Republic of the Philippines
UNIVERSITY OF ANTIQUE
Tario-Lim Memorial Campus
Tibiao, Antique

College of Computer Studies
BACHELOR OF SCIENCE IN COMPUTER SCIENCE

Syllabus in Social Issues and Professional Practices (PROFI 1)
(Effective 1ST Semester 2021 -2022)

Vision
A leading university in science and technology by 2022.

Mission
The University shall provide quality, relevant, and responsive scientific, technological and professional education and advanced training in different areas of specialization; and shall undertake research and extension services in support to socio-economic development of Antique, the Filipino nation, and the global community.

Attributes of UA Graduates:

Universally **A**chieving

- Professionals imbued with high personal integrity and commitment
- Research – oriented innovators and lifelong learners;
- Intellectuals with strong nationalistic, environmental, cultural, and artistic sense;
- Development – driven leaders and socially responsible change agents; and
- Execellent workers with high technological and technical expertise.

CURRICULUM MAP

The graduate of the Bachelor of Science in Computer Science /of this program should have developed the ability to:

PROGRAM OUTCOMES	LEVEL OF ARTICULATION IN THE COURSE
(**CS 01**)Apply knowledge of computing fundamentals, knowledge of a computing specialization, and mathematics, science, and domain knowledge appropriate for the computing specialization to the abstraction and conceptualization of computing models from defined problems and requirements.	
(**CS 02**)Identify, analyze, formulate, research literature, and solve complex computing problems and requirements reaching substantiated conclusions using fundamental principles of mathematics, computing sciences, and relevant domain disciplines.	
(**CS 03**)An ability to apply mathematical foundations, algorithmic principles and computer science theory in the modeling and design of computer based systems in a way that demonstrates comprehension of the trades offs involved in design choices.	
(**CS 04**)Knowledge and understanding of information security issues in relation to the design, development and used of information systems.	
(**CS 05**)Design and evaluate solutions for complex computing problems, and design and evaluate systems, components, or processes that meet specified needs with appropriate consideration for public health and safety, cultural, societal, environmental considerations.	
(**CS 06**)Create, select, adapt and apply appropriate techniques, resources and modern computing tools to complex computing activities, with an understanding of the limitations to accomplish a common goal.	
(**CS 07**)Function effectively as an individual and a member or leader in diverse teams and in multidisciplinary settings	ENABLING COURSE
(**CS 08**)Communicate effectively with the computing community and with society at large about computing activities by being able to comprehend and write effective reports, design documentation, make effective presentations, and give and understand clear instructions.	ENABLING COURSE
(**CS 09**)The ability to recognize the legal, social, ethical and professional issues involved in the utilization of computer technology and be guided by the adoption of appropriate professional, ethical and legal practices.	ENABLING COURSE

(**CS 10**)Recognize the need, and have the ability, to engage in independent learning for continual development as a computing professional	ENABLING COURSE
(**CS 11**)Preserve and promote "Filipino historical and cultural heritage".	
(**I001**)Professionals imbued with high personal integrity and commitment	ENABLING COURSE
(**I002**)Research – oriented innovators willing to contribute for the development	
(**I003**)Intellectuals that show patriotism and love for the country, concern to the environment, respect to the cultural and artistic sense.	ENABLING COURSE
(**I004**)Development – driven leaders and socially responsible change agents	ENABLING COURSE
(**I005**)Excellent workers with high technological and technical expertise.	INTRODUCTORY COURSE

Course Information

Course Code: PROFI 1 **Course Title**: SOCIAL ISSUES AND PROFESSIONAL PRACTICES

Course Description: The course introduces important considerations relating to ethical and professional issues. It introduces students to ethical issues such as property rights, freedom of expression and privacy, and concepts such as free and open source software, rules of netiquette, and Professional Codes of Conduct. It also equips students with tools for critical reasoning in order to construct and analyze ICT policy arguments and evaluate the ethical components in ICT case studies, as a socially accountable person in the context of your organization, community and country.

Pre requisite: None

Co requisite : None

Credit Units : 3 units

Lecture : 3 hours per week

Teaching-Learning Matrix:

PROGRAM OUTCOMES	PERFORMANCE INDICATOR	INTENDED LEARNING OUTCOME (ILO)	COURSE TOPICS	REFERENCES & RESOURCES	OUTCOMES –BASED TEACHING AND LEARNING (OBTL)	ASSESSMENT OF LEARNING OUTCOMES (ALO)	Time Allotment	
							Lec	Lab
The ability to recognize the legal, social, ethical and professional issues involved in the utilization of computer technology and be guided by the adoption of appropriate professional, ethical and legal practices.	• Develop a video utilizing IT considering the professional, ethical, legal, security and social issues.	ILO 1. At the end of the discussion, the student can; • To be oriented with the mission and goals of the University. • To be oriented of the objectives of the BSCS Program. • Define ethics and how it fits into philosophical thought • Create awareness about Morality and the various attempts by Western civilization to make sense of the ethical question "what is the good". • Analyze ethical and legal issues that arise in information technology to determine how to address them technically and ethically.	Orientation • UA Mission and Goals • Objectives of the College of Computer Studies • Course Syllabus • Overview of Ethics ✓ provides an introduction to ethics and discusses the philosophical approaches to ethical decision making, and suggests a model for ethical decision making *Value Focus – Respect* • Brief Introduction to Morality, Attitudes and Values ✓ takes a look at basic ethical theories throughout history and how they impact present views	University Manual Ref. A. 1 Ref. A. 2 Ref. A.3 Ref. B.1 Ref. B.2 Ref. B.7 RTL Eskuela Learning Management System	1.Remote Learning 2. Independent Study 3. Virtual Discussion	❖ Forums /Discussions ❖ Case Scenarios ❖ Essay ❖ Online Activity/Assignments ❖ Case Studies ❖ Multimedia Presentation ❖ Virtual Recitation ❖ Online Quiz	15	

Function effectively as an individual and a member or leader in diverse teams and in multidisciplinary settings	• Develop and dessiminate advocacy ad to influence netizen in proper use of computer crime • Develop advocacy ad and upload online the campaign	• Define the meaning of profession and how it is used in I.T. field. • Discuss the different IT Professional Malpractice • Identify the different computer incidents which are so prevalent. • Differentiate computer crime to internet crime • Discuss the different types of exploits. • Enumerate and define types of perpetrators. • Argue the pros and cons of the design and implementation of the computing solutions in various organizations. • Discuss different steps to implement a trustworthy computing environment.	• Ethics for IT Professionals and IT Users ✓ explains the importance of ethics in business relationships of IT professionals and discusses the roles that certifications and licensing play in legitimizing the standards of IT professionals • Computer and Internet Crime ✓ provides a classification of computer crimes and their perpetuators, explains how to respond to security incidents and how to improve security measures *Value Focus – Awareness, Concern for others* *Gender Integration: Both men and women were given the same activities*	Ref. A. 1 Ref. A.3 Ref. B.3 Ref. B. 4 Ref. B.6 Ref. B.7 RTL Eskuela Learning Management System	1.Remote Learning 2. Independent Study 3. Virtual Discussion	❖ Forums /Discussions ❖ Online Activity/Assignments ❖ Case Studies ❖ Multimedia Presentation ❖ Virtual Recitation ❖ Online Quiz	12	

Knowledge and understanding of information security issues in relation to the design, development and used of information systems.	• Conduct a seminar on how to be a ethical netizen or user in digital world	• Define the meaning and scope of privacy. • Discuss the key privacy and anonymity issues • Discuss the freedom of expression: Key Issues such as controlling access to information on the Internet, anonymity on the Internet, defamation and hate speech, corporate blogging and pornography	• Privacy, Data Security and Freedom of Expression ✓ address issues raised by the growing use of the internet as a means for freedom of expression, and examines how the ease and anonymity with which internet users communicate can pose problems for people who might be adversely affected. *Value Focus - Concern for others*	Ref. A. 3 Ref. A.4 Ref. B.5 Ref. B.6 Ref. B.7 RTL Eskuela Learning Management System	1.Remote Learning 2. Independent Study 3. Virtual Discussion	❖ Forums /Discussions ❖ Online Activity/Assignments ❖ Case Studies ❖ Multimedia Presentation ❖ Virtual Recitation ❖ Online Quiz ❖ Individual ❖ Online Quiz and Midterm Exam	7	
Communicate effectively with the computing community and with society at large about computing activities by being able to comprehend and	• Create mechanism considering Laws in designing IT project plan.	• Explain the rules of todays netiquette in the net. • Discuss how to avoid the dangers of the internet. • Be responsible in the use of social networking sites	• Rules of Netiquette ✓ Netiquette covers not only rules of behavior during discussions but also guidelines that reflect the unique electronic nature of the medium	Ref. A. 1 Ref. A.3 Ref. A.5 Ref. B.2 Ref. B.7 Ref. B.9 RTL	1.Remote Learning 2. Independent Study 3. Virtual Discussion	❖ Forums /Discussions ❖ Online Activity/Assignments ❖ Case Studies ❖ Multimedia Presentation ❖ Virtual Recitation	10	

write effective reports, design documentation, make effective presentations, and give and understand clear instructions.			*Value Focus – Respect, Awareness* *Gender Integration: Both men and women were given the same activities*	Eskuela Learning Management System		❖ Online Quiz		
Recognize the need, and have the ability, to engage in independent learning for continual development as a computing professional	• Create ways to manage the impact (positive or negative) of IT	• Discuss different Issues regarding I.T. and its effect on the standard of living and worker productivity. • Explain the Impact of I.T. on Quality of life	• The Impact of IT on productivity and Quality of Life ✓ examines the effect that information technology has on the standard of living and worker productivity; also discusses the digital divide *Value Focus – Respect, Awareness*	Ref. A.1 Ref. A.2 Ref. A.4 Ref. B.6 Ref. B.7 Ref. B.8 RTL Eskuela Learning Management System	1. Remote Learning 2. Virtual Discussion 3. Independent Study	❖ Forums /Discussions ❖ Online Activity/Assignments ❖ Case Studies ❖ Multimedia Presentation ❖ Virtual Recitation ❖ Online Quiz ❖ Final Examination	10	

References:

A. Textbooks

[1] Brinkman II and Sanders. (2017). Computer Ethics, Cengage Learning Asia Pte Ltd.

[2] DesJardins Joe & Hartman, Laura P. (2016). Business Ethics, 2nd Edition, McGraw-Hill Companies, Inc.

[3]Kenneth Himma, Herman T. Tavani. (2017). The Handbook of Information and Computer Ethics.

[4] Reynolds, George. (2016). Ethics in Information Technology, 3rd Edition, Course Technology, Cengage Learning, Boston, USA.

[5] Roa, Floriano C. (2011). Business Ethics and Social Responsibility, 2nd Edition, Rex Book Store, Inc. (RBSI).

B. Online Resources

[1]Technopedia.(2020).Computer Ethics. https://www.techopedia.com/definition/5499/computer-ethics / July 1, 2020

[2]Mike Reed. (2019). Flame Warriors. http://www.flamewarriorsguide.com/Abril 23, 2019

[3]Vicky Ngo-Lam. (2019). Information Security/Cybercrime. https://www.exabeam.com/information-security/cyber-crime/December 24, 2019

[4] Grant Gross. (2018).The cost of cybercrime. https://www.internetsociety.org/blog/2018/02/the-cost-of-cybercrime/Februay 23, 2018

[5]Forbes Technology Council. (2018). Data privacy vs. Data Protection. orbes.com/sites/forbestechcouncil/data-privacy-vs-data-protection-understanding-the-distinction-in-defending-your-data/ December 19, 2018

[6]Daniel Anaman. (2018).Computer and Information Ethics. Retrieved from https://teachcomputerscience.com/

[7]Steve Vincent. (2016). Legal and Ethical Issues in Information Technology. https://stevevincent.info/ITS321index.html/ Last revised: 07/24/2016

[8] Guess Tamrakar.(2012). The impact of Technology on productivity and quality of life. https://prezi.com/co6gyacftoyh/the-impact-of-information-technology-on-productivity-and-quality-of-life/April 05, 2012

[9]Virginia Shea's. (2001) Retrieved from http://www.albion.com/netiquette/corerules.html

Grading System:

Final Grade = $\frac{[(\text{Midterm Grade})] + [(\text{Tentative Final Grade})]}{2}$

GRADING SYSTEM	
PART 1 (35%)	
Recitation/Participation	15%
Course Output	20%
PART II (65%)	
Quizzes	15%
Longtests	15%
Exam	35%
TOTAL	**100%**

COURSE POLICIES

As the university remains to be in online learning let us be reminded and guided by the following online learning guidelines/policies on data privacy.
Teachers must always consider the privacy, equity, and peculiarity among students when conducting online classes:

- **Privacy -** Students might feel uncomfortable displaying their living space to their peers. Students might also take a screenshot of their classmate's video feed which can cause cyberbullying and privacy issues.
- **Equity -** Not all students have reliable internet access. Some might have low bandwidth, cannot afford to stream videos, or have limited access to digital devices.
- **Peculiarity -** Some students might feel shy or anxious on camera, affecting their performance in class.

On the use of a Learning Management System

1. Where an educational institution has officially adopted a particular Learning Management System (LMS), all activities pertaining to online learning should, to the extent possible, be conducted via such a platform.
2. An announcement or posting that involves personal data (e.g., grades, results of assignments, etc.) should be made in a manner that only makes it viewable by its intended recipient/s. For instance, exam results should be given on an individual basis and not released en masse even if the students belong to the same class.
3. Downloading of personal data stored in the LMS should be kept to a minimum and/or limited to that which is necessary for online learning. Ideally, a policy should determine what is necessary for such purpose.

On the use of social media:

1. Posting or sharing personal data, such as photos and videos, on social media must have a legitimate purpose and be done using authorized social media accounts.
2. If personal data is posted on social media as a course requirement, such data's lifespan usually coincides with that of the course. Thus, once the course has concluded, it means the data's lifespan will have also elapsed. It must then be removed or deleted unless there is some other lawful basis for keeping it online.
3. Submissions via social media platforms are discouraged. Submissions should be sent directly to the appropriate teacher and not be made publicly available.

Virtual Classroom

In order for a virtual classroom session to be educationally effective for students, all students should abide by a standard set of rules. The following rules govern student conduct in the virtual classroom:

- Students' written and oral communications must be free of vulgar, belittling, or offensive language, or any other forms of bullying.
- Students must abide by rules, policies, and procedures established by the course instructor.
- Students who violate the virtual classroom rules of conduct will be warned by the instructor to correct the behavior and/or may be prohibited from communication with classmates for the rest of the session and/or longer depending on the infraction.

On the use of webcams and the recording videos of online discussions:

1. Opening of cameras during online learning is allowed.

2. Whenever possible, the use of webcams in synchronous online classes or sessions should be optional.
3. Teachers should let students decide whether they would turn on the cameras of their devices. They should be permitted to use virtual backgrounds and fun filters.

Forstudents

DOs

• Creating strong passwords when signing up on e-learning platforms. Passwords should be at least 12 characters containing upper- and lower-case letters, numbers, and, if possible, symbols.
• Staying alert during online classes, especially when sharing videos, photos, and files.
• Installing and regularly updating an anti-virus program.
• Muting the microphone and turning off the camera by default, especially when not speaking or reciting.

DON'Ts

• Connecting phones, laptops, and other gadgets to free or public Wi-Fi networks. (In unavoidable circumstances, ensure that the public network has a password and is not accessible to everyone.)
• Sharing submissions for an unlimited time.
• Sending assignments, projects, and other requirements to teachers via social media.
• Taking screenshots of the video feed of teachers and classmates.
• Spamming the chat.
• Giving out online links and their passwords to people who should not be in the class.

On the storage of personal data

1. Ideally, all personal data collected during the conduct of an online course should be stored in the LMS in order to ensure adequate data protection measures are in place. If they will be collected outside of the LMS, proper data protection and data governance policies should be developed for such purpose. These policies should preserve the confidentiality, integrity, and availability of the data.
2. Storing of personal data collected as part of the conduct of a class in a personal account or device should be avoided or at least kept to a minimum in order to minimize the risk of unauthorized use or access

COURSE REQUIREMENTS:

- ✓ Computer Skills: As a student enrolled in online or blended courses, you will need to have basic computer skills. You are expected to be able to
  - Open files in standard formats (e.g., MS Office documents, PDFs, and images) create, save, organize, and maintain digital files
  - Interact with the learning management system (LMS)/ Facebook Group or even in Group Chat
  - Create and edit videos, and knowledge of web browsing and searching
- ✓ Communication and Participation: In your online and blended courses, you are expected to be an active participant in the course. Even though you may not see your classmates and instructor, online and blended courses are designed to include discussion and other forms of collaboration and communication. You should be willing and ready to regularly communicate with classmates and instructors online. You will participate in weekly activities in your courses. You will need to log into your course and check your official University email account every week. Doing so will allow you to view announcements, participate in class activities, assignments, online discussions, and complete assessments. You are expected to complete all assignments, quizzes, tests, and any other activities by the end of the term.
- ✓ Do not hesitate to ask questions. You are strongly encouraged to contact your instructor if you have course related questions regarding course concepts, assignments, and feedback provided to you. It is recommended that you contact your instructor using the LMS well in advance of the due date. Also, your instructors have set aside specific times to be available for phone conferences or chat sessions if you need additional course-related support. When you have questions, please check if your instructor is available. Please note they may not be able to respond to every message immediately.
- ✓ Time Management: Managing your time is essential in online and blended courses. Successful students are very organized in the studies and take ownership of their own learning. A best approach is to set aside specific time each day to focus on your coursework and studies. Ideally, set that time to be the same time each day.
- ✓ Study Environment: Setting a consistent, familiar study environment is just as essential as managing your time. If possible, find a well-lit setting that is free of distraction. Schedule your course studies around those times you have access to your distraction-free environment. You may find that you'll make better use of your time.
- ✓ Technical Support: If you encounter technical support issues (e.g., LMS is unavailable, username and password are not working), you should immediately contact the Technical Support. In your communication with the Team, be sure to describe the nature of your problem with as much detail as possible so they can provide the best possible assistance. You are encouraged to first contact the Technical Support. If you are unable to login to the system, you can reach them via phone.