



ACM Code of Ethics and Professional Conduct

1. Principle 1: Strive to achieve high quality in both the processes and products of professional work.

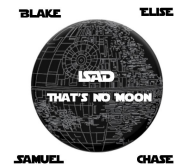
- a.** As a team, we will work hard to create the highest quality documentation and presentations that we possibly can. High quality work is a token of respect towards stakeholders and the work itself. Negative quality work not only disrespects stakeholders, but it also could have negative consequences. In order to achieve high quality work, we will peer review documents, use constructive criticism, practice presenting, and have a positive attitude.

2. Principle 2: Articulate, encourage acceptance of, and evaluate fulfillment of social responsibilities by members of the organization or group.

- a.** The social responsibilities of an organization or group are incredibly important. Social responsibilities could include making socially conscious investments, engaging in charitable giving and volunteering, and honoring unfamiliar values and cultural norms. Our group plans on encouraging each other to understand differences, volunteer, and think about the implications of our actions.

3. Principle 3: Honor Confidentiality

- a.** As a team, we will strive to uphold the utmost confidentiality, for all of our stakeholders. This principle shall be upheld in all cases, but especially where there is a clear case of some law, or laws being broken. We shall achieve this by



putting together correct systems that will ensure that no private information will be leaked to the public.

4. Know and respect existing rules pertaining to professional work.

- a. Understanding the right way to do things is important when working. If things are done incorrectly, then stakeholders will suffer, becoming angry and disappointed. “Rules that are judged unethical should be challenged.” We agree with this. If our workplace knowingly implements unethical practices, we should stand up for what we think is right or leave that environment.

5. Be honest and trustworthy.

- a. Attempt to make efforts when working to keep as much information out there as possible. In other words, do not hide important things from your boss, don’t make project resources only available to you and hidden from coworkers, etc. Do things right the first time so you are seen as trustworthy and reliable. When interacting with clients, make sure to tell them the truth about the project or product. Don’t tell the client you can make a deadline that is unrealistic.
- b. In the industry class, we can apply this idea in a few different areas. For example, we should provide all our relevant materials to the relevant stakeholders. We should make sure all teammates have access to the documents, with explanations of what everything is. If we use other people’s ideas, we will credit them, so that we will not plagiarize.