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Question 1: What does it mean for an individual to act in an ethical manner?

- Following rules and laws.
- Being fair when dealing with others.
- Avoiding corruption and dishonesty.
- Showing respect to others at work.
- Being truthful in what they say and do.
- Not cheating or stealing.
- Doing what is right even when no one is watching.
- Following workplace policies.

Question 2: How can an organization act ethically?

- The leaders should lead by example.
- The company should have clear ethics policies.
- Employees should be trained in ethics.
- The organization should not tolerate corruption.
- Fair treatment of employees and customers.
- Companies should ensure they follow environmental laws.
- Encouraging social responsibility programs.
- Making sure suppliers also follow ethical guidelines.
- Being transparent in business operations.
- Regular audits to check compliance with ethics policies.

Question 3: How should Cisco balance its resources between business and social responsibility?

Definition: Corporate Social Responsibility (CSR) means that a company should care about its employees, the environment, and the community while running its business.

- Cisco trains employees on ethics.
- They support employees with good benefits.
- They encourage employees to donate to charities.
- Cisco reduces pollution from its operations.
- They ensure their suppliers follow ethical rules.
- They help improve education and healthcare using technology.
- They provide disaster relief by donating money and resources.

Question 4: Examples of how managerial behavior can encourage unethical behavior.

- Managers put too much pressure on employees to meet targets.
- Managers do not provide clear ethics guidelines.
- Managers set a bad example by acting unethically themselves.
- Employees see that unethical behavior is not punished.
- Employees are overwhelmed with too many policies and ignore them.