

Module Descriptions

Module designation	Digital Literacy
Semester(s) in which the module is taught	1 st /First Year
Person responsible for the module	Team of General Education (MKWU) Lecturers
Language	Bahasa Indonesia (Regular Class) Bahasa Inggris (Internasional Class)
Relation to curriculum	Compulsory course
Teaching methods	Project-Based Learning, Case studies 2 workhours per week (2 x 170 minutes per week)
Workload (incl. contact hours, self-study hours)	1 CU for a bachelor's degree equals 170 minutes (50 minutes face-to-face, 60 minutes structured, 60 minutes independent learning) per week × 14 weeks, excluding mid and end-term exams. = 39.67 work hours per semester = 1.587 ECTS.
Credit points	2 Credit Units (CU) = 3.18 ECTS
Required and recommended prerequisites for joining the module	-
Module objectives/intended learning outcomes	<p>Upon completing this module, students are expected to be able to:</p> <ol style="list-style-type: none"> 1. Apply the concepts of digital literacy by using digital devices and information technology safely, ethically, and effectively in academic and professional contexts. 2. Utilize various digital technologies—including cloud storage, file conversion, presentation tools, and online collaboration platforms—to enhance personal and team productivity. 3. Apply proper academic writing techniques using reference management software such as <i>Mendeley</i> according to standard templates. 4. Analyze technological developments, current digital issues, and regulations related to information and electronic transactions to formulate appropriate prevention strategies. 5. Apply the basic concepts of <i>Internet of Things (IoT)</i> and <i>Artificial Intelligence (AI)</i> in simple case studies to solve everyday problems. 6. Design, implement, and present an innovative final project based on digital technology and reflect on the learning process for continuous improvement.

Content	<p>This module introduces students to the fundamentals of digital literacy and responsible technology use in the 21st century. The topics include:</p> <ol style="list-style-type: none"> 1. The concept and scope of digital literacy 2. History and development of digital technology 3. Cyber ethics and online behavior 4. Misinformation and digital fraud prevention 5. Academic writing and reference management (Mendeley) 6. Cloud storage and collaborative tools (Google Workspace, LMS) 7. Digital payments, e-commerce, and digital law (ITE and Data Privacy Act) 8. Basic applications of IoT and AI 9. Final digital innovation project <p>Learning activities include lectures, discussions, simulations, case studies, project-based assignments, and presentations.</p>
Examination forms	Essay and Oral Presentation
Study and examination requirements	<p>Student performance is assessed through:</p> <ol style="list-style-type: none"> 1. Class participation and discussion: 56.5% 2. Project and product-based assessment: 20.5% 3. Practical performance: 3% 4. Written tests (midterm and final exams): 20% <p>Forms of examination: portfolio-based assessment, case study report, simulation and demonstration, written exams, and project presentation.</p>
Reading list	<ol style="list-style-type: none"> 1. David Alford. (2021). <i>BGE S1-S3 Computing Science and Digital Literacy: Third and Fourth Levels</i>. Edinburgh: Leckie & Leckie. 2. Joel Bloch. (2021). <i>Creating Digital Literacy Spaces for Multilingual Writers</i>. Multilingual Matters. 3. Lauren Hays & Jenna Kammer. (2021). <i>Integrating Digital Literacy in the Disciplines</i>. Bloomfield: Taylor & Francis Group. 4. Bart Van de Wiele. (2022). <i>Adobe Photoshop, Illustrator, and InDesign Collaboration and Workflow</i>. Adobe Press. 5. Earl Aguilera. (2022). <i>Digital Literacies and Interactive Media: A Framework for Multimodal Analysis</i>. New York: Routledge. 6. Kathy A., et al. (2022). <i>Literacy for Digital: Futures Mind, Body, Text</i>. New York: Routledge. 7. Nicole M. Fox. (2022). <i>Digital Visual Literacy</i>. Santa Barbara, CA: ABC-CLIO. 8. Subuh Isnur, et al. (2024). <i>Digital Literacy</i>. Jakarta: Erlangga.