



LONDON CAPITAL COMPUTER COLLEGE

Diploma in Business Admin. & Computer Systems (501) – Business Ethics

Prerequisites: Basic knowledge of office procedures.	Corequisites: A Pass or better in Certificate in Business Studies or equivalence.
<p>Aim: The course focuses on the application and evaluation of scholarly articles, case studies, and real-life ethical dilemmas using an ethical decision-making model. Students will evaluate personal value systems; individual, leadership driven, organizational, and community ethical issues; and the social responsibilities of global organisations. The course examines the role and importance of ethics in a complex business environment, as well as the relationships and social responsibilities of individuals, organizations and communities. Students will also discuss ethical philosophy and apply an ethical decision making process to practical ethical dilemmas confronting leaders and managers in the workplace. This course is designed for the student with an interest in organizational and business ethics. The focus is on how we act as individuals and how we contribute to group accountability. The class will provide each student with a framework for thinking in an ethical manner. In addition the class will explore everyday ethical thinking. Most topics will be explored using the case study method. Although designed for the business student, this class is open to all students with an interest in exploring everyday ethical behaviour on an individual and group level.</p>	
Required Materials: Recommended Learning Resources.	Supplementary Materials: Lecture notes and tutor extra reading recommendations.
Special Requirements:	
<p>Intended Learning Outcomes:</p> <ol style="list-style-type: none"> 1. Analyse the role ethics play in business. Outline how through awareness of ethics, can entrepreneurs desist from engaging in business practices that lead to loss of human life and human rights, compromise the environment or bring about gain at the unfair expense of other businesses, employees, consumers. 2. Analyse the ethical responsibilities of employees and other third parties. Describe the challenges of operating with integrity 3. Explore different ethical theories. Outline the role of ethical theories in ethical reasoning and behaviour within organizations 	<p>Assessment Criteria:</p> <ol style="list-style-type: none"> 1.1 Describe the importance of business ethics 1.2 Evaluate the complex relationship between business, individuals, organizations and other segments of society 1.3 Explain the role of ethics in entrepreneurship. 1.4 Describe how good ethical behaviour can also help entrepreneurs 2.1 Present the ethical responsibilities of employees 2.2 Investigate the type of business decisions managers make 2.3 Explore public and social issues faced by businesses 2.4 Explain the different kinds of ethical dilemmas businesses face 2.5 Demonstrate professional code of conduct 2.6 Describe how businesses can improve their ethical performance 2.7 Analyse the connection between business and political decision making 3.1 Compare and contrast theological and philosophical ethics 3.2 Distinguish between moral and legal rights

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<p>4. Describe the impact and implications of corporate culture and analyse the types of corporate cultures</p>	<p>3.3 Discuss whether businesses should be involved in politics 3.4 Analyse the relationship between international businesses and governments</p>
<p>5. What is corporate social responsibility? Outline how corporate social responsibility impacts businesses on the wider world and how to use this impact in a positive way.</p>	<p>4.1 Describe the relevance of corporate culture 4.2 Explore the role of leadership in corporate culture 4.3 Describe interdependencies between organization and communities 4.4 Analyse relationship between vision and values</p>
<p>6. Explore the rights and responsibilities of employers and employees and the areas related to these rights and responsibilities</p>	<p>5.1 Define corporate social responsibility 5.2 Describe the principles of corporate social responsibility 5.3 Evaluate socially responsive management criteria 5.4 Justify corporate conscience awards 5.5 Describe good governance</p>
<p>7. Demonstrate the role played by technology. Identify ethical challenges posed by technology.</p>	<p>6.1 Discuss employer responsibilities 6.2 Analyse the benefits and challenges of diversity in the workplace 6.3 Analyse employee duties and rights</p>
<p>8. Analyse business issues from producing safe products to marketing concepts</p>	<p>7.1 Describe the importance of technology 7.2 Describe eCommerce 7.3 Assess how secure information is in today's world 7.4 Investigate the economic, ecological, political and privacy rights 7.5 Describe privacy and privacy rights</p>
<p>9. Analyse environmental issues affecting business. Explore environmental issues that are relevant to businesses.</p>	<p>8.1 Explore the balance between safeguarding the consumer and supplying them with goods and services 8.2 Demonstrate the influence of media industry</p>
<p>10. Describe the role of Corporate Governance in Business?.</p>	<p>9.1 Describe business environmental responsibilities 9.2 Explain the ecological challenges 9.3 Analyse UK environmental laws 9.4 Evaluate your countries' ecological foot print</p>
<p>11. Outline legal, cultural, and ethical challenges that organisations face in Global Business. Discuss ethical issues confronting international business.</p>	<p>10.1 Describe the legal duties of board members 10.2 Describe shareholders, their goals and legal rights</p>
	<p>11.1 Describe advantages and disadvantages of globalisation 11.2 Describe anti-trust laws, mergers and global competition 11.3 Discuss international business issues like child labour and human rights</p>

	11.4 Analyse global issues and challenges
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Recommended Learning Resources: Business Ethics

Text Books	<ul style="list-style-type: none"> • Ethics in Practice by Kenneth Andrews ISBN-10: 0875842070 • Perspectives in Business Ethics by Laura Pincus Hartman ISBN-10: 007253852X • Business Ethics by Milton Snoeyenbos ISBN-10: 1573929034
Study Manuals 	BCE produced study packs
CD ROM 	Power-point slides
Software 	None