

Bangladesh University of Business and Technology (BUBT)

(Outcome-Based Curriculum)

Program: LL.B

Department Of Law and Justice

Faculty of Law (BUBT)

Course Outline

Part A

- 1. Course Code** : ICT 3102
2. Course Title : Introduction to Digital Technology and Services
3. Course Type : Compulsory
4. Intake : 50(1)
5. Session : **Fall-2025**

6. Course Teacher Information:

- Name and Code : Md. Mostafizur Rahman Limon Sarker
□ Designation : Lecturer
□ Department : Department of Law & Justice
□ Contact Details : Cell Phone: 01734919571 Email: mostafizurlimon@bubt.edu.bd
□ Room Number : Building 01, Room :504C (CLR)

- 7. Pre-requisite (If any)** : (N/A)
8. Credit Value : 3.00 Credit Hours
9. Contact Hours : Class Hours = 17 Weeks = (34 Classes x 1.15Hours per class)
Counseling Hours = 17 Weeks x 2 Hours per week = 34 Hours
**For optimum utilization of physical resources, the duration of our class weeks are 17 weeks.*
10. Total Marks : 100

11. Class Schedule and Counseling Hours

Intake	Section	Class Schedule		
50	1	Day	Time	Room No.
		Sunday	4.00PM-5.15PM	B1-510
		Thursday	1.30PM-2.45PM	B1-501

Counseling Hours

Sunday	Monday	Tuesday	Wednesday	Thursday
1.30PM -3.30Pm	9.30 AM-11.30AM	9.30 AM-11.30AM	10:30 AM - 12:30 PM	03:00PM - 05:00 PM

11. Rationale of the Course:

‘Introduction to Digital Technologies and Services’ is a GED course which introduces the field of digital technologies and services. The course is specifically designed for students to learn the means of applying acquired knowledge by digital technologies and can provide services online. The course progresses from the knowledge regarding computer, online services. The course will also provide the basics of E-services

12. Course Objectives:

The objectives of this course are as follows:

- Provide foundational knowledge about digital technologies and their applications.
- Equip students with essential digital literacy and skills.
- Familiarize students with various online services and platforms.
- Introduce the basics of e-services and their significance.
- Enable practical application of knowledge to provide online services

13. Course Learning Outcomes (CLOs) and Mapping of CLOs with Program Learning Outcomes (PLOs):

Course Learning Outcomes (CLOs):

CLO 1	Demonstrate basic knowledge of digital technologies, including computers and online platforms.
CLO 2	Apply digital tools to provide online services effectively

CLO 3	Identify and describe the fundamentals of e-services and their applications in real-world scenarios
CLO 4	Utilize digital technologies ethically and securely in personal and professional contexts
CLO 5	Solve basic problems and improve efficiency using digital tools and technologies.
CLO 6	Adapt to new and emerging digital technologies for lifelong learning and professional growth

Program Learning Outcomes (PLOs):

PLO1	Attain theoretical and practical knowledge of digital technologies and services.
PLO2	Apply acquired knowledge in practical and real-life scenarios using digital
PLO3	Solve challenges using appropriate digital solutions.
PLO4	Demonstrate responsible and ethical use of technology.
PLO5	Commit to learning and adapting to new digital technologies.

Mapping of CLOs with Program Learning Outcomes (PLOs):

	PLO1	PLO2	PLO3	PLO4	PLO5	PLO6	PLO7	PLO8	PLO9	PLO10	PLO11	PLO12
CLO1	√											
CLO2	√	√	√		√							
CLO3		√		√								
CLO4			√	√								
CLO5		√			√							
CLO6												

Part B

15. Course plan specifying contents, CLOs, teaching-learning and assessment strategy with corresponding CLOs:

Week	Lecture	Topics	Book(s) & Other Reference(s)	Teaching-Learning Strategy	Assessment Strategy	Corresponding CLO (s)
1	1	Introductory discussion on digital technology and services	Understanding Cyber Laws in Bangladesh-Adv. Md. Jahangir Alam	Lecture	Class Test 01	CLO 1 CLO2
	2	Use of technology in different jurisdiction Legal Frameworks Related to Digital Services in Bangladesh.		Lecture		CLO 1 CLO2
2	3	Discussion on GD, How to file an online GD	Online and documents	Lecture		CLO 1 CLO2
	4	Digital land administration and management system: E-application for mutation and registration,online parcha and khatian		Lecture		CLO 1 CLO2
3	5	Procedure of online land administration tax, City corporation Tax. Application of DBID (Digital Business Identification) for Ecommerce business.	Online and documents	Lecture, Interactive Discussion		CLO2
	7	E-Tax system and others: application and submission of E-TIN, E-Return for tax, application of BIN, e Trade license procedure.		Lecture, Interactive Discussion		CLO 1 CLO2

4	8	Application of e copyright	Understanding Cyber Laws in Bangladesh-Adv. Md. Jahangir Alam	Interactive Discussion		CLO2
	9	Virtual Court System: Civil and Criminal trial procedure virtually		Lecture		CLO2
5	10	Virtual mootng of national and international competition.		Lecture, Group Study		CLO 1 CLO2

6	11	The basics of computer, Microsoft word, excel, spreadsheets, databases and presentations for legal drafting, power point presentation of different case studies etc.,	Understanding Cyber Laws in Bangladesh-Adv. Md. Jahangir Alam	Lecture		CLO3
	12	Ms excel, spreadsheets, databases and presentations for legal drafting,		Lecture		CLO2 CLO3
	13	Power point presentation of different case studies etc		Lecture		CLO2 CLO3
7	14	How to legal article and research paper.		Lecture, Interactive Discussion		CLO3
	15	Cyber bullying, cyber fishing, stalking		Lecture		CLO2
8	16	Digital Security Act 2018	Documments	Lecture		CLO2 CLO3
	17	Revision		Lecture		CLO2

Midterm Examination

9	18	Complain procedure through Bangladesh Police Web Portal relating to cyber security.	Online and documents	Lecture	Assignment & Presentation	CLO3 CLO4
	19	How to use Online resources: online resources like legal journal, legal articles, web portal, google scholars etc.,		Lecture		CLO4, CLO5
10	20	Digital intimation for Bangladesh Bar Council.	Understanding Cyber Laws in Bangladesh-Adv. Md. Jahangir Alam	Lecture		CLO3, CLO4
	21	Digital Tools for law Firms		Lecture, Group Study		CLO4, CLO5

11	22	Online Dispute Resolution (ODR) History and growth of ODR	Online and documents	Lecture		CLO3 CLO4, CLO5
	23	Platforms used for digital arbitration, mediation, and negotiation Legal and ethical considerations Case studies (e.g., eCourts, eBay/PayPal dispute systems)		Lecture, Group Study		CLO4, CLO5
12	24	E-Governance & Digital Court Systems E-filing, e-payment, and digital case management Virtual courtrooms: structure, challenges, and effectiveness Role of AI in judicial decisionmaking (with global examples)	Online and documents	Lecture, Group Study		CLO4, CLO5

	25	Legal Research and Digital Tools: Introduction to digital legal databases (LexisNexis, Westlaw, Law.com, fastcase, ICLR Find Law etc.) Use of citation tools, analytics, and legal bots Smart legal research techniques using AI	Online and documents	Lecture		CLO4, CLO5
13	26	Ethics, Data Privacy, and Cybersecurity Attorney-client privilege in digital communication Handling sensitive data: compliance with GDPR, PDPA, etc. Risks of cloud storage and cybersecurity best practices for lawyers	Online and documents	Lecture		CLO4, CLO5
	27	Access to Justice Through Technology Digital tools to empower marginalized communities Legal aid chatbots and mobile apps Crowdsourcing legal help and open law initiatives		Lecture		CLO3 CLO4,
14	28			Lecture,		CLO4,

		Digital Law Firms and Virtual Practice Management Setting up a digital law office Billing, CRM, and case tracking tools Remote legal service delivery and client communication	Online and documents	Group Study	Class Test 0	CLO5
	29	Regulation and Legal Framework Digital legal service regulation in different jurisdictions. Ethical codes and Bar Council positions on online practice. Future of legal licensing and cross-border service provision		Lecture, Group Study		
15	30	Practical Component / Capstone Project Hands-on sessions with legal tech tools. Simulation of virtual client counseling or digital dispute resolution. Research project on an emerging issue (e.g., AI judges, predictive justice)	Online and documents	Lecture, Group Study		CLO4, CLO5
	31	Optional Modules (for more advanced learners) Legal Design Thinking: Designing user-centered digital legal solutions		Lecture, Group Study		
16	32	Smart Contracts & Law: Blockchain-based contracts and their enforceability	Online and documents	Lecture, Group Study		CLO4, CLO5
	33	Digital IP Management: Online copyright, domain data disputes, and licensing, Data protection, IP Laws etc.				
17	34	Revision and Discussions		Lecture, Group Study		CLO4, CLO5
	Final Examination					

Part C

16. Assessment and Evaluation:

a) Assessment Strategy:

- i. Students will have **two class tests (CTs)** during the semester in this course. The date and time of each Class Test will be announced before the tests. All CTs will be closed book.
- ii. The marks of the **two class tests** will be counted and averaged.
- iii. There will be **one assignment** with **presentation**.
- iv. No late submission of any assignment will be accepted.
- v. If students cannot submit their assignments within due time for any valid reason(s), their assignment will be accepted as late submission but the marks of assignment will be deducted.
- vi. Failure to submit assignments will carry Zero Mark(s).
- vii. Evaluated copies of assignments will be shown to the students during the class time.
- viii. Zero tolerance will be shown in case of copy/manipulation in assignment. Two or more copied assignments will carry zero mark.
- ix. Remaining absent in any presentation will carry zero mark in that presentation and there will be no make-up presentation.
- x. There will be one **Midterm Examination** and the **Final Examination** according to the rule of BUBT.
- xi. All the examined scripts of Class Tests and Midterm Examination will be shown to the students during the class time.

b) Marks Distribution:

Marks distribution of each course at BUBT is made on 100 marks and the distribution of weightage is given below:

<i>Particulars</i>	<i>Marks</i>
Class Attendance	05
Class Test	15
Assignment and Presentation	10
Midterm Examination	30
Final Examination	40
<i>Total</i>	<i>100</i>

Marks distribution for class attendance

A student must attend at least 70% classes in all the courses. 5% marks in each course is allocated for attendance and this score will vary from 1 to 5 according to his/her percentage of presence as shown below:

<i>Percentage of Attendance</i>	<i>Marks</i>
91% to 100%	5
86% to 90%	4
81% to 86%	3
76% to 80%	2
70% to 75%	1

c) Grading Policy:

The grading policy of BUBT will be followed to grade the students:

<i>Marks (%)</i>	<i>Letter Grade</i>	<i>Grade Point</i>
80 -100	A+	4.00
75 to less than 80	A	3.75
70 to less than 75	A-	3.50
65 to less than 70	B+	3.25
60 to less than 65	B	3.00
55 to less than 60	B-	2.75
50 to less than 55	C+	2.50
45 to less than 50	C	2.25
40 to less than 45	D	2.00
Less than 40	F	0.00

d) Make-up Procedure:

- If any student remains absent in CT(s) because of valid reason(s), he/she must report it to the course teacher immediately. The course teacher may consider the reason(s) of remaining absent in CT(s) and may give a make-up schedule for that CT(s). No further make-up schedule of CT(s) will be given if a student fails to comply with the earlier make-up schedule.
- If any student fails to attend the Mid-term Examination or and Final Examination for valid reason(s), he/she may apply for supplementary examination(s) **according to the rules of BUBT** and the supplementary examination(s) will be conducted by the Controller of Examination according to the examination rules of BUBT.
- If any student remains absent in any class(es) due to valid reason(s), he/she needs to submit a 'Written Application' to the course teacher supported by proper document(s). After verifying the

submitted documents, the class teacher may grant him/her a 'Leave of Absence' and may consider the attendance for those class(es).

Part D

17. Learning Materials

a) Recommended Readings:

Understanding Cyber Laws in Bangladesh-Adv. Md. Jahangir Alam

b) Supplementary Readings:

- Digital security Act 2018
- ICT Act 2006
- Cyber Security Act 2023 with Draft (2025)
- Evidence Act, 1872 (Amended)
- CPC 1908
- Right to Information Act, 2009
- National ICT Policy 2009
- Telecommunication Act, 2001
- Judgments from Supreme Court of Bangladesh related to digital rights, privacy, and freedom of expression online.
- Online documents
- Journals and Articles

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Lecturer

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