

OUTLINE

Business Ethics

Lesson 1 Getting

Started

- Icebreaker
- Housekeeping Items
- Workshop Aims

Lesson 2

What is Ethics?

- What is Business Ethics
- 10 Benefits of Managing Ethics
- Case Study

Lesson 3

Implementing Ethics in the Workplace

- Benefits
- Strategies for Managing Ethics in the Workplace
- Functions and Responsibilities

Lesson 4

Employer / Employee Rights

- Privacy Policies
- Harassment Issues
- Technology

Lesson 5

Business and Social Responsibilities

- Identifying Kinds of Responsibilities
- Case Study
- Handling Conflicting Social and Business Responsibilities
- Case Study

Lesson 6

Ethical Decisions

- The Basics
- Balancing Personal and Organisational Ethics
- Common Dilemmas
- Making Ethical Decisions
- Overcoming Obstacles

Lesson 7

Whistle Blowing

- Criteria and Risk
- The Procedure
- When You Should “Blow the Whistle”

Lesson 8

Managerial Ethics

- Ethical Management
- Identifying the Attributes
- Ensuring Ethical Behavior

Lesson 9

Unethical Behavior

- Recognise and Identify
- Preventing
- Addressing
- Interventions

Lesson 10

Ethics in Business (I)

- Organisation Basics
- Addressing the Needs
- Ethical Principles

Lesson 11

Ethics in Business (II)

- Ethical Safeguards
- Developing a Code of Ethics
- Performing an Internal Ethics Audit
- Upholding the Ethics Program

Lesson 12

Wrapping Up

- Words From the Wise
- Review
- Lessons Learned
- Completion Of Action Plans and Evaluations