

Finance and Investment Career Cluster
Ethics, Honesty, and Integrity
 Program Lesson Plan Grid

SECTION # 1
Cluster Foundations

N = Not exposed to task, 1 = Exposed to the task, 2 = Accomplishes task with help, 3 = Accomplishes task to criteria, 4 = Exceeds criteria and/or able to teach task

VIII	Ethics and Legal Responsibilities
1	<i>Practice ethical behavior to instill trust and confidence.</i>
1.1	Exhibit professional conduct to build trust.
1.11	Exhibit respect for others.
1.12	Accept responsibility for actions.
1.13	Demonstrate honesty and integrity.
1.14	Select products to meet customer needs.

LESSON TITLE: Honesty and integrity in business relationships **LESSON NUMBER:** _____

MATH CONTENT STANDARDS: High School – L1.2.1, L4.1.1, L4.1.2
Sixth grade – N.FL.06.12

ENGLISH LANGUAGE ARTS CONTENT STANDARDS: CE1.1.2, CE1.1.3, CE1.1.4, CE1.1.5, CE1.1.6, CE1.1.7, CE1.1.8, CE1.2.1, CE1.2.2, CE1.3.1, CE1.3.2, CE1.3.6, CE1.3.7, CE1.4.1, CE1.3.8, CE2.1.3, CE2.1.4, CE2.1.7, CE2.1.10, CE2.1.11, CE2.1.12, CE2.3.1, CE2.3.6

SCIENCE CONTENT STANDARDS: N/A

SOCIAL STUDIES CONTENT STANDARDS: *Standards not yet available.*

TECHNOLOGY CONTENT STANDARDS: Social, Ethical, and Human Issues – 1, 2, 4

CAREER OF EMPLOYABILITY SKILLS CONTENT STANDARDS: High School – Personal Management – 5.10

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LESSON PLAN:

SUPPLIES/EQUIPMENT	RESOURCES
None If desired, students could access resources and web sites online. Business people who are in financial, medical, or business or other business positions that deal with ethics, confidentiality, disclosure, HIPPA, and other ethical situations.	Review eBay rating system at www.ebay.com http://ezinearticles.com/?Business-Relationships-Built-On-Trust.-Reliability.-Honesty-and-Integrity&id=98374 http://www.globalethicsuniversity.com/integrity-at-work.php www.dictionary.com
1. INTRODUCE THE CTE LESSON	TEACHER NOTES/ANSWER KEYS
<i>Relationships in business are critical to success. It is not only important to make the relationships, but it is also important to ensure that the relationships are long lasting as you build a network of contacts in your chosen field. The reputation you create is the reputation you have to live with for a very long time.</i>	This is a teacher led classroom discussion activity.
2. ASSESS STUDENTS' ACADEMIC AWARENESS AS IT RELATES TO THE LESSON	TEACHER NOTES/ANSWER KEYS
<i>How does it feel when you interact with someone that you believe is not trustworthy or is deceptive on a regular basis? Are you anxious to work or interact with people with these characteristics? Have you ever had someone doubt your "word" or integrity? How did that make you feel?</i>	
3. WORK THROUGH THE ACADEMIC EXAMPLE EMBEDDED IN THE LESSON	TEACHER NOTES/ANSWER KEYS
<i>Amid corporate scandals in recent years what was the public's reaction to these ethical lapses in the corporate world? Are these company issues or individual issues? Companies are a compilation of the whole of the individual employees in the organization and the integrity that these individuals demonstrate. Individuals are ultimately labeled as someone who can be trusted and relied on.</i>	Use recent and relevant examples of national or local company violations of ethics or integrity. i.e. Enron
4. WORK THROUGH RELATED, CONTEXTUAL ACADEMIC EXAMPLES	TEACHER NOTES/ANSWER KEYS

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When you buy and sell on eBay, the people that you deal with rate their experience with you – what do they use as criteria to determine their rating?

*Would you rather deal with someone who has a rating of 99% or 75%?
Which is better? Why?*

*In this classroom we are building relationships.
You come each day prepared, give it an honest effort, have respect for the equipment and other things in the classroom, are attentive when I am talking, take responsibility for your actions, and I am going to give you a positive rating.
If, however, you are tardy on a regular basis, are disruptive or disrespectful to me or other classmates, are inattentive when I am talking, blame your actions on others, or are not prepared to work, I am going to give you a lower rating.
This is similar to the eBay rating system. We are building a relationship based on respect and trust in the workplace.*

Students sometimes accuse teachers of having favorites – when in reality, oftentimes, the teacher may just have a higher “rating” of a student, and therefore have more faith in them to handle tasks they may not want to rely on other students that they have rated lower.

Likewise, students establish rating of teachers based on their experiences with them and this impacts their long-term relationship.

Higher ratings earn more privileges; lower ratings earn a more constraining experience in the classroom. Your choices will impact your rating and therefore your experience in this classroom.

5. WORK THROUGH TRADITIONAL ACADEMIC EXAMPLES	TEACHER NOTES/ANSWER KEYS
<p>Honesty is the best policy - when there is money in it. - Mark Twain</p> <p>Tricks and treachery are the practice of fools that don't have brains enough to be honest. - Benjamin Franklin</p> <p>Honesty is the best policy. - Benjamin Franklin</p> <p>Integrity without knowledge is weak and useless, and knowledge without integrity is dangerous and dreadful. Samuel Johnson</p> <p>The integrity of the game is everything. Peter Ueberroth</p>	<p>Display the following, or similar quotes in some type of media in the classroom</p> <p>Use other sample quotes from celebrities or others that the students can relate to. Try to relate the famous people to the students.</p>

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6. STUDENTS DEMONSTRATE THEIR UNDERSTANDING	TEACHER NOTES/ANSWER KEYS
<p><i>To yourself:</i> <i>Can you think of anyone you know that you believe demonstrates integrity and honesty in their daily lives?</i> <i>Can you think of someone you know that you believe demonstrates a lack of integrity in their daily lives?</i> <i>Which person would you want to buy your next car from?</i> <i>Who do you know that deals with ethical values or questions every day?</i></p>	<p>Ethical examples 1 and 2.</p>
7. FORMAL ASSESSMENT	TEACHER NOTES/ANSWER KEYS
<p>Include questions on honesty and integrity on a future unit test or exam. Write a 2-3 page written report, in MLA format, based on an interview with a business person who deals with ethics and/or confidentiality.</p>	<p>Discuss/review communication skills for interviewing, writing drafts and revising, grammar and mechanics, and MLA format.</p>
VOCABULARY	
<p>Honesty – the quality of being honest. Honest – honorable in principles, intentions, and actions; upright and fair: trustworthy, Integrity – adherence to moral and ethical principles; soundness of moral character; honesty. Ethics – a system of moral principles Ethically - Being in accordance with the accepted principles of right and wrong that govern the conduct of a profession. Confidentiality - Assuring information will be kept secret, with access limited to appropriate persons</p>	

Authored by: Joyce Hansen, Tom Knight, and Penny Ventrone

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Ethical Examples:

1. A young lady, 2 years out of college, was offered a position at a branch office of one of the “big four” international accounting firms. She interviewed in late June, was offered the position in early July, but could not start until the background check was completed. As she would be dealing with confidential financial data of clients from small businesses to large, well known, corporations, the background check was extensive.

During the background check, the accounting firm contacted her high school math and accounting teachers as well as counselors. They did the same with her college professors. They contacted every employer for whom she had worked, starting with high school and going through college, looking for any signs of dishonesty or unethical behavior. This included looking for shortages at the grocery stores where she had worked as a cashier and then bookkeeper.

They looked at school records for grades, discipline records, and attendance. They checked driving records and police records for her entire family and finance. They contacted friends, neighbors, sorority sisters, and random high school and college classmates.

The background check took until early November. She was finally able to start the position the last week of November. She went from the branch office to the British office and is now at their international headquarters.

2. A 25 year-old man graduating from college with a master’s degree in applied mathematics hired by a company with major defense contracts with the U.S. government. During his final interview he asked what he would be doing, and their reply was “We can’t tell you until you pass the background check. All we can tell you is you will be working with applied math.” After he “started work” at the company, he spent a month in a supervised “employee lounge” reading magazines until the background check was completed.

Again, the background check was extensive, much like the one for the accounting firm. However, this company not only checked with friends, they did some background checking on his 4-5 closest friends. In addition, they continue to do moderate checks all of his connections such as new friends or girl friends. When he recently became engaged, they did a thorough background check of his finance.