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**Personal Values & Organizational Culture Worksheet**

**After reading the Personal Values and Professional Responsibilities article and watching the video on Organizational Culture, please respond to the following reflection questions. Each answer should be no more than 1 paragraph.**

1. What are 3-5 of your personal values? How will they/do they affect how you work?

* Commitment: I have always shown commitment to my work. For me, my work comes first and I do it diligently and wholeheartedly. This value has made me gain my manager’s trust. Whenever there is a challenging situation, my manager trusts me blindly and is sure that the work will be done with utmost quality on time.

Not trusting others with work: I have a tendency to complete the whole work by myself rather than delegating it. I have the fear that others might not understand the importance of the deadline and might compromise on the quality and it would take me a lot of time to make them understand what is to be done. Despite knowing that this is wrong behavior, I still can’t let go of the fear and try to hold the project to me.

Following the process: I am always of the opinion that any work done by following the process cannot go wrong. And I am a strong believer of this thought. I have always followed the process like using CI/CD for deployments, automated testing, writing unit tests, etc. to support my code and it has always helped me push the best code to production with confidence.

1. Which of the 4 obstacles from the *Personal Values and Professional Responsibilities* article seems to get in your way most often when it comes to working and living your personal values? How does that obstacle get in your way?

* Out of the 4 obstacles, sustaining commitment, unbridled self-interest, right-versus-right conflicts, and right-versus-wrong situations, I am always obstructed right-versus-wrong situations. There have been cases when the deadlines are strict and the project is vast. So just to meet deadlines, we are told to skip a few processes like not to do automated testing and push the code after manual testing to save time, etc. I understand the urgency of the project but I can never do that. Hence this is a case when I am stuck with right-versus-wrong situation. I know that it is the need of the hour to skip this step but it is against my principles to not follow the set process just to achieve something in time. Sometimes, I stretch myself to complete all the required processes so that we are confident enough with our code. There have been various other instances where I have been caught up in such situations often.

1. Choose 1 difficult situation from your work or life’s experience that reflects either *exit, loyalty, or voice*. Describe the situation briefly and explain why you chose the response you made. (1- you chose to exit the situation, 2- you “did what you were told”, or 3- you chose to speak up and raise concerns.)

* I would like to share an experience from my work. We had a very crucial project of moving the entire database from one platform to the other and the data was huge. The upper management came up with a strategy that each team will be responsible for their own data. So every team started the process of moving their own data without taking care of what its dependent data is doing. After everyone was done moving the data, and the entire flow was tested, there was a huge dip in the data and everyone suspected that it might be because in a lower environment we might not have the entire data and took the decision of proceeding towards pushing the data to production. However, when I did some testing, I found that the miss is not because of the environment but it is because there is some gap in the process that we followed and we might have to redo some of the work done. Here I had various options, but I chose to speak up. I told my manager about my findings and we had several meetings where I put forth my findings and the leadership then decided to stop the production push and made a decision to step back and look at the amendments needed. We then started solving the problems from the root. After fixing this, when we did the testing, we got the perfect data. I am happy that I raised my voice here and did not stay quiet.

1. According to the Organizational Culture video, all leaders have underlying assumptions that shape the values and culture of an organization. What are *your* underlying assumptions of how people work?

* After watching the video, it is very clear that how the employees work at an organization or what the culture of the organization would be like highly depends on the values of its leaders. I would like to build on top of the example given in the video. Amazon’s CEO might be of the opinion that ‘people are lazy and might take advantage of you’ and this becomes the underlying reason why Amazon is a hard place to work at. I have been an employee at Microsoft and the mission there is ‘Empower every person and organization to achieve more.’ The CEO believes that the customers will be happy if they get the best product and the best products are made by the happiest employees. So the key to keeping customers happy is to keep the employees happy. Microsoft does all it can to keep its employees happy and hence Microsoft is one of the best places to work. An employees’ work is strongly affected by the work environment and the flexibility at work as well. If the manager is supportive and the team is helpful and the employee has the freedom to work in his way then he will give his best. If the leadership succeeds in creating a work culture where people are eager to come to work and enjoy every bit of it, then it is observed that employees give their best performance. These might be a few assumptions that might affect how people work.