

Capital University of Economics and Business

Overseas Chinese College

Course Syllabus

Year and Semester	2026 Fall					
Course Name	Data Ethics and Security					
Course Code	DG201					
Course Type	☐ General Education (Required) ☐ General Education (Elective) ☐ Basic Disciplinary Course ☒ Professional Course (Required) ☐ Professional Course (Elective) ☐ Professional Course (Expanded) ☐ Professional Course (Advanced)					
Course Credits	2					
Course Hours	Total Class Hours	16	Lecture Hours	10	Experiment (Computer) Hours	6
Applicable object	☐ Freshman ☒ Sophomore ☐ Junior ☐ Senior ☐ Information Management and Information Systems (Finance)					
Prerequisites						
Instructor	Xin Zhang					
Contact Information	Office: C217					
	Tele: (010)83951082					
	Email: zhangxin@cueb.edu.cn					
Office Hour	M: 8:50—9:35; T: 8:00—9:35; W: 9:55—12:20					
Learning Centre	T: 18:00—20:00(online); F: 8:00—9:55					
Grade/Section	2025IT&CFA					
Course Time/Place	2025IT&CFA M: 15:25—17:00/ A202					
Textbook	DAMA-DMBOK (DAMA Management Body of Knowledge), 2th edition. Technics Publication, ISBN 9781634622349					

Reference Book

Course Description

This Course is a core course of Data Governance major. It explains Data Handling Ethics focuses on defining moral guidelines across the full data lifecycle. It requires eliminating data bias and misuse throughout collection, analysis and application, fostering a human-centric data usage mindset to support transparent decision-making and fulfill social responsibilities. Data Security centers on risk reduction and compliance. Based on standardized security frameworks, it clarifies key practices including data classification, access control, audit and monitoring, with supporting implementation measures such as encryption and desensitization. It serves as the rigid security protection module in the data governance system

Student Learning Objectives

On successful completion of this exam, candidates should be able to:

Knowledge	- Master the core ethical principles of DAMA-DMBOK data handling ethics and the full lifecycle risk points of data misuse - Grasp the DAMA-DMBOK data security core framework, sensitive data classification rules and common control measures - Understand the mapping logic between data ethics, data security requirements and enterprise data governance practical scenarios
Capability	- Independently identify ethical hidden dangers and security vulnerabilities in typical data processing projects - Formulate a targeted data ethics review mechanism and data security protection scheme for specific business scenarios - Complete the demonstration and delivery of a small data governance scheme that meets both ethical and security compliance requirements
Mindset	- Establish the professional awareness that data ethics and security are the core prerequisites for data value release - Cultivate the professional belief of standardized data management to serve the digital construction of the country - Apply critical thinking to balance data innovation, user privacy protection and organizational security responsibilities

Website Source

Teaching Methods

This course contains lectures, class discussions, homework, quizzes, presentation and exams. Textbook content will be introduced first. Then real case and practice questions will be delivered to students as a way to test their understanding of the knowledge. This will require individual or group assignment in or after class.

Grade Criterion

Component	Weight	Description
Final Exam	20%	A cumulative final examination will be given based on all the contents of the class. The exam paper may be composed of multiple-choice questions, short answer questions, essay questions. Students should rely primarily on homework assignments and class exercise as reference for exams.
Mid-Term Test	20%	A cumulative midterm test will be given based on all the contents that have been taught in class. The content shows the results of the intermediate nodes of the project. It should be completed within 50 minutes in class.
Homework	10%	Most of the assigned homework is taken from the Exercises in the textbook. Assignments will be collected at the clearly stated date. Late assignments will not be accepted. In general, each assignment should be complete in appropriate software and submit by Xuexitong(学习通) App. The graded will be published on the app.
Quizzes	10%	There will be at least 2 quizzes during the semester. It may also be used to check the attendance. Quizzes will test your theoretical knowledge and application ability.

Presentation	20%	The students will be divided into several groups to prepare a presentation. Each student is required to be involved in the presentation. Each member of the group will receive the group grade with certain weight of his/her contribution. Each group need to finish a code or report of the project, which is given and hand in the related resources to the teacher before the presentation.
Participation	10%	Individuals will be asked to participate individually in question and answer at least 10 times during the semester. The performances should be counted in their participation.
Attendance	10%	Refer to attendance policy listed below.
Total	100%	

Detailed Grade Computation

	Before Midterm	After Midterm
Attendance	5%	5%
Participation	5%	5%
Homework	5%	10%
Quizzes	5%	10%
Presentation		10%
Mid-Term Test	20%	
Final exam		20%
Total	40%	60%

Assessment of Student Performance

☞ Self-Study and Reading ability Practice

Instructor will give out the chapters or the reference books to read and use class hours to have discussion; students should be able to show a proactive attitude and ability for self-study and reading. Knowledge and oral English will be elements of homework or presentation score.

☞ Homework

Students should finish their homework by themselves. Copying from others will be treated as cheating and the homework scores will be lowered. Students should hand in all assignments on time. Late assignments will be accepted at the discretion of the instructor (i.e., when the student was ill or had an excused absence). Late assignments without reasonable proof will be reduced in score by 50%.

☞ Attendance

Because the course covers a great deal of material, attending every class session is very important for performing well.

- ♦ Being late for 15 minutes or more is considered an absence.
- ♦ Five hours or above of unexcused absences will result in the lower level of the final grade by one grade band (e.g. from C – to D +). Any excused absence must be discussed directly with the teacher.
- ♦ Absence which is more than 1/3 of the total teaching hours will cause an F (a failing grade) directly. but students are welcome to continue attending classes.
- ♦ An incomplete grade (I) will be considered in case of medical or family emergencies.

Participation

- ♦ Students should participate in classes actively. Half of participation grade is determined by their presentation in class. They are encouraged to ask questions relevant to the subject and express their own opinions. Every student should respect the ideas, opinions, and questions of their classmates.
- ♦ Students should also use office hours to ask questions or talk with the instructor for good communication and effective learning.
- ♦ Frequent visiting the instructor and chatting in English during office hours is highly recommended.
- ♦ Any misbehavior and non-class related activities in class will result in the lower level of the participation grade, including ringing cell phones.
- ♦ All above behaviors will be solely evaluated by the instructor for scoring.

Textbook

Students must bring the textbook to class.

Topical Course Outline (original)

Week	Topics	Platform	Homework
1	● Syllabus ● Chapter 2: Data Handling Ethics • Introduction • Business Drivers	Classroom & Xuexitong	
2	● Chapter 2: Data Handling Ethics • Essential Concepts • Middle Test	Classroom & Xuexitong	Mind Conductor & Debate
3	● Chapter7: Data Security • Introduction • Activities	Classroom & Xuexitong	
4	● Chapter7: Data Security • Tools • Techniques	Classroom & Xuexitong	
5	● National Day		
6	● Chapter7: Data Security • Implementation Guidelines • Data Security Governance	Classroom & Xuexitong	Mind Conductor
7	● Quiz1,2 ● Presentation	Classroom & Xuexitong	Debate
8	● Final Exam		

Note: In the first three weeks, Tencent Meeting, Mosoteach and the Wechat group will be used as the main teaching methods. The Wechat group will be mainly used to inform the students' daily study activities and tasks. Tencent Meeting and Mosoteach will be used as the main study platform to teach and organize the study activities. When classes change back to school, Tencent Meeting will be stopped to use. Mosoteach will be mainly used to upload PPTS and release some learning materials.

Some chapters or sections may leave for self-study, this is the students' duty to learn and understand, they may also be included in the quizzes or

Teacher's Office Hour

- ♦ The instructor's office hour is shown in the front of the office door.
- ♦ Students are suggested to use the instructor's office hour and learning center to ask questions or talk with the instructor once at least per week for good communication and effective learning, which is recorded in the students' participation.
- ♦ The time can be scheduled by instructors or students, or both.

Cheating and Plagiarism

Cheating is not tolerated. Any student caught cheating on a quiz; test or exam will be given a mark of zero (0) for the particular work. At the beginning of the semester the definition of plagiarism will be carefully explained, when any thoughts or writings of another person are used, they must be clearly identified (usually one uses quotation marks) and the source notes. **If any student is caught cheating on any homework assignment, the highest score the student can earn in that course is a "C".**

Important Dates

Midterm Test	Week 4
Final Exam	Week 8 (Refer to the notice of the Academic Affairs Office)

***Note:** This syllabus is tentative and may be changed or modified throughout the semester. All students will be notified and a new syllabus will be given.*

Instructor: Xin Zhang

Department Head: Jingning Li
