# 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?

5. How is the working environment you want to work?

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

﻿ All companies and businesses have a code of ethics to ensure professional behaviors for their employees. Each profession has its own ethical codes and so does Information Technology. Here are some rules and 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 or copyright for your invention to protect your ownership of that work. In addition, you are not allowed to plagiarize, reproduce or duplicate others' source code or some other IT-related works. Second, respect privacy and confidentiality. Computers are not designed to invade people's privacy. Respecting others is respecting you so remember not to read your colleagues' emails and always withhold your customers' personal information. Finally, obey the law. Every companies have specific guidelines that require employees to follow. Violating the law means you will be fined or even fired. Therefore, obey the law and be a responsible and exemplary employee. Code of ethics is really important for all companies because it can help employees work honestly and with integrity, which may create a more harmonious working environment.

## 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.