

# Making Ethical Decisions

## ***Course Description:***

Nearly every day we see examples, and the resulting consequences, of people making unethical decisions. Making ethical choices should be pervasive throughout an organization – from top management to clerical staff. Setting high ethical standards for ourselves and our companies is fundamental to building trust. Trust is the foundation of any successful association.

So, how do we make ethical decisions? That's what we'll be discussing in today's session.

## ***Course Objectives:***

Examine the definition of ethics.

Review ethical principles and values.

Discuss a step-by-step process that can be used for making ethical decisions and apply this process to several case studies.

Examine the positive impact ethical behavior has on business relationships and discuss how our organization's leaders are a vital piece of the process.

## ***Instructor's Bio:***

Michele O'Brien-Rose provides business advisory services, concentrating on process improvement and personal development. This includes planning, developing and facilitating a variety of learning opportunities, focused on continuously improving business and interpersonal skills, helping individuals achieve their personal development goals. It also involves working with organizations, identifying and evaluating ways to improve processes and drive strategic change. Michele is also actively involved with various professional organizations and community groups as a speaker and workshop facilitator.

Michele has over thirty years' business experience, working with the retail, computer software manufacturing, real estate and construction industries; engineers, architects and certified public accountants; and not-for-profit and governmental entities. She was also a full-time college instructor, teaching accounting and information systems courses.

Michele's undergraduate degree is in Psychology and she has an MBA with a dual emphasis in Accounting and Service Management. She is also an Accredited Mindshop Facilitator and is qualified by The Ken Blanchard Companies to deliver the Situational Leadership II program.

Michele is a CPA and a member of the American Institute of Certified Public Accountants, Colorado Society of Certified Public Accountants, American Business Women's Association, and Toastmasters International. She is also a volunteer instructor for Junior Achievement