



University of Perpetual Help System Laguna

City of Biñan, Laguna, Philippines, 4024

Vision

The UPHS is a premiere University that provides unique and innovative educational processes, contents, end-results for the pursuit of excellence in academics, technology, and research through community partnership and industry linkages.

The University takes the lead role as catalyst for human resource development, and continue to inculcate values as way of strengthening the moral fiber of the Filipino individuals proud of their race and prepared for exemplary global participation in the realm of arts, sciences, humanities, and business.

It sees the Filipino people enjoying quality and abundant life, living in peace and building a nation that the next generation shall be nourishing, cherishing and valuing.

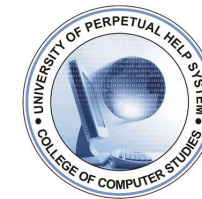
Mission

*The UPHS is dedicated to the development of the Filipino as a Leader. It aims to **graduate dynamic students** who are physically, intellectually, socially, spiritually committed to the **achievement of the best quality of life.***

*As a system of services in health and education, the UPHS is dedicated to the **formation of Christian services and research oriented professional and leaders in quality education and health care.***

*It shall produce Perpetualites who outstandingly value the virtues of **reaching out and helping others** as vital ingredients to nation building.*

Course Title:	Date Effective:	Date Revised:	Committee Members:	Approved by:	
BIT2105 Social and Professional Issues	1st semester AY 2021 - 2022	August 2021	Ma. Eliza D. Mapanoo, DIT	Acting Dean	Page 1 of 10



Program Educational Objectives

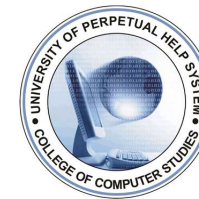
1. Skilled in advanced system management and administration for organized flow of operations.
2. Researchers in the field of computing technology.
3. Demonstrate organizational communication for effective human relations.
4. Extends entrepreneurial knowledge and skills in computing services to generate opportunities for the community.
5. Value the importance of continuing educational opportunities.

Student Outcomes

- a. Apply knowledge of computing, science, and mathematics appropriate to the discipline
- b. Understand best practices and standards and their applications
- c. Analyze complex problems, and identify and define the computing requirements appropriate to its solution
- d. Identify and analyze user needs and take them into account in the selection, creation, evaluation and administration of computer-based systems
- e. Design, implement, and evaluate computer-based systems, processes, components, or programs to meet desired needs and requirements under various constraints
- f. Integrate IT-based solutions into the user environment effectively
- g. Apply knowledge through the use of current techniques, skills, tools and practices necessary for the IT profession
- h. Function effectively as a member or leader of a development team recognizing the different roles within a team to accomplish a common goal
- i. Assist in the creation of an effective IT project plan
- j. Communicate effectively with the computing community and with society at large about complex computing activities through logical writing, presentations, and clear instructions
- k. Analyze the local and global impact of computing information technology on individuals, organizations, and society
- l. Understand professional, ethical, legal, security and social issues and responsibilities in the utilization of information technology
- m. Recognize the need for and engage in planning self-learning and improving performance as a foundation for continuing professional development

COURSE SYLLABUS

Course Title:	Date Effective:	Date Revised:	Committee Members:	Approved by:	
BIT2105 Social and Professional Issues	1st semester AY 2021 - 2022	August 2021	Ma. Eliza D. Mapanoo, DIT	Acting Dean	Page 2 of 10



1. Instructor's Contact Information : Dr. Ma. Eliza D. Mapanoo, Faculty , College of Computer Studies
Email address: mapanoo.eliza@uphsl.edu.ph

2. Course Code : BIT2105

3. Course Title : Social and Professional Issues

4. Course Description : This course provides an introduction social and professional issues. It covers legal, social, ethical and professional issues involved in the utilization of computer technology and the adaption of the appropriate professional ethical and legal practices both in the local and global community.

5. Course Introduction : Continuous development of Innovative Technological Environment lead to several social issues due to different stakeholders preferences, culture, tradition, values and laws. Understanding social, legal, ethical issues and frameworks in accessing and assessing social issues is an important matter. This course examine the role of information technology and its components as to how it changes the world, how professional ethical standard can protect and prevent danger and do decision making beneficial to all.

6. Expectations : Upon completing the course, learners are expected to (1) identify and explain relevant legal provisions in designing, developing, implementing and licensing information system (2) Identify social and professional responsibilities of IT Developer, IT Specialists, IT Engineer, It Indexer / Librarian and Data Encoder and (3) Reflect an IT and CS professional behavior.

7. Prerequisite(s) : none

8. Credit : 3

9. No. of Hour(s) : 3 hrs / week

10. Course Coverage

Course Title:	Date Effective:	Date Revised:	Committee Members:	Approved by:	
BIT2105 Social and Professional Issues	1st semester AY 2021 - 2022	August 2021	Ma. Eliza D. Mapanoo, DIT	Acting Dean	Page 3 of 10



Commented [mem1]: (1) Subject Handled this semester : BIT2105 (Social and Professional Issues)

Commented [mem2]: From the TPACK Framework – Mishra and Koehler (2006)
The Course Code, Course Title, Description and Introduction shows what is content and the knowledge that the course was offering to the learners.

Commented [mem3]: The expectation sections shows the Content Knowledge (PK) of TPACK framework – Mishra and Koehler (2006), this shows the expectations of Teacher to Learners completion of course.

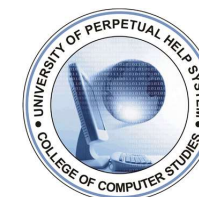
OBJECTIVES	TOPIC	INTENDED LEARNING OUTCOMES	STUDENT OUTCOMES													FLEXIBLE TEACHING AND LEARNING ACTIVITIES	ASSESSMENT TASKS	ALLOCATION OF TIME	
			a	b	c	d	e	f	g	h	i	j	k	l	m				
Define the basic concepts of ethics and its impact in business today	Module 1 – Introduction to Ethics	<ul style="list-style-type: none"> Define and discuss the many definition of ethics Explain the relationship of ethics, culture and tradition Identify and discuss the different ethical approaches 	✓	✓	✓	✓	✓										Live Lecture via Google Meet Forum Discussion (Ethical Standards)	Case Scenario Activity Multiple Quiz	1.5 hrs
Discuss the relationship of ethics and Information Technology	Module 2 - Introduction to Social Issues	<ul style="list-style-type: none"> Discuss Social Issues, its elements, structure and components Explain the importance of research in social issues 	✓	✓	✓	✓	✓										Live Lecture via Google Meet	Assignment (Essence of Research in Social Issues) Activity (Define the elements of Social Issue presented) Multiple Choice Quiz	1.5 hrs

Commented [mem5]: (A)From the Online Learning Model (Anderson 2011)
 •Case Scenario Activity (Assessment Task) shows Student Content Interaction. The learners interact by undertaking a learning task independently.

Commented [mem4]: This section shows the Pedagogical Knowledge of TPACK Framework, this section allows me have list of instructional strategies that I need to implement in order to achieve the Course expectation.

Commented [mem6]: Assignment (Assessment Task) shows that there are student to student interaction where communications between peers are open with the teacher present.

Course Title: BIT2105 Social and Professional Issues	Date Effective: 1st semester AY 2021 - 2022	Date Revised: August 2021	Committee Members: Ma. Eliza D. Mapanoo, DIT	Approved by: Acting Dean	Page 4 of 10
---	---	------------------------------	---	-----------------------------	-----------------



Explain Professional, Professionalism and Professional Issues	Module 3 – Professional issues	<ul style="list-style-type: none"> Discuss profession and professional ethics Identify and explain the features of professionals and profession. Explain professionalism Identify the impact of technology to social and professional issues 	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Live Lecture via Google Meet Offline Discussion using Forum	Multiple Choice Quiz Reflection – Essay (Impact of Technology and its corresponding Issues)	4.5 hours
Analyze different mechanism in preventing Unethical Manner.	Module 4 – Ethics and Profession	<ul style="list-style-type: none"> Discuss professionalism and ethical responsibilities Discuss professional decision-making process 	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Live Lecture via Google Meet Forum Discussion	Case Scenario Activity Multiple Choice Quiz	3 hrs	
Discuss issues arises among IT Workers	Module 5 – Ethics for IT Workers	<ul style="list-style-type: none"> Distinguish a professional from other kinds of workers Discuss the factors which transform the professional services industry Identify the relationships must an 	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Live Lecture via Google Meet Forum Discussion	Case Scenario-Activity Multiple Choice Quiz	1.5 hrs		

Commented [mem7]: (B)From the Multimodal Mode of Online Education (Picciano 2017)
 •Reflection (Assessment Task) allow learners to share their insight on what they have learn through research or readings.

Course Title: BIT2105 Social and Professional Issues	Date Effective: 1st semester AY 2021 - 2022	Date Revised: August 2021	Committee Members: Ma. Eliza D. Mapanoo, DIT	Approved by: Acting Dean	Page 5 of 10
--	---	------------------------------	---	-----------------------------	--------------



		IT worker manage and its key ethical issues.																					
Discuss issues arises among IT users	Module 6 – Ethics for IT Users	<ul style="list-style-type: none"> • Discuss the relationships of IT users and workers • Explain the role of certification to IT Workers and Users • Discuss the different IT Malpractice 	✓	✓	✓	✓	✓	✓					✓	✓	✓				Live Lecture via Google Meet	Multiple Choice Quiz			
PRELIM EXAMINATION																							
Discuss System Administration and Operational Ethics in relation to computer network architecture	Module 7 – System Administration and Operations	<ul style="list-style-type: none"> • Discuss common dilemmas of network administrators • Identify different system architecture • Discuss ethical responsibility of System Administrator. 	✓	✓	✓	✓	✓	✓					✓	✓	✓				Live Lecture via Google Meet	Case Scenario Activity	6 hrs		
Create a simple Audit Risk Document	Module 8 – Audit	<ul style="list-style-type: none"> • Identify the different It Audit Bodies International and Local 	✓	✓	✓	✓	✓	✓					✓	✓	✓				Live Lecture via Google Meet	Case Scenario Activity	3 hrs		

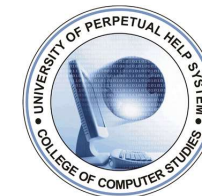
Commented [mem8]: From the Multimodal Model for Online Education, Evaluation or term assessment was given to the students.

Course Title: BIT2105 Social and Professional Issues	Date Effective: 1st semester AY 2021 - 2022	Date Revised: August 2021	Committee Members: Ma. Eliza D. Mapanoo, DIT	Approved by: Acting Dean	Page 6 of 10
--	---	----------------------------------	---	---------------------------------	--------------



		<ul style="list-style-type: none"> Discuss different control mechanism 														Multiple Choice - Quiz	
Discuss different various points of view and corresponding ethical issues of vulnerability disclosure	Module 9 – Vulnerability Disclosure	<ul style="list-style-type: none"> Identify the differences and similarities of handing public and private disclosures Learn to distinguish public and private disclosures. 	✓	✓	✓	✓	✓	✓				✓	✓	✓	Live Lecture via Google Meet	Case Scenario Activity Multiple Choice - Quiz	3 hrs
Learn different tools in handling emails and become a good postmaster	Module 10 – Digital Postmaster and Email Scams	<ul style="list-style-type: none"> Identify different tools in Sending emails Define different issues in Email and Scams and how to handle it 	✓	✓	✓	✓	✓	✓				✓	✓	✓	Live Lecture via Google Meet	Case Scenario Activity Multiple Choice - Quiz	6 hrs
MIDTERM EXAMINATION																	
Discuss Philippine Data Privacy 2012	Module 11 – Information Security and Data Officers	<ul style="list-style-type: none"> Discuss Data Privacy Act of 2012 Identify the roles and responsibility of IT Security and IT Officers 	✓	✓	✓	✓	✓	✓				✓	✓	✓	Live Lecture via Google Meet	Case Scenario Activity Multiple Choice - Quiz	3 hrs

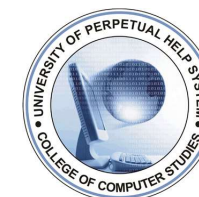
Course Title:	Date Effective:	Date Revised:	Committee Members:	Approved by:	
BIT2105 Social and Professional Issues	1st semester AY 2021 - 2022	August 2021	Ma. Eliza D. Mapanoo, DIT	Acting Dean	Page 7 of 10



Discuss different ethical programmers and analyst encounter	Module 13 – Programmers and Systems Analysts	<ul style="list-style-type: none"> Identify the different roles and responsibilities of system analyst and programmers Define the four phases of software / application development 	✓	✓	✓	✓	✓	✓							Live Lecture via Google Meet	Case Scenario Activity Multiple Choice - Quiz	3 hrs
Discuss the different techniques implemented by Database Administrator in handling data.	Module 14 – Database Administration	<ul style="list-style-type: none"> Define the three Database Administration Roles and Responsibilities Identify the different ethical dilemma in database administration 	✓	✓	✓	✓	✓	✓							Live Lecture via Google Meet	Case Scenario Activity Multiple Choice - Quiz	3 hrs
Create a simple Contractor and Consultant MOA	Module 15 – Ethics and Contractors / Consultants	<ul style="list-style-type: none"> Discuss responsibility of contractors and consultants 	✓	✓	✓	✓	✓	✓							Live Lecture via Google Meet	Case Scenario Activity Multiple Choice - Quiz	3 hrs
Final Examination																	

7. Course Evaluation :
CLASS STANDING

Course Title: BIT2105 Social and Professional Issues	Date Effective: 1st semester AY 2021 - 2022	Date Revised: August 2021	Committee Members: Ma. Eliza D. Mapanoo, DIT	Approved by: Acting Dean	Page 8 of 10
---	---	------------------------------	---	-----------------------------	-----------------



Class Standing	66.70%
<ul style="list-style-type: none"> • Project / Case Study 40% (Reflective Writing, Essays, Oral Presentation) • Quiz / Case Scenario40% • Google Meet participation, Assignment, Forum..... 20% (Students must response to teacher – poster forums, reflections and other class readings) 	
Major Exam	33.30%

	100%

Term Grade = ((2 * CS) + ME) / 3

Average Grade = (Prelim Grade x 30%) + (Midterm Grade x 30%) + (Final Grade x 40%) (Lecture/Laboratory)

8. Textbooks : Meyers, Christopher (2018). *The Professional Ethics*. John Wiley & Sons

9. References : In order to keep current with the constantly changing field of computer security and information assurance, several supplemental reading will be assigned throughout the semester

10. Course Materials Made Available:
- Lecture in Moodle (Learning Management System)
 - Professional Ethics Module

11. Policies
- Google Meet will be used as the primary platform in every class; thus all students are advised to access google meet link for each course at <https://lmsbinan.uphsl.edu.ph/moodle/course/view.php?id=11025>. **Login** using your @uphsl.edu.ph account.
 - In attending Google Meet

Course Title:	Date Effective:	Date Revised:	Committee Members:	Approved by:	
BIT2105 Social and Professional Issues	1st semester AY 2021 - 2022	August 2021	Ma. Eliza D. Mapanoo, DIT	Acting Dean	Page 9 of 10



Commented [mem9]: For the TPK of TPACK framework, for every course we are teaching in each given program, we are asked to create a Module (Handbook/Workbook) and a presentation slide to be uploaded in Moodle.

The LMS that we used is divided into 3 sections, (1) Google Meet, where link was given to the student to attend live session
 (2)The Lecture section where students can download the lessons and join forum / chat room
 (3)Assessment Section where activity, project, assignment was posted.

1. Students have an option either to open their camera or not, when opening a camera,
- b. To uphold delivery of quality instructions, the class may also add online platform and applications such as email and FB messenger for communications.
- c. Requirements submission must be done only in Moodle. Submissions must be done on time. Failure to submit assignment is equivalent to a grade of 50 or 0.
- d. No special examination will be administered unless an excuse letter from parent/guardian or medical certificate noted by the guidance counsellor and class adviser is presented.
- e. Attendance will be checked every meeting, either via apps or done personally by professor. A student must complete 85% of the session in order to be given credit for attendance.

12. Classroom Policy on Data Protection

I. Attending Classes in Google Meet

- Stay alert during online classes, especially when sharing videos, photos and files.
- Use Customized background to avoid accidental disclosure of personal information.
- Muting the microphone and turning off the camera when not speaking or reciting.
- Turning off the microphone and camera when leaving one's station (e.g. Bathroom breaks).
- Do not spam the chat.
- Opening of webcam is optional during online classes.
- Posting of Google Meet Discussion in any social media is prohibited.
- In participating in an online discussion, raise your virtual hand and wait for the call.

II. Requirements Submission

- Sending assignments, projects and other requirements to teacher via social media is prohibited.

III. During Assessment

- Do not give online links, passwords, and or instructions to people who are not in the class.

Course Title:	Date Effective:	Date Revised:	Committee Members:	Approved by:	
BIT2105 Social and Professional Issues	1st semester AY 2021 - 2022	August 2021	Ma. Eliza D. Mapanoo, DIT	Acting Dean	Page 10 of 10

