

Build Your Own

Workplace Ethics

Course Code: PD109

Being ethical does not mean following your feelings; feelings can misdirect you. This training program explores how workplace ethics should be developed, how to create the standards and policies that support them, how employees can be trained to follow and support these standards, and how to deal with problems where ethics are concerned.

Learning Objectives

- Dispel common myths about business ethics
- Describe the ideal ethical workplace
- Implement ethics guidelines and policies in your organization
- Identify and resolve typical ethical dilemmas
- Recognize common excuses for unethical behavior, and what to do about them
- Deal with unethical coworkers, customers, and vendors

Topics & Content

- What is business ethics?
- How to create an ethical workplace
- Tools to support an ethical workplace
- Applying ethics in the real world
- Group activities
- Decision confidence assessment
- Myths about business ethics
- Ethical dilemma practice exercises

Course Information

Duration

1/2 day

Audience

Executives
Directors
Managers
Team Leaders
Supervisors
Employees

Accreditations

PMI: 4 PDUs

NASBA: 4 CPEs

OPM: 4 CLPs

OPM Competency: Integrity/Honesty



“The time to learn ethics is before there’s an incident.”