



## **ETHICS IN A DIGITAL WORLD**

**Course No:** ETH107

**Instructor:** Mark S. Putnam, M.Ed.

**Description:** This course provides tips, guidelines, and procedures for using computers and the Internet at work. In addition, it discusses security, software piracy, and asset protection.

**Background:** Computers and the Internet have become a regular part of almost every workplace. Along with this technological revolution comes great responsibility to use it wisely and responsibly. Use of computers and the Internet has brought a whole new set of ethical problems and issues for employees that didn't exist just a decade or two ago. Issues such as privacy, theft, copyright, piracy, personal freedom, and access to information arise daily. Like any other piece of office equipment, the computer is a piece of company property that has a purpose and definite boundaries for use. This course provides tips, guidelines, and procedures for using computers and the Internet at work. In addition, it discusses security, software piracy, and asset protection.

### **Objectives:**

- Know the appropriate use for company computer equipment and networks.
- Understand copyright and software piracy issues.
- Know appropriate email and Internet use.
- Learn ways to prevent the loss and theft of computer equipment.
- Learn to use good judgment in occasional personal use of computers.

### **Required Reading:**

"Cyber Ethics in a Real World" by Mark S. Putnam

**Course Length:** 2 hrs. 0 min.

**Prerequisites:** ETH101, Ethical Decision-Making Skills (recommended)

**Points Possible:** 174

**Passing Score:** 75%

### **Activities:**

Activity: Boundaries for Use

Activity: What Does Respect Look Like?



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Activity: Defining "Occasional Use"

Activity: Cyber Security Checklist

**Content Tests:** These tests contain True/False and multiple choice questions based on the Course Content in this section. Before taking these tests, please watch the videos and download the Section Outline handout.

Conflicts of Interest 1

Conflicts of Interest 2

Conflicts of Interest 3

Conflicts of Interest 4

Cyber Ethics in a Real World

**Scenario Tests:** These tests provide scenarios with up to four possible answers. You may receive between 0 and 10 points each question depending on the appropriateness of your answer. Answers not only require the correct ethical response but also require good judgment, sound reasoning, and a balanced approach to problem solving.

Conflicts of Interest Scenarios - 1

Conflicts of Interest Scenarios - 2

Conflicts of Interest Scenarios - 3

Conflicts of Interest Scenarios - 4