



Business Ethics Skills Workshop

A company's ethics will determine its reputation. Good business ethics are essential for the long-term success of an organization. Implementing an ethical program will foster a successful company culture and increase profitability. Developing a Business Ethics program takes time and effort, but doing so will do more than improve business, it will change lives.

A company's ethics will have an influence on all levels of business. It will influence all who interact with the company including customers, employees, suppliers, competitors, etc. All of these groups will have an effect on the way a company's ethics are developed. It is a two-way street; the influence goes both ways, which makes understanding ethics a very important part of doing business today. Ethics is very important, as news can now spread faster and farther than ever before.

Workshop Objectives:

- Define and understand ethics.
- Understand the benefits of ethics.
- Create strategies to implement ethics at work.
- Recognize social and business responsibility.
- Identify ethical and unethical behavior.
- Learn how to make ethical decisions and lead with integrity.

For more information or to reserve your spot in this workshop, please contact:

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CLASS CONTENT

Session One: Getting Started

Workshop Objectives
Action Plans and Evaluation Forms

Session Two: What is Ethics?

What Is Business Ethics?
10 Benefits of Managing Ethics
Case Study

Session Three: Implementing Ethics in the Workplace

Benefits
Guidelines for Managing Ethics in the Workplace
Roles and Responsibilities

Session Four: Employer/Employee Rights

Privacy Policies
Harassment Issues
Technology

Session Five: Business & Social Responsibilities

Identifying Types of Responsibilities
Case Study
Handling Conflicting Social and Business Responsibilities
Case Study

Session Six: Ethical Decisions

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

Session Seven: Whistle Blowing

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

Session Eight: Managerial Ethics

Ethical Management
Identifying the Characteristics
Ensuring Ethical Behavior

Session Nine: Unethical Behavior

Recognize & Identify
Preventing
Addressing
Interventions

Session Ten: Ethics in Business (I)

Organization Basics
Addressing the Needs
Ethical Principles

Session Eleven: Ethics in Business (II)

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

Session Twelve: Wrapping Up

Words from the Wise