



A WOMAN-OWNED SMALL BUSINESS

800-224-3731

wanda@themathisgroup.com
keith@themathisgroup.com
kim@themathisgroup.com
www.themathisgroup.com

9515 N SPRING VALLEY DR
PLEASANT HOPE, MO 65725

FAX 417-759-9110

The Messenger

March/April 2021

A Letter from Kim

Ethical decisions are tricky. If you talk to 10 different people, you will get 10 different definitions of ethics, along with 10 different solutions to an ethical problem. We have all faced an ethical situation, whether it be socially or professionally, where we have felt like we are between a rock and a hard place. How do you deal with such a situation? What do you do if you know someone you work with is behaving unethically?

First, let's look the definition of ethics. According to *The Complete Idiot's Guide to Understanding Ethics*, ethics clarifies "the nature of right and wrong, good and bad." It tells us how we should behave. Along with ethics, norms, beliefs, values, moral standards, and laws are considered when dealing with a problem. Let's look at each of these in greater detail.



Ethics in the Workplace

Norms - Norms are when everyone agrees on the way things should be done. It is how you expect all people to act. For example, it's a norm that people should be honest. If you can't trust others, there is no way that any business can be conducted. You will always be second guessing if you can have confidence in what others are telling you.

Beliefs - Beliefs are the way you expect others to think. Beliefs don't require any action, only the thought process that supports an individual's norms.

Values - Values are the priorities that you have established for your norms and beliefs. They are the norms and beliefs that an individual feels are the most important.



PMP® EXAM PREP CLASSES

You pass or we pay for the 2nd and 3rd test

Ethics in the Workplace continued

Moral Standards - Moral standards are whether you feel an act is right or wrong. This is very subjective and can be influenced by emotions.

Laws - According to LaRue T. Hosmer, laws are a set of universal rules that are “widely published, generally accepted, and usually enforced.” These are ways that a person is required to act in society or else risk some form of consequence.

Each of these areas influence how you react to a situation. Just because a circumstance does not break any laws, does not necessarily mean that it is ethical. What one person considers to be ethical may not be the same for others.

There are some instances when you observe someone making an unethical decision that you must call them on. This is a tough decision that many face. On one hand, you know what the fellow employee is doing is wrong. However, you don't want to be considered the tattletale of the organization. What do you do? There are many things that you must consider when making this daunting decision. First, you have to think about the consequences to you and the company if you tell. Will the company benefit? Will there be repercussions to you? You also have to think about the responsibility that you have to yourself, others, and your organization. To whom do you ultimately answer? Have you made a promise to someone that will be broken if you tell?

No matter if you choose to tell or not, NEVER blow the whistle on someone as payback. Just because you didn't get the promotion you were hoping for or a co-worker took credit for a project you did, doesn't mean that you should “squeal” on someone.

Ethical situations are stressful, to say the least. A lot of thought must go into making the best decision. Make sure that you are making the decision based upon the right motivation - not whether you're mad at the person or you don't want to cause any conflict.

Adapted from *The Complete Idiot's Guide to Understanding Ethics* by David Bruce Ingram, Ph.D., and Jennifer A. Parks, Ph.D. and *The Ethics of Management* by LaRue Tone Hosmer.

PMP, PMI-ACP, and the Authorized Training Partner logo are registered marks from Project Management Institute, Inc.

2022 BOOT CAMP DATES

April 25-28	Live, Virtual PMP®
June 21-24	Live, Virtual PMP®
Aug 29-Sept 1	Live, Virtual PMP®
October 24-27	Live, Virtual PMP®
December 5-8	Live, Virtual PMP®

Visit www.themathisgroup.com

YOU PASS OR WE PAY

Proverbs 11:13

Whoever goes about
slandering reveals secrets, but
he who is trustworthy in spirit
keeps a thing covered.

Truth

Proverbs 16:2

All the ways of a man are pure
in his own eyes, but the Lord
weighs the spirit.

Ethics or simple honesty is the building
blocks upon which our whole society
is based, and business is a part of our
society, and it's integral to the practice
of being able to conduct business, that
you have a set of honest standards.

Kerry Stokes





FREE VIRTUAL PMP® MASTERMIND GROUP: THE ROAD TO PMP® PREPARATION

MAY 23-27
SEPTEMBER 12-16

The Project Management Professional (PMP®) certification is the most sought-after credential in project management, and individuals attempt daily to pass the exam without success. This PMP® Exam Prep Mastermind Group attempts to help those desiring a PMP® gain a better understanding of the process.

This course is not a boot camp to prepare for the exam but is a means to guide those in the early stages of seeking the PMP® certification. We will help individuals focus on pre-learning content, select proper documentation, complete as much of the application as possible, and select an Authorized Training Partner from Project Management Institute (PMI®).

This Mastermind Group goes through the PMP® exam content objectives and allows participants to take mockup PMP® exam questions, vocabulary tests, and receive an Exam Memory Chart to assist them in passing the new 2021 test.

This five-day course requires a commitment of one hour each day from participants. Each participant receives coaching, counseling, and guidance that helps make better decisions when preparing for the PMP® test. All discussions and suggestions will align with the current test and objectives.

For more information and to register, go to
www.projectcoachingexpert.com