



Pacing Guide for Ethics in Technology

This is the pacing guide/checklist for the topics and tasks recommended for each week for this course. Download and save or print this checklist to track your progress. This course is designed to take a new learner approximately 15–20 hours of work per week. Keep in mind that the amount of work assigned each week will vary. Plan your schedule accordingly and carry tasks over into the subsequent week if necessary.

Week 1 - Unit 1 Ethical Decision Making

Main Focus:

- Module 1 – Ethical Decision-Making
- Module 2 – Ethical Frameworks
- Module 3 – Ethical Decision-Making versus Legal Decision-Making
- Module 4 – IT Professionals and Ethical Frameworks

Tasks:

- If you have previous experience with ethics in technology take the pre-assessment. Use the Coaching Report and the guidance of a mentor to target your studying.
- Complete readings, videos, and activities for each module.

Communication Study and Practice:

- Re-read notes, quiz yourself using study questions, create mind-maps, flashcards, or other study tools, attend live cohort sessions, and contact course instructor with questions.

Week 2 - Unit 2: Ethical Impacts with Data Privacy

Main Focus:

- Module 5 – Data Privacy
- Module 6 – Institutional Threats in Data Privacy
- Module 7 – Personal Data Threats
- Module 8 – Data System Breaches
- Module 9 – Global Threats
- Module 10 – Challenges for IT Professionals in Data Privacy

Tasks:

- Complete readings, videos, and activities for each module.

Communication Study and Practice:

- Re-read notes, quiz yourself using study questions, create mind-maps, flashcards, or other study tools, attend live cohort sessions, and contact course instructor with questions.



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Week 3 - Unit 3: Ethical Impacts with Data Accuracy

Main Focus:

- Module 11 – Data Accuracy
- Module 12 – Data Accuracy Threats
- Module 13 – Global Threats in Data Accuracy
- Module 14 – Challenges for IT Professionals in Data Accuracy

Study and Practice:

- Complete readings, videos, and activities for each module.
- Re-read notes, quiz yourself using study questions, create mind-maps, flashcards, or other study tools, attend live cohort sessions, and contact course instructor with questions.

Week 4 - Unit 4: Ethical Impacts with Data Property

Main Focus:

- Module 15 – Data Property
- Module 16 – Sources of Data Property
- Module 17 –Threats in Patents, Copyrights, and Trade Secrets
- Module 18 – Global Threats in Data Property
- Module 19 – Challenges for IT Professionals in Data Property

Study and Practice:

- Complete readings, activities, and quizzes for each lesson.
- Re-read notes, quiz yourself using study questions, create mind-maps, flashcards, or other study tools, attend live cohort sessions, and contact course instructor with questions.



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Week 5 - Unit 5: Ethical Impacts with Data Access

Main Focus:

- Module 20 – Ethical Impacts of Data Access
- Module 21 – Sources of Data Access
- Module 22 – Global Threats in Data Access
- Module 23 – Challenges for IT Professionals in Data Access

Study and Practice:

- Complete readings, videos, and activities for each module.
- Re-read notes, quiz yourself using study questions, create mind-maps, flashcards, or other study tools, attend live cohort sessions, and contact course instructor with questions.

Week 6 - Unit 6: Professional Code of Ethics

Main Focus:

- Module 24 – Ethics in Relationships
- Module 25 – Purpose and Value of Professional Codes of Ethics
- Module 26 – Professional Codes of Ethics
- Module 27 – Challenges for IT Professionals Related to Professional Codes of Conduct
- Pre-Assessment
You are highly encouraged to take the pre-assessment now, if you have not already—or even if you have. There is value in taking or retaking the pre-assessment, as the results can guide your study plan for successfully completing the objective assessment. Use the Coaching Report and the guidance of a mentor to target your studying. Schedule a meeting with your course mentor.
- Objective Assessment

Study and Practice:

- Complete readings, activities, and quizzes for each module.
- Re-read notes, quiz yourself using study questions, create mind-maps, flashcards, or other studytools, attend live cohort sessions, and contact course instructor with questions.