Class: SE 1 Department: CE

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Report No. 4 Roll No. 21102

Ethical ways of handling work, client and colleagues

**INTRODUCTION:**

An activity was conducted on the topic “Ethical ways of handling work, client and colleagues” which was coordinated by our subject teacher Prof. Sarang Joshi sir.

The batch was split into two groups of 10 people each and the discussion was carried out.

**ACTIVITY DETAILS:**

We had to analyse a case study presented by Harvard Business School about How to Speak About Ethical Issues at Workplace.

The students conclude that in case of ethical issues in the workplace. The individual in question should:

First, confront the issue or the person creating this issue.

If the issue is not solved the individual should go to the internal channels of organizations to complain. If there are no internal channels, the person can simply talk to the higher-ups. If no action is taken and the issue is an egregious one the person should consult external channels like Law Enforcement or Media. If this issue makes them unable to work in that workplace the person should be able to resign and have their morals and dignity intact.

**PURPOSE:**

The purpose of this activity was to make students aware of proper and globally accepted ethical way to handle work, colleagues, and clients. Make them aware of different ways to solve things from an ethical point of view.

**CONCLUSION:**

We discussed and learnt about various ways of maintaining professional ethical relationships with work, colleagues and clients.

While performing the activity , we also learnt to develop group communication skills, learn to speak up one’s opinion in a forum. Cultivate the habit of presenting solution-driven analytical arguments making them contributors in any team.