

Internal Assessment Test - II

Sub:	Workplace Ethics and Value Systems					Code:	16MBAHR402		
Date:	19/06/18	Duration:	90 mins	Max Marks:	40	Sem:	IV	Branch:	MBA

		Marks		OBE	
		CO	RBT		
<b>Part A - Answer Any Two Full Questions (16*02=32 Marks)</b>					
1(a)	What is role of Professionalism at Workplace?	[02]	CO2	L1	
(b)	Explain Unethical Conduct for employees and employers.	[06]	CO3	L4	
(c)	Describe the Factors leading to unethical behaviours	[08]	CO2	L2	
2(a)	List out the various different unethical behaviours.	[02]	CO1	L1	
(b)	Analyze the various measures to control unethical behaviours.	[06]	CO3	L4	
(c)	Assess the various strategies of rewarding ethical behaviour.	[08]	CO2	L5	
3(a)	Define Corporate Governance.	[02]	CO1	L1	
(b)	Examine the ethical issues in human resource management.	[06]	CO2	L3	
(c)	Discuss in detail the ethics in retrenchment.	[08]	CO3	L2	
<b>Part B - Compulsory (01*08=08 marks)</b>					
4	<p>Whistle Blowing</p> <p>A graduate student has been working in a lab for a year on what she hopes will be her Ph.D. dissertation research. She has been troubled for the last several months by the possibility that her advisor may be manipulating data used in his publications. This past week, she has just discovered what she believes to be incontrovertible evidence that some of his published data had in fact been fabricated.</p>				
(a)	What should she do?	[02]	CO2	L1	
(b)	With whom should she discuss the issue, if anyone?	[03]	CO1	L2	
(c)	Is there a designated person at your institution to measure such issues?	[03]	CO3	L5	

Course Outcomes		PO1	PO2	PO3	PO4	PO5	PO6	PO7
CO1:	To understand the ethical practices at workplace	1c, 2c, 3a				2a		
CO2:	To address the ethical issues which arise in the work environment?	1a,	3b					4a,
CO3:	To acquaint students with various ethical problems at work place.		4b, 4c				1b, 2b, 2c	

Cognitive level	KEYWORDS
L1	List, define, tell, describe, identify, show, label, collect, examine, tabulate, quote, name, who, when, where, etc.
L2	summarize, describe, interpret, contrast, predict, associate, distinguish, estimate, differentiate, discuss, extend
L3	Apply, demonstrate, calculate, complete, illustrate, show, solve, examine, modify, relate, change, classify, experiment, discover.
L4	Analyze, separate, order, explain, connect, classify, arrange, divide, compare, select, explain, infer.
L5	Assess, decide, rank, grade, test, measure, recommend, convince, select, judge, explain, discriminate, support, conclude, compare, summarize.

PO1 - *Knowledge application*; PO2 - *Analytical and logical thinking*; PO3 - *Team work*; PO4 - *Leadership*; PO5 - *life-long learning*; PO6 - *Analyze and practice aspects of business*; PO7- *Personal and Societal growth*;

## **Answer Keys**

### **Part A**

**1 (a)** Professionalism is all about success and influence; having a reputation for excellence and being thought of as someone who exhibits professionalism under any circumstances can open doors for one either in the workplace or in one personal ambition

**1 (b)** Unethical Conduct for employees and employers

- Investigation
- Contract issues
- Comparable situations
- Communications
- Additional investigation and training

**1 (c)** Factors leading to Unethical Behaviours

- Pressure
- unethical choices
- Self-interest, personal gain, ambition, and downright greed
- Misguided loyalty
- never learned or do not care about ethical values
- Individual characteristics
- Organization's Culture
- Stage of Moral Development

**2 (a)** Different unethical behaviours

- Misusing company time
- Abusive behavior
- Employee theft
- Lying to employees

**2 (b)** Measures to control unethical behaviours

- Create a Code of Conduct
- Reinforce Consequences
- Show Employees Appreciation
- Welcome an Ethics Speaker
- Create Checks and Balances
- Hire for Values
- Using incentives/reward systems

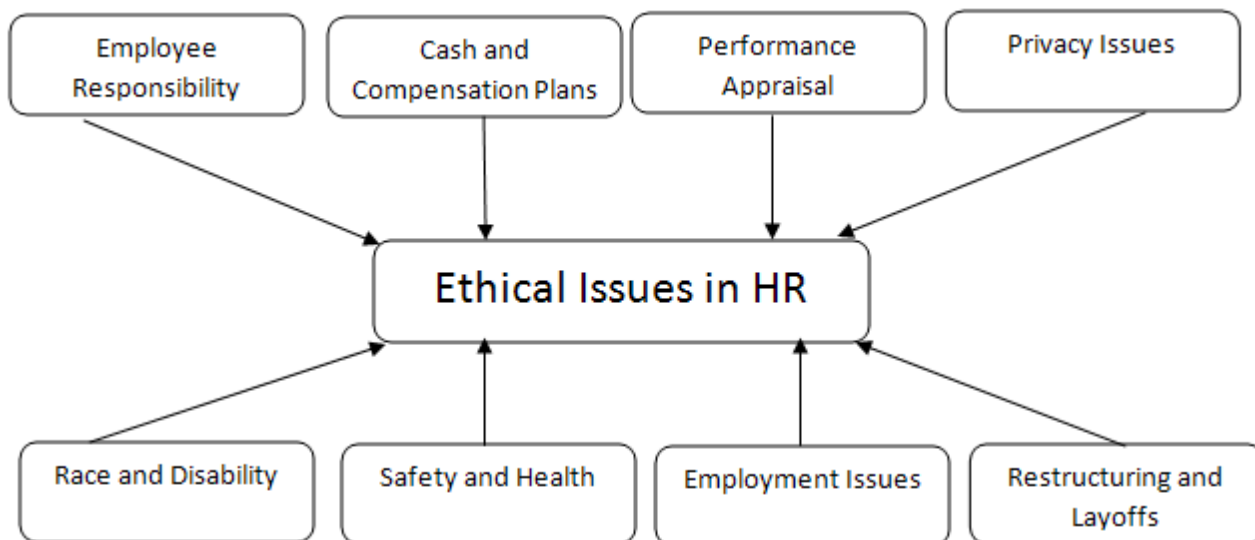
**2 (c)** Rewarding ethical behaviour

- Use an ethics screen for job candidates
- During orientation, expose new employees to the organization's Code of Ethics, Code of Conduct, and ethical decision making process
- In the spirit of continuous improvement, require annual ethics and diversity training workshops for all employees
- Establish an ethics reporting system, such as an ethics hotline, in which employees can confidentially raise ethical issues and receive ethical guidance
- The most important ethics reference point is an employee's direct supervisor or manager.

- The work unit's ethics should be reinforced through work goals and performance appraisals that reward ethical behaviors and punish unethical behaviors
- An ethical organization is a community of people where every employee is treated with dignity and has a sense of organizational ownership and accountability
- Ethical organizations place a high value on appropriately managing the earth's scarce resources and creating environmentally healthy workplaces for their employees
- An ethical organization aspires to be a model citizen, joining other stakeholders in creating vibrant communities for the well-being of its employees and other residents
- All of these ethics mechanisms require assessment and modifications based on feedback from those they affect

**3 (a)** Corporate governance is concerned with ways of bringing the interests of investors and manager into line and ensuring that firms are run for the benefit of investors

**3 (b)**



**3 (c)** Ethics in retrenchment

- Show appreciation
- Offer an explanation: When communicating changes to staff, managers should ensure they address:
  - The reason for the job reductions
  - The support offered to redundant staff
  - Future career development options for current staff
  - How workloads will be managed
- Expectations of staff moving forward
- Focus on workloads
- Exit strategy

**Part B**

4 (a) Open Ended answers. However, the answers which they present should be justified with the relevant illustrations.

4 (b) Open Ended answers. However, the answers which they present should be justified with the relevant illustrations.

4 (c) Open Ended answers. However, the answers which they present should be justified with the relevant illustrations.