Unit 1: **about the rules and principles in a code of ethics in a technology company**

There are some rules and principles in the code of ethics in a technology company that they should follow. There are 3 rules and principles are:

1. What are the rules and principles in a code of ethics? // Các quy tắc và nguyên tắc trong quy tắc đạo đức là gì.
   * respect intellectual propertyrights ( tôn trọng quyền sở hữu trí tuệ),
   * respect the privacy of others ( tôn trọng quyền rieneg tư của người khác)
   * comply with the law in IT ( Tuan thủ pháp luật trong lĩnh vực CNTT)
2. How can you explain those? // Làm thế nào để giải thích nó?
   * First, respecting intellectual property rights means that you may not copy someone else's material**,** ideas, or copyrights.
   * Second, respect the privacy of others, each employee has their computer and privacy settings, do not use other people's computers without permission.
   * Finally, to comply with the law, every employee must obey the law and be a responsible role ( rô) model.
3. How do the rules and principles influence your work? // các quy tắc và nguyên tắc ảnh hưởng đến công việc như thế nào
   * rules and principles will help you to be more disciplined– kỉ luật) and responsible at work.
4. How is the working environment you want to work? // Môi trường bạn muốn làm việc như thế nào
   * In the future, I would like to work in a company with strict principles so that each individual is more conscious and responsible at work.
5. Do you think they are important in your work? // Bạn có nghĩ nó quan trọng trong công việc của bạn không.?
   * I think that the code of ethics in the workplace is very important because it creates a working environment with principles, honest and responsible employees as well as helps me to improve myself.

Uni1.2: **Write a brief instruction (120-140 words) to register copyright in IT. // Đăng kí bản quyền trong ngành cntt.**

1. What are the files you need to have? // Các tài liệu bạn cần chuẩn bị là gì

-> First, **You should prepare some files and documents sush as: application form, ID or passport and original works**

2. Where do you need to go to? // bạn cần đi đến đâu

-> You bring all the documents to the copyright office of VN.

3. What steps do you do? // Các bươc phải làm là gì

( There are three steps is)

-> First, you fill out the application form and pay the fee.

-> The next thing to do is 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 have received an extract from Register Office and now everything is done.

4. How much do you pay? // Bạn phải trả bao nhiêu tiền

-> The amount to be paid will be different for each type of work, usually from 3 to 6 hundred thousand dong

5. Do you think it is important to register copyright in IT? Why (not)? // Theo bạn việc đăng kí bản quyền có quan trọng không? Tại sao?

-> I thinks it is very important, because it helps you protect your rights and works.

Unit 2: **Write a paragraph (120-140 words) to describe steps to develop a software you know well. // Trình bày các bước phát triển 1 phần mềm**

1. What software do you want to describe? // Bạn muốn mô tả phần mềm nào

-> I want to describe Google chrome , which is a cross-platfrom web browser.

2. What is this software used for? // Phần mềm này dùng để làm gì?

-> It is used to access web pages on the Internet.

3. How many steps are there? // Có mấy bước?

-> There are 6 main step to develop Google Chrome include planning, analysis, design, development, testing, maintenance

4. What are the steps?// Các bước đó là gì

-> In the first step – planning, you will gather information from clients and build an overview of the software.

-> The second step is analysis, which is to analyze the features and functions that the software system needs to avoid errors.

-> Design ,it builds the basics of the software such as layout, interface. Disign using popular software like Rational Rose or Case Studio.

-> The next step is development, which is coding and converting design documents into the software using programming languages ​​like HTML, CSS, C, C#, Java...

( They are easy to use, object-oriented, and open-source languages. However, its security is not high, can be infected with viruses if not well secured.)

-> Testing is the evaluation of software, finding and fixing bugs if any

-> Software will be marketed and maintained regularly

5. What notes do you need to consider? (if necessary) // Những lưu ý nào bạn cần quan tâm? (nếu cần thiết ? )

-> Note that it is necessary to listen to customers' opinions and develop more perfect products in the future.

// Trình bày các bước phát triển một trò chơi di dộng

Currently, mobile game are growing and popular. There is 8 step to develop mobile games. First, you work on your idea. Second, you should ( I think, the most important step is to )create a story for your game, because a game with a good plot will be more appealin to players. Third, make it more addictivewith different levels of character. Besides, you need to identifythe key platforms for your mobile game. Next, create a stunning design such as a comic style with a 3d layout... Then you need to plan your game monetization strategy before you start going to market. After that, decide the main design tools and uponthe technology develop. Finally, choose the right developers who are experienced and suitable for your mobile game.

In the future, I want to be a tester. Because it helps to ensure software quality.

Unit 3: **Write a paragraph to** **give instruction to install computer software or hardware // Cài đặt phần mềm hoặc phần cứng**

1. What computer software/ hardware do you want to install? // bạn muốn cài đặt phần mềm, phần cứng nào.
   * I want to describe how to install Photoshop CC 2020.
2. What is computer software/ hardware used for? // Sử dụng để làm gì?
   * This is a popular and useful software for editing and creating effects photo.
3. How many steps are there? // Có bao nhiêu bước
   * There are 6 steps to install the photoshop
4. What are done in each step? // Những gì được thựuc hiện trong mỗi bước
   * First go to the app's home page and download the version 2020.
   * Second, extract the downloaded folder.
   * Thirdly, run file installer.exe by double click on its icon.
   * After, select the folder to store such as drive C, or D….
   * Then, follow the onscreen instructions to install program. The program is installed automatically.
   * Finally, after installing the photoshop, you need to reset your computer.
5. What notes/ cautions do you need to consider? (if necessary) // Lưu ý, cảnh báo mà bạn cần xem xét?
   * Note that, make sure your computer has enough memory and the right configurationto install Photoshop. ( That is, have at 4GB of RAM and Windows XP or higher operating system. )

Tại sao lại là phiên bản 2020: Because it is a version between the newer and older ones, more optimized than the old and less buggy than the new.

Unit 3.2: **Write a paragraph to describe a computer maintenance procedure (at least two components). // Quy trình bảo trì máy tính**

1. What computer components are maintained? // Những thành phần máy tính nào được bảo trì
   * Components that should be maintained are power supply, fan, heat sink, motherboard, hard drive, mouse, keyboard, monitor, or software computer.
2. How often is each component maintained? // Mức độ thương xuyên bảo trì mỗi thành phần
   * For internal components, such as (power supply, fan, heat sink, motherboard, hard drive, ) about 6 to 12 months
   * For external components, ( mouse, keyboard, monitor, ) about 1 to 2 months
3. What activities are done in each component’s maintenance? // Những hoạt động nào được thực hiện trong quá trình bảo trì

-> For internal components, you should use compressed air to blow the dust out of the case or use a vacuum to clean vents, power supply, hard drive, motherboard, heat sink, and fan.

-> For external components, every month, you should use a cloth to clean your monitor screen, keyboard, and mouse.

-> For software, you must always have your firewall running. Moreover, you should run an anti-virus software and update your operating system.

4. What is the most important step in maintenance procedure? // Bước quan trọng nhất trong quy trình bảo trì là?

* + The most important step is to run anti-virus software, as it helps protect your computer.

5.Why is the maintenance necessary?//Tại sao việc bảo trì là cần thiết?

-> Because it helps lengthen the lifespan of your devices and helps you browse the web faster and safer