PROFESSIONAL DEVELOPMENT TRAINING

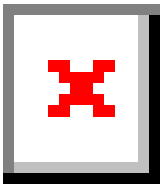
016 299 1479

REQUEST QUOTE

1.0 DAY COURSE

Business Ethics Training

In order for an organization to observe standard behavior and uphold high ethical standards, employees should be provided with an ethics policy. It is very important to teach your staff the different distinctions of professional ethics as this is very helpful in creating a productive and harmonious workplace.



This Business Ethics training course from PD Training will help you in defining the business environment ethics, reporting unethical conditions, understanding the serious effect of unethical behavior and differentiating ethics in the workplace and personal morality.

Participants in this course will have a better understanding of the significance of acting ethically in the workplace. This engaging business ethics training course is available now in Kuala Lumpur and Malaysia.

This Business Ethics training course can be delivered at your premises by one of our expert local or international trainers or live online using our HIVE technology.

Contact us today for a quote or enroll now into the next public course date.

What You'll Gain:

Every day key decisions are made about how resources are are used and consumed in the enterprise. The ethical imperative is to ensure that resources are used in the most appropriate way within the context of the organization and the broader context of the organization in the community.

Ethics should maintain a positive effect on the employees surroundings, creating an atmosphere of decision making that fosters help and not harm. This course will pose a series of questions that will form the basis of a practical ethical framework.

Outcomes

In this course participants will:

- Understand what 'business ethics' is
- Learn how to make ethical decisions
- Receive practical tools to implement ethics in the workplace
- Understand employee rights to enable and create privacy, harassment & technology policies
- Understand your business & social responsibilities
- Learn how to balance personal and organization ethics
- Learn when to "blow the whistle"
- Be able to identify unethical behaviors

Modules

Lesson 1: Getting Started

- Workshop Objectives
- Action Plans and Evaluation Forms

Lesson 2: What is Ethics?

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

Lesson 3: Implementing Ethics in the Workplace

- Benefits
- Guidelines for Managing Ethics in the Workplace
- Roles and Responsibilities

Lesson 4: Employer/Employee Rights

- Privacy Policies
- Harassment Issues
- Technology

Lesson 5: Business & Social Responsibilities

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

Lesson 6: Ethical Decisions

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

Lesson 7: Whistle Blowing

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

Lesson 8: Managerial Ethics

- Ethical Management
- Identifying the Characteristics
- Ensuring Ethical Behaviour

Lesson 9: Unethical Behaviour

- Recognise & Identify
- Preventing
- Addressing
- Interventions

Lesson 10: Ethics in Business (I)

- Organisation Basics
- Addressing the Needs
- Ethical Principles

Lesson 11: Ethics in Business (II)

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

Lesson 12: Wrapping Up

- Words from the Wise

Talk to our expert team

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