# unit 1

## Viết về các nguyên tắc đạo đức trong 1 công ty lập trình

Write a paragraph (120-140 words) about the rules and principles in a code of ethics in a technology company (list the rules/ principle, explain and give examples)

1. What are the rules and principles in a code of ethics?

2. How can you explain those?

3. What are examples of those?

4. How do the rules and principles influence your work?=>giống câu 6

5. How is the working environment you want to work?( I want to work in an environment where everyone is responsible for their work and obey to the code of ethics =>because it helps me be a responsible and ethical employee.)

6. Do you think they are important in your work?

﻿ All the technology companies have a code of ethics. Here are some principles in a code of ethics that IT professionals should follow.

First, respect intellectual property. This means you should apply for a patent, register for a trademark for your invention to protect your ownership. In addition, you are not allowed to plagiarism or duplicate others' source code.

Second, respect privacy and security. You should remember not to read your colleagues' emails and always keep your customers' personal information private.

Finally, comply with the law. Every company has rules that employees must follow. If you break those rules then you will be fired.

Therefore, you must be a responsible and ethical employee.

(câu 6)Code of Ethics is really important for all companies because it can help employees have honest behavior, and the environment you are working in becomes good.

## Viết cách đăng ký bản quyền trong IT

Write a brief instruction (120-140 words) to register a copyright in IT.

1. What are the files you need to have?

2. Where do you need to go to?

3. What steps do you do?

4. How much do you pay?

5. Do you think it is important to register copyright in IT? Why (not)?

Nowadays, technologies are growing rapidly, followed by the appearance of series of applications and software everyday. It is advisable to register a copyright for your invention as soon as your creative product is completed to protect the ownership of your work. To register a copyright, you need prepare some files including: an application form with your signature, certified copies of ID or passport and three original works,... Then, you bring all the documents to the copyright office of Vietnam and follow these steps. First, you fill in the register application form and file it with fee. The official fee for registration of copyrights depends on your specific work type. Once the payment is completed, your application form is attached to an application number which is also called diary number. Next, you will have to wait for 30 days for no objections. If there is no objection, the examiners of the copyright office examine your registration carefully. If there is no similarity found, your registration is approved. Finally, you are received an extract from Register Office and now everything is done. Copyright registration is really important because it not only helps prevent your work from dishonest behaviors such as plagiarizing or duplicating but protects your right and intellectual property.

# unit 2

## Mô tả các bước để phát triển phần mềm mà bạn biết

describe steps to develop a software you know well

1. What software do you want to describe?

2. What is this software used for?

3. How many steps are there?

4. What are the steps?

5. What notes do you need to consider? (if necessary)

Google chrome is a cross-platform web browser developed by Google used to access web pages on the Internet. There are 6 main steps to develop Google Chrome including planning, analysis, design, development, testing, maintenance. In the first step - planning, the developer gathers information from clients and built an overview of the software. The second step is analysis wherein the software is analyzed carefully to ensure that it would function properly at the end. Design is a super-important part of developing the software which basically builds the architecture of the software such as layout, interface, navigation,... The next step is development which is about writing code and converting design documentation into’the actual software within the software development process. The testing stage assesses the software for errors and bugs if there were any. Once the software passed through all the stages without any issues, a maintenance process is followed wherein it would be maintained and upgraded fromitime to time to adapt to changes. Google Chrome is the browser with billions of users. What should we do to make our software more accessible to users like Chrome does? Therefore, when developing software, developers should consider the usefulness and impression that the software brings to users, how to make it useful, outstanding and different from an ocean of software nowadays.

## Hội thoại các bước phát triển phần mềm

To exchange the steps of software development procedure

# unit 3

## Viết cách cài đặt phần cứng hoặc phần mềm trên máy tính

Write a paragraph to give instruction to install computer software or hardware

give instruction to install computer software or hardware

1. What computer software/ hardware do you want to install?

2. What is computer software/ hardware used for?

3. How many steps are there?

4. What are done in each step?

5. What notes/ cautions do you need to consider? (if necessary)

Google Chrome is a fast, free, and one of the most best-reviewed web browsers nowadays. It allows you to access the World Wide Web and run Web-based applications. You can easily install Google Chrome by just following four simple steps below. In the first step, open your computer's default web browser, go to ‘google.com/chrome’ to access the Google Chrome website. Once there, click on the blue box that says "Download Chrome." When the executable file has been downloaded, double click on this file to make the installation run. Nowyou just.need click on ‘Next’ and follow the onscreen instructions to complete the installations Finally, reboot ;your PC if prompted. Before you start to install Chrome, you must check if Chrome supports your operating system and your computer meets the minimum system requirement of the software. In addition, an Internet connection is compulsorily required during Google chrome installation, so always keep your computer stay connected to the Internet.

## Miêu tả quy trình bảo trì máy tính (bài nói)

describe a computer maintenance procedure (at least two components).

1. What computer components are maintained?

2. How often is each component maintained?

3. What activities are done in each component’s maintenance?

4. What is the most important step in maintenance procedure?

5. Why is the maintenance necessary?

Computer maintenance is very important for keeping your computer running smoothly and in top-tip shape. There are varieties of components that should be maintained including power supply, fan, heat sink, motherboard, hard drive, mouse, keyboard, monitor, ... Maintaining software is also crucial. The frequency of how often to clean your computer varies on the types of components. For internal components, every 6 to 12 months, you should use a compressed air to blow the dust out of the case or use a vacuum or a dry cloth to clean vents, power supply, hard drive, motherboard, heat sink and fan. For external components, every month, you should use a damp cloth to clean your monitor screen and remove dust/skin flakes from your keyboard and mouse. Remember to always keep the monitor, keyboard and mouse clean and away from liquids. For software, you must always have your firewall run. Additionally, it’s recommended to run antivirus and spyware scan, update the operating system, defragment the hard drive and run disk cleanup to delete unneeded files on a regular basis. The average life span of a computer is from 5 to 6 years; however, it can last 7 to 8 years when maintained properly. Thefefore, it’s really important to maintain your computer frequently to lengthen the lifespan of your devices and help you browse the web faster and more safely.