# Discussion Topics

# Chapter 12: Doing the Right Thing

The following Discussion Topics correlate with *Job Savvy*, sixth edition. Discussion Topics provide directions to help you in instructing your students during class time.

Activities Supplements are provided in the ebook to offer students guidance to complete activities found in the margins of their workbook. You may want to present these as in-class activities or as homework assignments. Review Activities are provided in separate handouts to instructors only. The questions found therein may be used in the classroom or as review activities (graded or not).

# Discussion Topics

## Ethical Problems for Business (page 182)

### Introduce this chapter by discussing the three levels of ethical behavior: federal, state, and local laws and regulations; company policies; and moral or virtuous behavior. After students have completed “Your Ethical Behavior” (page 182), discuss their answers. Continue the discussion by reviewing the ethical problems businesses encounter.

## Common Ethical Dilemmas (page 183)

Define ethical dilemma. Ask your students to read each of the ethical dilemmas listed on pages 183–186. After reading the case studies, students should write a brief description of how they would handle each situation. Note: Don’t discuss the situations at this time. This information will be used later in the chapter. Using “Guidelines for Making Ethical Decisions” (page 186) to review the nine questions that can be used when making an ethical decision.

## How Job Savvy Are You? (page 188)

Students should complete this activity using the questions from “Guidelines for Making Ethical Decisions” listed earlier. Students should write a solution for each case study, giving reasons for their solution. In the large group setting, they will share their answers and reasoning.

## Common Ethical Problems (page 190)

This section (pages 190 – 194) presents seven situations that require workers to make ethical choices. Students should complete this section by reading each situation and completing the written work. In class discuss each situation and the ethical choices involved.

## Software Piracy, Freeware, and Shareware (page 192)

Define *software piracy*. Use the information here and in the text to discuss this problem in the workplace.

## How Job Savvy Are You? (page 195)

Use this exercise to allow students to apply their ethical learning. In each of the four case studies the student must explain their answer. After the exercise is completed, discuss the answers and reasoning in the class.

## A Useful Skill: Critical Thinking (page 196)

Discuss the need for workers with critical thinking skills. Point out that critical thinking is used whether making an ethical choice or solving a technical problem. Using reason and logic, a conclusion is reached and action taken. Approaching dilemmas without emotions provides solutions rather than chaos.

## Summary Discussion Topic

Discuss this question with the class. How do you plan to make ethical decisions in your workplace?

# Additional Resources

### Videos

Use the provided Video presentations to share helpful, chapter-specific visuals and information with your students.

### Additional Resource

In the Additional Resources document you will find links to important sources of information related to each chapter of *Job Savvy*. You can find more information about job search and success at <https://JIST.com>.