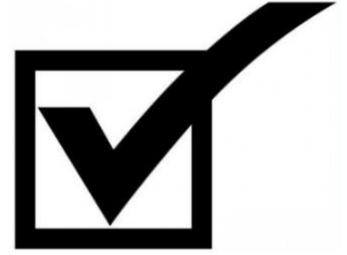




**BUSINESS
PROFESSIONALS**
of **AMERICA**
Giving Purpose to Potential



ETHICS & PROFESSIONALISM

(540)

REGIONAL 2023
PRELIMINARY

Preparation Time: 20 minutes

GENERAL GUIDELINES:

Failure to adhere to any of the following rules will result in disqualification:

1. Contestant must hand in this test booklet and all printouts if any.
2. No equipment, supplies, or materials other than those specified for this event are allowed in the testing area. No previous BPA tests and/or sample tests (handwritten, photocopied, or keyed) are allowed in the testing area.
3. Electronic devices will be monitored according to ACT standards.

DESCRIPTION:

Explore the application of ethical frameworks to various aspects used in business today.

REGIONAL PRELIMINARY SCENARIO KEY:

Sean, a new intern at Digital Solutions, loves to play games online almost every night, starting shortly after he gets home from work. He has made friends in many different states and countries and is often online until very late. His coworkers are beginning to worry about him because he seems so tired much of the time. Sean knows he doesn't give his full effort at work, and he often takes a quick power nap during breaks. Sometimes, when he has gamed into the early morning hours, he has started reporting to work late and calling in sick. Last week, his boss found him sleeping and he overheard some of his coworkers discussing his lack of productivity and attendance issues.

- What, if any, company ethics issues are involved in this situation?
- What steps could Sean take to correct his attendance and productivity issues?
- How could this situation impact Sean's future employability options?

A contestant will be DISQUALIFIED for violations of the Copyright and Fair Use Guidelines.

Contestants who do not submit an entry that follows this topic will be disqualified.

Answers will vary, but may include the following from the *Ethics and Professionalism Resources Manual*:

- Page 3 - Open communication is conducting professional business with transparency and dual freedom to exchange information.
- Page 3- Equal opportunities is ensuring those around you and those you engage in business transactions are given the respect, honesty, and fairness needed to perform in the workplace.
- Page 3 - Digital Solutions' employees agree to uphold the following standards:
 - take responsibility for my actions, decisions, and obligations
 - make honest and transparent decisions which are good for all involved
 - present information in a clear and timely manner to all parties
 - encourage actions, policies, and procedures which promote high standards for conduct and professionalism
 - uphold and respect the laws that govern my work

- Page 5 – Integrity is the foundation on which good commerce is built and involves holding to your principles even when it would be easier or more profitable to compromise them.
- Page 5 – Dependability involves arriving to work on time and if people can trust that you will do what you say.
- Page 5 – Trustworthiness – neither you nor your business can succeed with a reputation of untrustworthiness.
- Page 6 – Paying respect to co-workers, oneself, and clients, being honest during any type of transaction, and taking responsibility for one's own actions is both ethical and professional. Today's employees are looking for a workplace that exhibits positive ethical and professional values.
- Page 8 – Punctuality: individuals that arrive consistently late for work disrespect not only their peers, but their employers as well.