the Dean’s of Students Office before contacting the instructor. <https://offices.depaul.edu/student-affairs/support-services/academic/Pages/absence-notification.aspx>

1. Graded assignments and policies

**Graded Assignments**

1. **Labs 40 points**

Hands on Labs will be given throughout the quarter. **Labs are to only be completed in the provided sandboxed environment. Failure to do so may result in immediate failure for the course. Please note, all lab activity is monitored.** Do not access personal accounts from lab machines. Lab answers should be submitted in a **SEPARATE** word (.docx) file with your **FULL NAME** at the top. Failure to do so will result in a **20% deduction** for the assignment. In addition, lab space is limited. If you schedule lab time and will not use it, please release it for other students. Failure to show up during your lab reservation may result in a **10% penalty** for each occurrence if netlabs is more than 80% utilized during your reservation.

1. **Quizzes 15 points**

Quizzes will be given in lieu of a Midterm (pending class approval). The topic will cover the lecture and homework from the weeks prior. Quizzes will only be provided on D2L.

1. **Final 20 points**

The final will be comprehensive and consist of all material covered in class. It will have fill in the blank, True or False, matching, multiple choice, short answer, and lab problems. The final will be provided only on D2L and may require proctoring or recording software.

1. **CTF 25 points**

The capture the flag competition (CTF) will be a hosted environment in which you will use the tactics and techniques learned during the class to move your way through various systems and collect flags. The CTF is very time consuming so you must start this assignment early and ask questions when you get stuck!

1. **Class Participation**

Class participation will affect final course average from a range of +2% to -2%. The following percentage adjustments will be applied to the final grade based on demonstrated class participation/contribution.

|  |
| --- |
| **+2%**: highly meaningful participation/contribution in class or on slack AND up to two missed/incorrect attendance quizzes/discussion posts |
| **+1%**: solid participation/contribution in class or on slack AND up to four missed/incorrect attendance quizzes/discussion posts |
| **0%**: minimal/no participation/contribution in class or on slack OR up to six missed/incorrect attendance quizzes/discussion posts |
| **-1%**: passive, non-relevant participation/contribution in class or on slack, OR up to eight missed/incorrect attendance quizzes/discussion posts |
| **-2%**: passive, non-relevant participation/contribution in class or on slack, OR nine or more missed/incorrect attendance quizzes/discussion posts |

1. **Certifications**

If you take and pass the Offensive Security Certified Professional (OSCP) exam before week 11, you will receive 70 bonus points towards your final grade.

**General grading policy, including criteria and weighting for final semester grade**

* 1. **Grading Scale**

Grading for courses in this program is as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **A** | **93+ pts** | **C+** | **77 – 79.99 pts** |
| **A-** | **90 – 92.99 pts** | **C** | **73 – 76.99 pts** |
| **B+** | **87 – 89.99 pts** | **C-** | **70 – 72.99 pts** |
| **B** | **83 – 86.99 pts** | **D+** | **67 – 69.99 pts** |
| **B-** | **80 – 82.99 pts** | **D** | **63 – 66.99 pts** |
|  |  | **F** | **<63 pts** |

* 1. **Make-up policy**

You will have the option of completing 1 additional lab to be substituted for your lowest grade of another lab or quiz. No late work on this bonus lab will be allowed. No additional make-up assignments will be given.

* 1. **Extra-credit policy**

There are no extra credit assignments unless otherwise indicated by the instructor of this course. Bonus items are built into course assignments. Bonus items are not a requirement in the course but may help you to achieve a more desirable grade. Bonus items are designed to challenge you to think critically and are not necessarily covered in the class. You must demonstrate a minimum competency of understanding on assignments in order to be eligible for any bonus. Any bonus items given on assignments requires a minimum grade of 50% on the assignment to receive the bonus. Otherwise, bonus points will not be applied.

* 1. **Late-Work policy**

Late work will not be accepted. Labs are the exception and can be submitted late with a penalty. Lab assignments will be penalized 20% for each 24 hours late. Lab 8 is the exception and will not be allowed any late submissions due to time constraints. All other assignments will receive a 0. All assignment deadlines are posted in this syllabus. **This will be strictly enforced.**

**<24 hours late – 20% penalty**

**24-47 hours late – 40 % penalty**

**48-71 hours late – 60 % penalty**

**72-95 hours late 80% penalty**

**96+ hours late 0 points awarded**

* 1. **Grade Challenges**

It is very possible that myself or a grader has made a mistake when grading. If you feel that an item was graded incorrectly, or that the question asked was unfair, you may challenge your grade by submitting to me (and only me) a request of what you are challenging, your submitted assignment, and why you believe that the grade is incorrect. I will be more than happy to review these requests for you. Do NOT attempt to contact the grader or leave notes on D2L about your grade. The only approved communication is with me directly (Slack/email/text).

## Part 4. University Policies

**Changes to Syllabus**

This syllabus is subject to change as necessary during the quarter. If a change occurs, it will be

thoroughly addressed during class and posted under Announcements on Slack.

**COVID-19 Health and Safety Precautions**

Keeping our DePaul community safe is of utmost importance in the pandemic. Students, faculty and staff are expected to (1) wear a mask as required at all times while indoors on campus; (2) refrain from eating and drinking in classrooms; (3) keep current with their COVID-19 vaccinations or exemptions; (4) stay home if sick; (5) participate in any required COVID-19 testing; (6) complete the online Health and Safety Guidelines for Returning to Campus training; and (7) abide by the City of Chicago Emergency Travel Advisory. By doing these things, we are Taking Care of DePaul, Together. The recommendations may change as local, state, and federal guidelines evolve. Students who do not abide by the mask requirement may be subject to the student conduct process and will be referred to the Dean of Students Office. Students who have a medical reason for not complying with any requirements should register with DePaul’s Center for Student with Disabilities (CSD).

**Respect for Diversity and Inclusion at DePaul University as aligned with our Vincentian Values**

At DePaul, our mission calls us to explore “what must be done” in order to respect the inherent dignity

and identity of each human person. We value diversity because it is part of our history, our traditions

and our future. We see diversity as an asset and a strength that adds to the richness of classroom

learning. In my course, I strive to include diverse authors, perspectives and teaching pedagogies. I also

encourage open dialogue and spaces for students to express their unique identities and perspectives. I

am open to having difficult conversations and I will strive to create an inclusive classroom that values all

perspectives. If at any time, the classroom experience does not live up to this expectation, please feel

free to contact me via email or during office hours.

**Online Course Evaluations**

Evaluations are a way for students to provide valuable feedback regarding their instructor and the course. Detailed feedback will enable the instructor to continuously tailor teaching methods and course content to meet the learning goals of the course and the academic needs of the students. They are a requirement of the course and are key to continue to provide you with the highest quality of teaching. The evaluations are anonymous; the instructor and administration do not track who entered what responses. A program is used to check if the student completed the evaluations, but the evaluation is completely separate from the student’s identity. Since 100% participation is our goal, students are sent periodic reminders over three weeks. Students do not receive reminders once they complete the evaluation. Please see <https://resources.depaul.edu/teaching-commons/teaching/Pages/online-teaching-evaluations.aspx> for additional information.

**Academic Integrity and Plagiarism**

This course will be subject to the university's academic integrity policy. All students are expected to abide by the University's Academic Integrity Policy which prohibits cheating and other misconduct in student coursework. Publicly sharing or posting online any prior or current materials from this course (including exam questions or answers), is considered to be providing unauthorized assistance prohibited by the policy. Both students who share/post and students who access or use such materials are considered to be cheating under the Policy and will be subject to sanctions for violations of Academic Integrity. More information can be found at <https://resources.depaul.edu/teaching-commons/teaching/academic-integrity/Pages/default.aspx>.

*Posting work on online sites, such as Hero .*

All students are expected to abide by the University’s Academic Integrity Policy which prohibits cheating and other misconduct in student coursework. Publicly sharing or posting online any prior or current materials from this course (including exam questions or answers), is considered to be providing unauthorized assistance prohibited by the policy. Both students who share/post and students who access or use such materials are considered to be cheating under the Policy and will be subject to sanctions for violations of Academic Integrity.

**Academic Policies**

All students are required to manage their class schedules each term in accordance with the deadlines for enrolling and withdrawing as indicated in the University Academic Calendar. Information on enrollment, withdrawal, grading and incompletes can be found at:

<http://www.cdm.depaul.edu/Current%20Students/Pages/PoliciesandProcedures.aspx>

**Incomplete Grades**

An incomplete grade is a special, temporary grade that may be assigned by an instructor when unforeseeable circumstances prevent a student from completing course requirements by the end of the term and when otherwise the student had a record of satisfactory progress in the course. All incomplete requests must be approved by the instructor of the course and a CDM Associate Dean. Only exceptions cases will receive such approval. Information about the Incomplete Grades policy can be found at

<http://www.cdm.depaul.edu/Current%20Students/Pages/Grading-Policies.aspx>

**Preferred Name & Gender Pronouns**

Professional courtesy and sensitivity are especially important with respect to individuals and topics dealing with differences of race, culture, religion, politics, sexual orientation, gender, gender variance, and nationalities. I will gladly honor your request to address you by an alternate name or gender pronoun. Please advise me of this preference early in the quarter so that I may make appropriate changes to my records. Please also note that students may choose to identify within the University community with a preferred first name that differs from their legal name and may also update their gender. The preferred first name will appear in University related systems and documents except where the use of the legal name is necessitated or required by University business or legal need. For more information and instructions on how to do so, please see the Student Preferred Name and Gender Policy at <http://policies.depaul.edu/policy/policy.aspx?pid=332>.

**Students with Disabilities**

Students seeking disability-related accommodations are required to register with DePaul’s Center for

Students with Disabilities (CSD) enabling them to access accommodations and support services to assist with their success. There are two office locations:

• Loop Campus – Lewis Center #1420 – (312) 362-8002

• Lincoln Park Campus – Student Center #370 – (773) 325-1677

Students who register with the Center for Students with Disabilities are also invited to contact Dr.

Gregory Moorhead, Director of the Center, privately to discuss how he may assist in facilitating the

accommodations to be used in a course. This is best done early in the term. The conversation will

remain confidential to the extent possible.

Please see [https://offices.depaul.edu/student-affairs/about/departments/Pages/csd.aspx](https://offices.depaul.edu/student-affairs/about/departments/Pages/csd.aspx%20) for Services

and Contact Information.

## Part 5: Resources

**DePaul HelpDesk**

Phone:

(312) 362-8765

Hours:

* Monday - Thursday 8 a.m. – 8 p.m.
* Friday: 8 a.m. – 5 p.m.
* Saturday: 8 a.m. – 4 p.m.
* Sunday: 12 p.m. – 4 p.m.

[**DePaul**](https://offices.depaul.edu/student-affairs/support-services/counseling/Pages/faq.aspx) **Online Books**

<https://go.oreilly.com/depaul/>

[**University Counseling Services**](https://offices.depaul.edu/student-affairs/support-services/counseling/Pages/faq.aspx)

Students that are enrolled at least half-time are eligible for counseling at a reduced cost ($5 per session).

<https://offices.depaul.edu/student-affairs/support-services/counseling/Pages/faq.aspx>

[**Dean of Students Office**](https://offices.depaul.edu/student-affairs/about/departments/Pages/dos.aspx)

Staff can help students navigate emergencies, begin a leave of absence, and find housing.

<https://offices.depaul.edu/student-affairs/about/departments/Pages/dos.aspx>

[**Tutoring and Study Help**](https://resources.depaul.edu/student-success/tutoring/Pages/default.aspx)

Students can select several options for academic support.

<https://resources.depaul.edu/student-success/tutoring/Pages/default.aspx>

[**Advising**](https://resources.depaul.edu/student-success/advising/Pages/default.aspx)

Students can speak with advisors on a variety of topics (academic, career, study abroad, etc.)

<https://resources.depaul.edu/student-success/advising/Pages/default.aspx>

[**Student Success Website**](https://resources.depaul.edu/student-success/Pages/default.aspx)

This site provides a "one stop shop" for a variety of student resources and services, including the ones listed above.

<https://resources.depaul.edu/student-success/Pages/default.aspx>

**DePaul University CSEC – 388/488**

**Code of Academic Integrity**

The faculty of DePaul University believes that the Code of Academic Integrity is important because of the professional, academic, and ethical requirements that align the departmental curriculum to the expectations of the occupational environment that our students will be entering. Students are expected to complete all course requirements in a way that reflect the values of the Code of Academic Integrity and encourage others to do the same. Adherence to the Code of Academic Integrity will enable students to participate gainfully in a collegiate learning environment with a high degree of professional ethics and standards, thereby empowering them to be successful after leaving DePaul University.

* Cheating and plagiarism have a zero-tolerance policy and will result in immediate failure of the course.
* Materials provided in this class should only be used in authorized settings. Under no circumstances will I use the information I learn without express consent from the appropriate authority.
* I acknowledge that the techniques, tools and links that I am exposed to are for educational purposes only and that I am aware of the legal and ethical implications on using such tools.
* **I will not engage in or condone any form of illegal or unethical activity including (but not limited to) unauthorized break-ins (or attempts to break in), cracking, denial of service attacks, un-ethical behavior or violation of privacy or copyrights laws.**
* I will not knowingly provide anyone with any of the tools provided by DePaul CDM without prior written consent from DePaul CDM.
* I will not copy, backup or distribute any of the commercial software, software licenses, and license keys provided by DePaul CDM.
* I will not use any of the computing resources (Lab facilities, hardware and software) provided by DePaul CDM to perform any scanning, auditing, review or any other activities against systems outside the DePaul CDM lab or my personal network. I understand that my use of the computing facilities provided is strictly limited to the laboratory environment and I will **not use it outside the laboratory nor target any hosts outside the laboratory environment.**
* I hold DePaul, the instructor and DePaul CDM harmless from any claims, lawsuits (civil or criminal) and liabilities resulting, directly or indirectly, from my intentional misuse of DePaul CDM provided tools or of the knowledge learned in this class.
* I am aware of the usage rules and I understand that the violation of this agreement may include academic sanctions as well as civil and criminal prosecution.
* I understand all tools in this class are monitored and logged and there is no expectation of privacy.
* I understand this course requires access to a computer with the ability to install software in order to complete assignments.
* I understand this is an advanced 300/400 level course and that a significant amount of time is required to be successful in this class.
* I will ask for help immediately if I discover there is an issue with my lab environment or else risk losing points on a given assignment.
* I understand grades are final, no late assignments are accepted, and no extra credit will be given.
* I will not distribute, upload, or share materials from this course intentionally or unintentionally.

I attest I have read and understand the terms of the syllabus and the code of conduct and agree to adhere to the policies outlined therein and stated above.