1. Record Nr. UNINA9910450195103321

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Titolo Ethics in business [[electronic resource]]: a guide for managers //

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Pubbl/distr/stampa Los Altos, Calif., : Crisp, c1989

ISBN 1-4175-2468-5

Descrizione fisica 1 online resource (78 p.)

Collana Fifty-Minute series

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Disciplina 174/.4

Soggetti Business ethics

Executives - Professional ethics

Electronic books.

Lingua di pubblicazione Inglese

Formato Materiale a stampa

Livello bibliografico Monografia

Note generali Bibliographic Level Mode of Issuance: Monograph

Nota di contenuto

Understanding the problem and the need. Some important objective for

the reader: Definitions of ethics Identifying your ethical concerns: Case study I -- The forces that shape ethical behavior. When and where do we develop ethical values; Ethics and your job; Factors that modify ethical values; Case study II -- Ethical consideration in the transactions with employees. Ethical implications in choosing between people; Ethics and performance appraisal; Case study III; Ethics and communications with employees; Ethical approaches to maintain discipline; Administering reward systems -- Ethical consideration sin transactions with your boss. Following orders and directive from above : Case study IV : Supporting and communicating with the boss : Ten ethical mistakes to avoid -- Ethical consideration in transactions with your peers. Supporting and communicating with peers; Collaboration: a beneficial and ethical tool; Constructive problem solving; Case study V -- Solving ethical problems. An organized approach; Solving ethical problems: the ten step method; Case study VI -- Review and suggestions for the future. Reading review; Five rules for ethical behavior; Design a life plan for the future; Responses to cases.