

# Curriculum Standards and Indicators

## ETHICS AND SOCIAL RESPONSIBILITY

### Ethical Behavior

#### **A. Understand and apply ethical behavior in the workplace**

1. Explain the importance of workplace ethics.
  - A101 Define workplace ethics
  - A102 Analyze reasons employees behave in an unethical manner.
  - A103 Describe the consequences of unethical behavior.
  - A104 Discuss business issues from an ethical perspective.
  
2. Apply ethical factors when making decisions.
  - A201 Develop a personal code of ethics.
  - A202 Distinguish between ethical and unethical actions in the workplace.
  - A203 Make ethical decisions in the workplace

### Laws and Regulations

#### **B. Understand laws and regulations that apply to employment.**

1. Explain legal issues affecting business.
  - B101 Describe the advantages and disadvantages of various forms of business ownership.
  - B102 Define employee rights and responsibilities
  - B103 Explain how discrimination, affirmative action and reverse discrimination affect the workplace.
  - B104 Define whistle blowing and its potential results
  - B105 Describe actions to prevent and address sexual harassment
  - B106 Describe the importance of protecting intellectual property.
  
2. Explain local, state and federal laws and regulations affecting the workplace.
  - B201 Describe local laws which pertain to business.
  - B202 Describe state laws which pertain to business.
  - B203 Describe federal laws which pertain to business.
  - B204 Explain workplace regulations such as OSHA, ADA.
  - B205 Describe business' reporting requirements.

# ==== Curriculum Standards and Indicators

## **Social Responsibility**

### **C. Understand the responsibility business has to society.**

1. Describe social demands that affect business.
  - C101 Define social responsibility
  - C102 Cite examples of social responsibility
  - C103 Explain the concept of business stakeholders.
  
2. Describe environmental concerns that affect business.
  - C201 Describe the environmental risks of business operation.
  - C202 Explain environmental laws and regulations related to business operation.
  - C203 Identify strategies to address environmental concerns

# Curriculum Standards and Indicators

## Ethics and Social Responsibility – ESR A1

<b>Topic</b>	Ethical Behavior
<b>Performance Indicator</b>	A. Understand and apply ethical behavior in the workplace.
<b>Standard</b>	1. Explain the importance of workplace ethics.
<b>SCANS</b>	Information 5; Thinking Skills 8; Personal Qualities 17
<b>Show-Me Standards</b>	1.10; 3.6; 4.4; SS6
<b>Objectives</b>	<p>A101 Define workplace ethics.</p> <p>A102 Analyze reasons employees behave in an unethical manner.</p> <p>A103 Describe the consequences of unethical behavior.</p> <p>A104 Discuss business issues from an ethical perspective.</p>
<b>Sample Activities</b>	<p>Form teams to present and defend a business pro or con perspective on an ethical matter in the news. Conduct a classroom discussion which presents both perspectives.</p> <p>Research two events in the past year which have brought business ethics to national attention. Present the facts of situation, possible causes, potential or real results, and the lessons to be learned from that situation in a paper submitted to your teacher.</p> <p>Locate the workplace ethics statement for your work place, or for another company if your workplace does not have such a statement. Discuss in the class the reasons for the statement, penalties for violation of the ethics statement, and suggest possible improvements to the statement.</p>

# Curriculum Standards and Indicators

## Ethics and Social Responsibility – ESR A2

<b>Topic</b>	Ethical Behavior
<b>Performance Indicator</b>	A. Understand and apply ethical behavior in the workplace.
<b>Standard</b>	2. Apply ethical factors when making decisions.
<b>SCANS</b>	Information 7; Thinking Skills 8; Personal Qualities 14, 17
<b>Show-Me Standards</b>	1.2; 3.8; 4.4
<b>Objectives</b>	<p>A201 Develop a personal code of ethics.</p> <p>A202 Distinguish between ethical and unethical actions in the workplace.</p> <p>A203 Make ethical decisions in the workplace.</p>
<b>Sample Activities</b>	<p>Write your own code of personal ethics based your research and examples of other personal codes of ethics. Submit your written code to your teacher for review.</p> <p>Use the Internet to locate case studies involving ethical decision making in business. Present the case studies to class teams for discussion.</p> <p>Identify a situation in which you or another person at your workplace had to make an ethical decision. In writing describe the situation, the decision to be made, how that decision was made, and how the decision could be improved. Share your work in a class discussion.</p>

# Curriculum Standards and Indicators

## Ethics and Social Responsibility – ESR B1

<b>Topic</b>	Laws and Regulations
<b>Performance Indicator</b>	B. Understand laws and regulations that apply to employment.
<b>Standard</b>	1. Explain legal issues affecting business.
<b>SCANS</b>	Information 7; Thinking Skills 12
<b>Show-Me Standards</b>	1.2; 1.10; 4.2; CA6; SS6
<b>Objectives</b>	<p>B101 Describe the advantages and disadvantages of various forms of business ownership.</p> <p>B102 Define employee rights and responsibilities.</p> <p>B103 Explain how discrimination, affirmative action and reverse discrimination affect the workplace.</p> <p>B104 Define whistle blowing and its potential results.</p> <p>B105 Describe actions to prevent and address sexual harassment.</p> <p>B106 Describe the importance of protecting intellectual property.</p>
<b>Sample Activities</b>	<p>Prepare a presentation which explains the different types of business ownership, advantages and disadvantages of each, and examples of the different type of ownership in your community.</p> <p>Interview a local business owner to discuss how they organized to start their business, what type of ownership they have of the business, and what the owner sees as the advantages and disadvantages of that type ownership. Present your findings in a class discussion.</p> <p>Research two recent examples of whistle blowing in business or government. In a written paper identify the problem which led to whistle blowing, the results, and the protections afforded the person who blew the whistle.</p> <p>Ask your school librarian to make a brief presentation to the class on protecting intellectual property rights, including electronic and print media.</p>

# Curriculum Standards and Indicators

## Ethics and Social Responsibility – ESR B2

<b>Topic</b>	Laws and Regulations
<b>Performance Indicator</b>	B. Understand laws and regulations that apply to employment.
<b>Standard</b>	2. Explain local, state and federal laws and regulations affecting the workplace.
<b>SCANS</b>	Information 7; Systems 15; Thinking Skills 10
<b>Show-Me Standards</b>	1.10; 2.6; 3.6; 4.7; SS1
<b>Objectives</b>	<p>B201 Describe local laws which pertain to business.</p> <p>B202 Describe state laws which pertain to business.</p> <p>B203 Describe federal laws which pertain to business.</p> <p>B204 Explain workplace regulations such as OSHA, ADA.</p> <p>B205 Describe business' reporting requirements.</p>
<b>Sample Activities</b>	<p>Contact your local chamber of commerce and government offices for information on local laws and regulations affecting business, such as taxes, business permits, etc. Make a list of laws and regulations with which a business must comply. Make a poster which lists the laws and regulations, and the local entity charge with enforcement.</p> <p>Research OSHA regulations and prepare a class presentation on the most relevant OSHA requirements for business. Include how OSHA is enforced and how businesses comply with OSHA.</p> <p>Interview your workplace supervisor to discuss state and federal laws which affect the business. Make a list of those mentioned and present the list and reasons mentioned by your supervisor to the class.</p>

# Curriculum Standards and Indicators

## Ethics and Social Responsibility – ESR C1

<b>Topic</b>	Social Responsibility
<b>Performance Indicator</b>	C. Understand the responsibility business has to society.
<b>Standard</b>	1. Describe social demand that affect business.
<b>SCANS</b>	Information 7; Personal Qualities 13
<b>Show-Me Standards</b>	1.10; 4.3; 4.7; CA3; SS6
<b>Objectives</b>	C101 Define social responsibility. C102 Cite examples of social responsibility. C103 Explain the concept of business stakeholders.
<b>Sample Activities</b>	<p>Prepare a list of the community and charitable contributions made by your company over the last year. Share your list in a class discussion.</p> <p>Make a list of the stakeholders in your company. Ask your supervisor to review the list and make suggestions. Include a statement of the involvement each stakeholder has with the company.</p> <p>Read one of the following three works and write a report including the ethical questions the title characters were involved with and how they resolved them.  <u>The Great Gatsby</u> by F. Scott Fitzgerald; <u>Babbitt</u> by Sinclair Lewis; <u>Death of A Salesman</u> by Arthur Miller.</p>

# Curriculum Standards and Indicators

## Ethics and Social Responsibility – ESR C2

<b>Topic</b>	Social Responsibility
<b>Performance Indicator</b>	C. Understand the responsibility business has to society.
<b>Standard</b>	2. Describe environmental concerns that affect business.
<b>SCANS</b>	Information 7; Systems 15; Personal Qualities 17
<b>Show-Me Standards</b>	1.2; 3.2; 4.5; SS6
<b>Objectives</b>	<p>C201 Describe the environmental risks of business operation.</p> <p>C202 Explain environmental laws and regulations related to business operation.</p> <p>C203 Identify strategies to address environmental concerns.</p>
<b>Sample Activities</b>	<p>Attend an environmental quality committee meeting in your community. Report to the class the issues discussed, decisions made, and how those decisions could affect business in your community.</p> <p>Volunteer for a “Stream Team” in your area. Write a paper based on your experiences which describes how businesses could better contribute to environmental quality.</p> <p>Prepare a list of any specific environmental laws and regulations with which your company must comply. Include steps taken to insure compliance.</p>



# Curriculum Standards and Indicators

## ETHICS AND SOCIAL RESPONSIBILITIES

### RESOURCES

Applied Ethics Resources on the Web

<http://www.ethicsweb.ca/resources/business>

As You Sow Foundation Environmental and Social Responsibility

<http://www.asyousow.org>

Better Business Bureau

<http://www.bbb.org>

Business Ethics Links Library

[http://libnet.colorado.edu/Bell/b\\_topics.html](http://libnet.colorado.edu/Bell/b_topics.html)

Business Ethics Magazine

<http://www.business-ethics.com>

Business Ethics: Managing Ethics in the Workplace and Social Responsibility.

<http://www.mapnp.org/library/ethics/ethics.htm>

Business for Social Responsibility

<http://www.bsr.org>

Commission for Ethical and Responsible Student Behavior. *Taking Responsibility: Standards for Ethical and Responsible Behavior in Maine Schools and Communities*. Augusta, ME: Maine Department of Education, 2002. 6/25/02

[http://www.state.me.us/education/cep/cep\\_reports.htm](http://www.state.me.us/education/cep/cep_reports.htm)

Creating a Code of Ethics For Your Organization

<http://www.ethicsweb.ca/codes>

Eldis Corporate Social Responsibility Resource Guide

<http://www.eldis.org/csr>

Ethics Resource Center

<http://www.ethics.org>

Goodcharacter.com School to Work: Character in the Workplace

<http://www.Character Education - Workplace Ethics - School to Work - Workplace Readiness.htm>

Government Accountability Project

<http://www.whistleblower.org>

Illinois Business Education Association Resources

<http://www.ibea.org/ibeapubs/conferencpublications/2000publication.pdf>

Junior Achievement Business Ethics Center

<http://www.ja.org/ethics>

South-Western Publishing Business News

<http://www.Intro to Business News Topic Business Ethics & Social Responsibility.htm>

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US Department of Justice  
<http://www.usdoj.gov>

US Office of government ethics  
<http://www.usoge.gov>

Utah Valley State College – case studies in business ethics  
<http://www.uvsc.edu/ethics/curriculum/business>