 **UNIVERSITY OF LA SALETTE, INC.**

Santiago City, Isabela, Philippines

**COLLEGE OF INFORMATION TECHNOLOGY**

**COURSE LEARNING PLAN**

Second Semester, Academic Year 2024-2025

**Course Number : course\_number**

**Descriptive Title : descriptive\_title**

**Units : units**

**Contact Hours per Week : Contact\_hours\_per\_week**

**Type of Course : type\_of\_course**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Prepared and Submitted by: | Date Submitted: |  | Reviewed by: | Date Reviewed: |
| NAME,TITLE | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | NAME,TITLE | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| *Instructor* |  |  | *Program Coordinator* |  |

|  |  |
| --- | --- |
| Endorsed by: | Date Endorsed: |
| RAMONSITO B. ADDUCUL, DIT | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| *Dean, College of Information Technology* |  |

Approved by:

MADEILYN B. ESTACIO, Ph.D.

*Vice President for Academic Affairs*

**VISION**

The University of La Salette, Inc., a Catholic institution founded by the Missionaries of Our Lady of La Salette, forms RECONCILERS “so that they may have life, and have it to the full.” (John 10:10)

**MISSION**

The University of La Salette, Inc. is a premier institution of choice, providing accessible, quality, and transformative education for integral human development particularly the poor.

**CORE VALUES**

1. **FAITH-**The total submission to God’s call to Holiness to His will
2. **RECONCILIATION**-Constantly renewing our relationship with God, others and all creation through a life of prayer, penance and zeal
3. **INTEGRITY-**The courage and determination to live and to die for Salettinian ideals
4. **EXCELLENCE** – Upholding the highest standard of quality education and professionalism in the areas of instruction, research and extension
5. **SOLIDARITY** – Commitment to building a community anchored on mutual trust, confidence, teamwork, unity and respect for the dignity of the human person and creation

**CORE COMPETENCIES**

* Researched-Based Oriented Learning
* ICT-Integrated Learning
* Industry-Based Oriented Learning
* Oriented Toward Transformative Learning
* Oriented Toward Integrative Learning

**INSTITUTIONAL OBJECTIVES**

In keeping with its Philosophy, Vision and Mission, La Salette professes the following institutional objectives:

1. To foster a reconciled and reconciling community through spiritual upliftment programs and liturgical activities.
2. To sustain the quality assured education of the university through institutional and program accreditations, professional certification, and compliance with international standards for curricular programs and university management.
3. To provide accessible education through various modalities of learning.
4. To lead the academic community with strategic and transformative competencies in realizing the Vision, Mission and La Salette Philosophy of Education.
5. To develop and implement transformative teaching and learning experience through critical approach and values-based integration.
6. To undertake research on various disciplines and generate new knowledge needed for the advancement of the university as well as for the national development.
7. To realize ICT oriented learning by establishing the monitoring system to collect and review information needed to manage an organization or on-going activities of the university.
8. To provide industry experience through on-the-job-trainings, exposures, internship, immersion programs and linkages.
9. To provide a holistic curriculum that integrates instruction, extension, research, ICT, industry experience for both students and faculty.
10. To adopt an interdisciplinary approach by enhancing the institution’s interest in the understanding of the cultural reproduction and social integration and in spiritual and moral formation

**INSTITUTIONAL OUTCOMES**

*Having finished their academic degree at the University of La Salette, the graduates are expected to become:*

**Transformative Leaders**. Active involvement in their respective community and organization by championing the Salettinian ideals.

**Reconcilers.** Continue to communicate their Salettinian identity and culture through active involvements in the evangelizing ministry of reconciliation in their local communities, work-places and in social organizations.

**Industry Competent**. Demonstrate their readiness in the arena of and qualification for employment through the established link between theoretical aspect of the curriculum and its practical dimension as a result of their on-the-job trainings, exposures, internship, immersion programs and linkages with relevant industries or workplaces.

**Research-Oriented**. Keep abreast with current developments and trends in all relevant technical/professional knowledge areas for successful adaptation to a changing and complex world through continuing engagement in research projects to contribute to the humanization of the world in general, and to the reconciling effects on their relationships with God, with fellow human beings, with society and with nature.

**Information and Communication Technology Proficient**. Demonstrate contemporary skills applications as they offer innovative solutions in work situations through the employment of new technology and new ways of communication.

**Critical Thinkers**. Engage themselves in critical reflection and communicative discourses on uncritically assimilated assumptions, beliefs, value-system and diverse perspectives that need to be collaboratively addressed for an emancipatory and integral process of human growth and community building.

**Holistic Persons**. Demonstrate through their attitude, behavior and engagement a synthesis of faith and lived experience, of faith and science; synthesis of cognitive, affective and behavioral aspects of learning; synthesis of cultural and global concerns, and a synthesis of curricular and co-curricular programs.

**PROGRAM OUTCOMES**

*An IT graduate must acquire skill set that enables him or her to successfully perform integrative task including:*

|  |  |
| --- | --- |
| **CODE** | **BSIT PROGRAM OUTCOMES** |
| IT01 | Apply knowledge of computing, science and mathematics appropriate to the discipline |
| IT02 | Understand best practices and standards and their applications |
| IT03 | Analyze complex problems, and identify and define the computing requirements appropriate to its solution |
| IT04 | Identify and analyze user needs and take them into account in the selection, creation, evaluation and administration of computer-based systems |
| IT05 | Design, implement and evaluate computer-based systems, processes, components or programs to meet desired needs and requirements under various constraints |
| IT06 | Integrate IT-based solutions into the user environment effectively |
| IT07 | Apply knowledge through the use of current techniques, skills, tools and practices necessary for the IT profession |
| IT08 | Function effectively as a member or leader of a development team recognizing the different roles within a team to accomplish a common goal |
| IT09 | Assist in the creation of an effective IT project plan |
| IT10 | Communicate effectively with the computing community and with society at large about complex computing activities through logical writing, presentations and clear instructions |
| IT11 | Analyze the local and global impact of computing information technology on individuals, organizations and society |
| IT12 | Understand professional, ethical, legal, security and social issues and responsibilities in the utilization of information technology. |
| IT13 | Recognize the need for and engage in planning self-learning and improving performance as a foundation for continuing professional development |

**PROGRAM OUTCOMES AND THEIR RELATIONSHIP TO THE INSTITUTIONAL OUTCOMES**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CODE** | **BSIT PROGRAM OUTCOMES** | **INSTITUTIONAL OUTCOMES** | | | | | | |
| **T** | **R** | **I** | **R** | **I** | **C** | **H** |
| IT01 | Apply knowledge of computing, science and mathematics appropriate to the discipline | IT01\_T | IT01\_R1 | IT01\_I1 | IT01\_R2 | IT01\_I2 | IT01\_C | IT01\_H |
| IT02 | Understand best practices and standards and their applications | IT02\_T | IT02\_R1 | IT02\_I1 | IT02\_R2 | IT02\_I2 | IT02\_C | IT02\_H |
| IT03 | Analyze complex problems, and identify and define the computing requirements appropriate to its solution | IT03\_T | IT03\_R1 | IT03\_I1 | IT03\_R2 | IT03\_I2 | IT03\_C | IT03\_H |
| IT04 | Identify and analyze user needs and take them into account in the selection, creation, evaluation and administration of computer-based systems | IT04\_T | IT04\_R1 | IT04\_I1 | IT04\_R2 | IT04\_I2 | IT04\_C | IT04\_H |
| IT05 | Design, implement and evaluate computer-based systems, processes, components or programs to meet desired needs and requirements under various constraints | IT05\_T | IT05\_R1 | IT05\_I1 | IT05\_R2 | IT05\_I2 | IT05\_C | IT05\_H |
| IT06 | Integrate IT-based solutions into the user environment effectively | IT06\_T | IT06\_R1 | IT06\_I1 | IT06\_R2 | IT06\_I2 | IT06\_C | IT06\_H |
| IT07 | Apply knowledge through the use of current techniques, skills, tools and practices necessary for the IT profession | IT07\_T | IT07\_R1 | IT07\_I1 | IT07\_R2 | IT07\_I2 | IT07\_C | IT07\_H |
| IT08 | Function effectively as a member or leader of a development team recognizing the different roles within a team to accomplish a common goal | IT08\_T | IT08\_R1 | IT08\_I1 | IT08\_R2 | IT08\_I2 | IT08\_C | IT08\_H |
| IT09 | Assist in the creation of an effective IT project plan | IT09\_T | IT09\_R1 | IT09\_I1 | IT09\_R2 | IT09\_I2 | IT09\_C | IT09\_H |
| IT10 | Communicate effectively with the computing community and with society at large about complex computing activities through logical writing, presentations and clear instructions | IT10\_T | IT10\_R1 | IT10\_I1 | IT10\_R2 | IT10\_I2 | IT10\_C | IT10\_H |
| IT11 | Analyze the local and global impact of computing information technology on individuals, organizations and society | IT11\_T | IT11\_R1 | IT11\_I1 | IT11\_R2 | IT11\_I2 | IT11\_C | IT11\_H |
| IT12 | Understand professional, ethical, legal, security and social issues and responsibilities in the utilization of information technology. | IT12\_T | IT12\_R1 | IT12\_I1 | IT12\_R2 | IT12\_I2 | IT12\_C | IT12\_H |
| IT13 | Recognize the need for and engage in planning self-learning and improving performance as a foundation for continuing professional development | IT13\_T | IT13\_R1 | IT13\_I1 | IT13\_R2 | IT13\_I2 | IT13\_C | IT13\_H |

**COURSE INFORMATION**

|  |  |
| --- | --- |
| Course Code | course\_code |
| Course Title | course\_title |
| Course Description | course\_description |
| Pre-requisite | pre\_requisite |
| Co-requisite |  |
| Credit | credit |
| Contact Hours Per Week | contact\_hours\_per\_week |
| Class Schedule | class\_schedule |
| Room Assignment | room\_assignment |

**COURSE OUTCOMES AND THEIR RELATIONSHIP TO THE PROGRAM OUTCOMES**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **COURSE OUTCOMES** | PROGRAM OUTCOMES | | | | | | | | | | | | |
| IT01 | IT02 | IT03 | IT04 | IT05 | IT06 | IT07 | IT08 | IT09 | IT10 | IT11 | IT12 | IT13 |
| LO 1 Analyze different user populations with regard to their abilities and characteristics for using both software and hardware products | L012\_IT01 | L012\_IT02 | L012\_IT03 | L012\_IT04 | L012\_IT05 | L012\_IT06 | L012\_IT07 | L012\_IT08 | L012\_IT09 | L012\_IT10 | L012\_IT11 | L012\_IT12 | L012\_IT13 |
| LO2 Evaluate the design of existing user interfaces based on the cognitive models of target user |

**COURSE OUTLINE**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **TIME**  **FRAME** | **Learning Outcomes** | **Topic Outline** | **Methodology** | **Assessment** | **Learning Resources** |
| Week 1 | W1\_LO | W1\_TO | W1\_Method | W1\_Assesment | W1\_LR |
| Week 2 | W2\_LO | W2\_TO | W2\_Method | W2\_Assesment | W2\_LR |
| Week 3 | W3\_LO | W3\_TO | W3\_Method | W3\_Assesment | W3\_LR |
| Week 4 | W4\_LO | W4\_TO | W4\_Method | W4\_Assesment | W4\_LR |
| Week 5 | W5\_LO | W5\_TO | W5\_Method | W5\_Assesment | W5\_LR |
| Week 6  March 14-16, 2024 | W6\_LO | W6\_TO | W6\_Method | W6\_Assesment | W6\_LR |
| Week 7 | W7\_LO | W7\_TO | W7\_Method | W7\_Assesment | W7\_LR |
| Week 8 & 9 | W8\_LO | W8\_TO | W8\_Method | W8\_Assesment | W8\_LR |
| Week 10 & 11 | W1011\_LO | W1011\_TO | W1011\_Method | W1011\_Assesment | W1011\_LR |
| Week 12  April 25-27, 2024 | W12\_LO | W12\_TO | W12\_Method | W12\_Assesment | W12\_LR |
| Week 13 | W13\_LO | W13\_TO | W13\_Method | W13\_Assesment | W13\_LR |
| Week 14 & 15 | W1415\_LO | W1415\_TO | W1415\_Method | W1415\_Assesment | W1415\_LR |
| Week 16-17 | W1617\_LO | W1617\_TO | W1617\_Method | W1617\_Assesment | W1617\_LR |
| Week 18  June 5-8, 2024 | W18\_LO | W18\_TO | W18\_Method | W18\_Assesment | W18\_LR |

**COURSE REQUIREMENTS**

Examinations (Prelim, Midterm, Finals)

Module Activities

Quizzes

Completed Assessment Tasks

Submission of Completed Assignments

**GRADING SYSTEM**

The student’s grade is composed of:

1. Prelim Period

* Class Standing = 2/3 (Quizzes/ Assignments/ Recitations/ Seat Works/Laboratory exercises/ Requirements)
* Examination = 1/3
* Prelim Grade = CS + PE

1. Midterm Period

* Class Standing = 2/3 (Quizzes/ Assignments/ Recitations/ Seat Works/Laboratory exercises/ Requirements)
* Examination = 1/3
* Midterm Grade = CS + ME
* Cumulative Midterm Grade = 2/3 of Midterm Grade + 1/3 of Prelim Grade

1. Final Period

* Class Standing = 2/3 (Quizzes/ Assignments/ Recitations/ Seat Works/Laboratory exercises/ Requirements)
* Examination = 1/3
* Final Grade = CS + FE
* Cumulative Final Grade = 2/3 of Final Grade + 1/3 of Cumulative Midterm Grade

Final Remarks:

1. Passing Mark is 75% and above.
2. Failing Mark is below 75%.
3. Incomplete Mark will be given to students on the following instances:
   * + - The student failed to take the final examination.
       - The student failed to submit course requirements.
4. FDA (Failure due to absences) Mark will be given to students who have incurred a significant number of absences. Please refer to the University of La Salette, Inc. Student Handbook Section 3.3.4-6

**PERFORMANCE ASSESSMENT RUBRICS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Criteria | Exemplary  4 | Acceptable  3 | Developing  2 | Beginning  1 | Not done  0 |
| **Each criterion will be defined for specific assessment that will assess the respective course learning outcomes** | Work is equivalent to expected outcome in the workplace. Work is of exceptional quality and meets or exceeds all expectations. | Work is close to expected quality outcome in the workplace but few errors or mistakes committed. Work demonstrates a clear understanding of the concepts and skills being assessed. | Acceptable work. Many areas are properly done while many need rework. Work shows a basic understanding of the concepts and skills being assessed. | Needs to study to achieve. Need to rework major areas. Work demonstrates a limited understanding of the concepts and skills being assessed. | Not done. There is no evidence of understanding of the concepts and skills being assessed. |

**\*** Each attainment descriptor may be changed to suit the particular criterion.

\* This applies to both laboratory and lecture

**SPECIFIC COURSE POLICIES**

According to the University of La Salette, Inc. Student Handbook Section 5.7

1. A class hour begins and ends with a prayer. Classroom prayer must be recited with decorum.
2. Respect, orderly and decent behavior and conduct shall be observed inside the classroom at all times.
3. A student may be allowed to leave the room with the permission of the instructor and/or authorized personnel of the university while the class is in session.
4. Students who wish to sit-in class must secure permit from the instructor.
5. Students are not allowed to stay inside the classroom if there are no classes.
6. Students are not allowed to attend classes if not in proper uniform. It must be observed that PE uniform shall be utilized for PE classes only.

Other course policies are stated in The Student Handbook under *Policy on Class Attendance……*

1. Per College policy, excused/unexcused absences should not exceed 20% of the assigned number of hours. More than 20% absences incurred during the semester would mean being dropped from the class roll.
2. Class attendance is important. Class participation is expected and will form a part of the final grade. Students are expected to come to all classes and be on time. Roll will be checked each class meeting. Classes missed for legitimate reasons, such as illness, temporary duty, are excusable; however, the student must make up for the missed work by completing class exercise sheets and attending alternate activities.
3. Students are required to read all assigned materials prior to class and be prepared to discuss them and apply them to problem solving situations presented in class.
4. In this course, students are encouraged to discuss problems with their peers and to seek help from others in understanding the topic. Material submitted for grading should be the synthesis of the students’ ideas and the input (lectures) they have received. Instances discovered of UNFAIR ADVANTAGE being taken of any other individual or group will result in a loss of grade substance.
5. **Plagiarism:** All academic work submitted by students, written or otherwise, is expected to be the result of their own independent thought and research. In cases where students submit work professing to be their own, but uses the ideas, organization, wording or anything else from another source without the appropriate acknowledgment, then the student(s) is/are guilty of plagiarism.
   1. Students may discuss assignments among themselves or with a professor or tutor, but the actual work/report/result to be submitted should be done completely and solely by the student. In cases where a student's report or assignment involves research in outside sources or information, the student must carefully acknowledge exactly what, where and how he/she has utilized the sources or information.
6. Cheating during examinations is never condoned and allowed! Students caught cheating in any form will have their papers confiscated and will be sent out of the examination room and will not be allowed to retake the exam anymore.
7. Make up policy**:** Students who are unavoidably absent from an examination (long exams or major exams) or recitation must submit an excuse letter duly signed by any of his/her parents before he/she can take the missed examination. If the cause of the absence is illness, then the student must present a medical certificate. Quizzes and exercises missed because of valid absences will be prorated.
8. Quizzes are unannounced while long exams are announced. Strictly no make-up exams on quizzes, long exams and term exams unless an excuse slip or certification is shown.
9. Students are required to submit course requirements on time to avoid deductions of points.

**CONSULTATION HOURS**

|  |  |  |
| --- | --- | --- |
| DAYS | TIME / AVAILABILITY | ROOM |
| Monday | **10:30 am – 11:30 am, 3:30pm - 4:30pm** | **CIT Office** |
| Tuesday | **9:00am – 10:30 am, 1:00pm-2:30pm** | **CIT Office** |
| Wednesday | **10:30 am – 11:30 am, 3:30pm - 4:30pm** | **CIT Office** |
| Thursday | **9:00am – 10:30 am, 1:00pm- 4:30pm** | **CIT Office** |
| Friday | **8:00 am – 11:30am, 1:00-5:00pm** | **CIT Office** |

**REFERENCES**

references

**REVISION AND APPROVAL NOTATION:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **NAME** | **POSITION/DESIGNATION** | **SIGNATURE** | **DATE** |
| Last Revised by | **NAME,TITLE** | Teaching Staff |  |  |
| Last Updated by | **NAME,TITLE** | Program Coordinator |  |  |
| Reviewed by | **NAME,TITLE** | Program Coordinator |  |  |
| Endorsed by | **RAMONSITO B. ADDUCUL, DIT** | College Dean |  |  |
| Approved by | **MADEILYN B. ESTACIO, Ph.D.** | Vice President for Academic Affairs |  |  |