

## Information Technology Glossary

<b>Abuse</b>	Willful or negligent conduct that violates Kennesaw State University's Information Technology Acceptable Use Policy and/or results in a threat to the confidentiality, availability, or integrity of information
<b>Account</b>	A unique electronic identifier composed of, at minimum, a username and password
<b>Administrator (server)</b>	The individual responsible for installing, maintaining, hardening, logging, and reporting on the services running on a server
<b>Auditable Lock</b>	A lock with logging functionality which facilitates the tracking of access and associates an individual to an unlock event
<b>Authentication</b>	A process of attempting to verify the digital identity of a system user or processes
<b>Authorization</b>	Following authentication, the granting of access to a resource
<b>Availability</b>	The property of being accessible and usable upon demand by an authorized user or system
<b>Awareness, Training, and Education Controls</b>	Include (1) awareness programs that set the stage for training by changing organizational attitudes to realize the importance of security and the adverse consequences of its failure; (2) training that teaches people the skills that will enable them to perform their jobs more effectively; and (3) education that targets for IT security professionals and focuses on developing the ability and vision to perform complex, multi-disciplinary activities
<b>Class "A" Server</b>	A server or technology resource which predominately provides enterprise level services to either the administrative or academic operation of the university (The failure of a Class A resource would have an immediate and adverse impact on the overall administrative or academic mission of the University.)
<b>Class "B" Server</b>	A server or technology resource which predominately provides either administrative or academic operation to a school or college unit within the university (The failure of a Class B resource would have an immediate and adverse impact on the overall academic or administrative operation of a school or college unit within the University.)
<b>Class "C" Server</b>	All other servers or technology resources as listed within the KSU DNS operations (It is not likely that the failure of any Class C server or service would have an immediate and adverse impact on either the administrative or academic mission of a school or college unit within the University or otherwise impact the overall mission of the University.)

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<b>Class "D" Server</b>	A server or technology resource which has not entered a production status and is being used for testing & evaluation purposes only (Class D resources may have static IP addresses, which will be audited biannually. No firewall exceptions can be associated with Class D resources, with the exception of those services in which testing cannot occur without a rule, which will be evaluated on a case-by-case basis. The failure of a Class D resource would have no impact on the overall administrative or academic mission of the University.)
<b>Client (systems)</b>	A workstation on a network
<b>Compromise</b>	Unauthorized disclosure or loss of sensitive information, unauthorized information or system integrity change, or system availability interruption
<b>Confidential Information</b>	Information maintained by a USG organization that is subject to authorized restrictions on information access and disclosure, including means for protecting personal privacy and proprietary information. (44 USC Sec 3542) Confidential classified documents are exempt from disclosure under the provisions of the Open Records Act or other applicable state or federal laws.
<b>Confidentiality</b>	Preserves authorized restrictions on information access and disclosure and includes means for protecting personal privacy and proprietary information
<b>Connectivity</b>	The uninterrupted availability of electronic information paths.
<b>Continuity of Operations Plan</b>	A predetermined set of instructions or procedures that describe how an organization's mission essential functions will be sustained within 12 hours and for up to 30 days as a result of a disaster event before returning to normal operation
<b>Countermeasure</b>	See "safeguard"
<b>Data User</b>	KSU employees who use or combine data elements in the course of their job responsibilities and/or external constituents who consume informational or data reports produced using KSU institutional data and analytics and intelligence tools (In some instances, data trustees, stewards, and managers are also data users. In other instances, KSU personnel who do not have data management responsibilities are also data users. KSU's analytic and intelligence specialists typically serve multiple roles in the data governance structure as data trustees, stewards, managers, and users.)
<b>Degauss</b>	The destruction of magnetic media using a strong alternating magnetic field
<b>Email</b>	Short for electronic mail; the transmission of messages over electronic communications networks
<b>Encryption</b>	The use of algorithms to encode data in order to render the message or file readable only for the intended recipient
<b>Enterprise Network</b>	All devices, cabling, and software which constitute the backbone network, all Local Area and Wireless Networks, and telephone networks

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<b>Event</b>	A questionable or suspicious activity that could threaten the security objectives for critical or sensitive data or infrastructure but that may or may not have criminal implications
<b>FERPA (Family Educational Rights and Privacy Act)</b>	A Federal law which protects the privacy of student educational records and affords specific rights regarding the release of such records (More information is available from the KSU Office of the Registrar's FERPA website, <a href="https://registrar.kennesaw.edu/ferpastudents.php">https://registrar.kennesaw.edu/ferpastudents.php</a> .)
<b>Firewall</b>	A device or software application which forms a barrier between a secure environment and an untrusted environment
<b>Harden</b>	The act of configuring a server or client to reduce the likelihood of a system compromise through the disabling of unnecessary services and application of safeguards
<b>Incident</b>	An occurrence that actually or potentially jeopardizes the confidentiality, integrity, or availability of an information system or the information the system processes, stores, or transmits; or that constitutes a violation or imminent threat of violation of security policies, security procedures, or acceptable use policies
<b>Incident Response Management</b>	Process of detecting, mitigating, and analyzing threats or violations of cybersecurity policies and limiting their effect
<b>Information</b>	Data (electronic, paper, etc.) which holds value to the organization
<b>Information Security</b>	The safeguarding of information against unauthorized disclosure
<b>Information Technology</b>	The hardware and software operated by an organization that processes information on behalf of its stakeholders in order to accomplish a function of the organization
<b>Integrity</b>	The accuracy, completeness, and validity of information in accordance with organizational values and expectations
<b>Interference</b>	The degradation of a communication signal, which may slow a transmission or eliminate it
<b>Logging</b>	The recording of data and events for the purpose of auditing access to systems and services
<b>Malware</b>	Software designed to compromise the confidentiality, availability, or integrity of the system in which it is executed, including computer viruses and worms
<b>Misuse</b>	The accidental or deliberate (abuse) use of privileges which results in a threat to the confidentiality, availability, or integrity of information
<b>Mitigation</b>	The introduction of safeguards to counter a potential or actual incident
<b>NetID</b>	The most common account type at Kennesaw State University; short for "Network Identification"
<b>Network</b>	An integrated, communicating aggregation of computers and peripherals linked through communication facilities

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<b>Network Access</b>	Connectivity which includes the backbone network, all local area and wireless networks, as well as telephone networks
<b>New Server</b>	A server which has recently been installed and hardened but has not entered into production status due to pending system scans or firewall rule requests
<b>Open Computer Lab</b>	A Kennesaw State University lab with computing resources available in an open environment, including, but not limited to, labs which are available for use by students, alumni, staff, and faculty and may be used for regularly scheduled instructional courses
<b>Password</b>	A word or string of characters that authenticates a user, a resource, or an access type
<b>Payment Card Industry (PCI) Data Security Standard (DSS)</b>	Information Security framework implemented by the PCI Council to ensure and enhance the privacy and security of credit card data
<b>Personally Identifiable Information</b>	Information that can be used to distinguish or trace an individual's identity, either alone or when combined with other personal or identifying information that is linked or linkable to a specific individual
<b>Physical Security</b>	An aspect of information security that addresses the design, implementation, and maintenance of countermeasures that protect the physical resources of an organization, including various locks, fire suppression devices, and video cameras
<b>Privacy</b>	The condition of inaccessibility as it relates to personally identifiable information
<b>Process (data)</b>	State of data in which it is being manipulated/changed by an individual, system, or application
<b>Public Space</b>	Any property under control of the University, including, but not limited to, buildings, entrances, exits, lobbies, corridors, library shelving areas, loading docks, special storage areas, laboratories, bookstores, cashier windows, circulation desks, athletic facilities, leased properties, or help desks
<b>Remote Access</b>	The ability to remotely connect into a computer via a service running on the device, versus physically at a console
<b>Safeguard</b>	Protective measures prescribed to meet the security requirements (i.e., confidentiality, integrity, and availability) of an information system, which also are known as security controls or countermeasures and may include technology features, management constraints, awareness training, physical security, and personnel security
<b>Safety and Security Function</b>	Protection of buildings and physical grounds; monitoring and recording restricted access transactions at entrances to buildings and other areas; verification of security alarms, intrusion alarms, exit door and gate controls, or panic and holdup alarms; monitoring transit stops, parking areas, public streets, driveways, walkways, vehicle intersections, and vending areas; etc.
<b>Security Breach</b>	See "compromise"

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<b>Security Controls</b>	See “safeguard”
<b>Sensitive Information</b>	Information maintained by a USG organization that requires special precautions to protect from unauthorized use, access and disclosure guarding against improper information modification, loss or destruction. Sensitive information is not exempt from disclosure under the provisions of the Open Records Act or other applicable state or federal laws but is not necessarily intended for public consumption.
<b>Server</b>	A physical or virtual device which carries out some task (i.e., provides a service) on behalf of yet another piece of software called a client, including, but not limited to, network-aware devices (SNMP, SMB, etc.), web servers, proxy servers, file servers, print servers, and email servers
<b>Service</b>	A specific functionality offered or hosted by a server that may, or may not, be hosted locally
<b>Social Media</b>	Media for social interaction using highly accessible and scalable communication techniques; the use of web-based and mobile technologies to turn communication into interactive dialogue (Kennesaw State University recognizes that online communication tools increasingly serve as channels for direct interaction with students, stakeholders, the public, the media, and supporters of the university. The organization’s commitment to transparency and collaboration encourages open and responsible communication by employees, and other university representatives by employing the use of social media providing such communications are professional, ethical and accurate, and adhere to the current campus policies for IT acceptable use, security, and copyright/fair use. Students enrolling at Kennesaw State University assume a responsibility to abide by the University’s Student Code of Conduct.)
<b>Store (data)</b>	State of data in which it is not in use but is in storage on media, including, but not limited to, hard drives, backup tapes, USB Drives, or optical media
<b>Tablet Computer</b>	Mobile computer that can execute programs, has internet syncing/browsing capability, and is integrated with a flat touch-screen interface display, including, but not limited to, palmtop, Apple iPad, or Android tablet, such as a Motorola Xoom and Dell Streak
<b>Technology Classroom</b>	A classroom with individual computing resources available to most of the students in the class that are used for scheduled instructional courses.
<b>Transmit (data)</b>	State of data while it is in route between a server and a client
<b>Un-cataloged Server</b>	A server which is not included in the ongoing vulnerability scans, the upcoming risk assessment database, or does not have a documented Administrator

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<b>Unrestricted/Public Information</b>	Information maintained by a USG organization that is not exempt from disclosure under the provisions of the Open Records Act or other applicable state or federal laws. Some level of control is required to prevent unauthorized modification or destruction of public information.
<b>User</b>	Individuals who have been granted access to specific information assets, including, but not limited to, faculty, staff, trainees, students, vendors, volunteers, contractors, or other affiliates of the institution
<b>Username</b>	A unique alpha-numeric identifier associated with a specific user
<b>Video Monitoring Equipment</b>	Any and all systems, including, but not limited to, cameras, servers, storage devices, media, and reporting points, that are utilized in the surveillance of public spaces with the intention to capture criminal activity and due to federal and state regulations regarding evidence handling, are required to be centrally managed by the Department of Public
<b>Virtual Private Network</b>	A private network which uses encryption and authentication to create a secure channel over untrusted networks
<b>Vulnerability</b>	A weakness in a system which can be exploited to violate the system's intended behavior relative to safety, security, reliability, availability, integrity, etc.