Business Ethics

To be or not to be, that is ethics! Whenever it comes to the "human – human" relations, it implies making decisions: "to be or not to be", "to do or not do" etc. The nature of our moral choices stipulates the efficiency of communication and the quality of interaction with others. Ethics plays a fundamental role in decision-making, determining our behavioral limits and traits within society and groups. Business is a specific and complex sphere involving varieties of human relations. Thereby, functioning efficiently requires a constant appliance and deep understanding of importance of business ethics.

We can define the concept of business ethics as a part of general ethics that strives toward the understanding of what moral rules, values and principles are important and serve the best in favor of business sphere. That includes ethics of treating consumers and costumers, dealing with other companies and organizations, as well as relations between colleagues, working groups and so on.

Nowadays, business ethics has become an area of a great importance for society and is taught in many schools and universities. This type of ethics regards a broad range of moral issues, questions and concerns that appear inside the business world (Shaw, 2010). It iss obvious that dealing with questions of business ethics is even more challenging than with those from the general ones. This is due to the fact that answering an ethical question means distinguishing only between good and bad, black and white or right and wrong (Shaw, 2010). While dealing with business ethics, along with good or bad, we have to think about the question of effective and ineffective. Thus, addressing queries of business ethics becomes even more complicated process and needs an additional effort to be made for ensuring a company's well-being, both financial and corporate. That sets a difficult task for managers in different organizations, whose highest priority is to effectively organize the work within a company. For that it is vital for firm leaders to carry out their duties and responsibilities on a level where they are able to meet all the expectations of the subordinates, addressing any possible concern or an issue that may arise in a range of communicative situation. This essay illuminates some basic ethical rules to follow in contexts of teamwork, interviewing, meeting management, and presentation delivery.

Working in a team or a group is one of the most important aspects determining the success of the business; effective team work increases the chances for success (Amico, n.d.). Productive team work is achieved by adhering to certain ethical rules. First of all, relations between group members must be impartial and based solely on the moving toward a mutual goal. Secondly, a team must share the same ethical values that should be developed, agreed and enforced within a group on the official basis. Each member of the team must feel and bear the responsibility for any other members and give the respect to all the colleagues primarily as to professionals, developing the appreciation of the work that each person in the team carries out as an integral part of a single working mechanism. Thus, the efficient team work requires synergy, trust, mutuality and integrity.

Conducting an interview means dealing with a personality as a set of individual functions, features and peculiarities. It is suggested that ethics of the interview should insure honesty and confidentiality, secure usage of the data obtained as well as reciprocity (Minter, 2003). The primary aim for an interviewer should be to open an interviewee for the productive communication. For that the interviewer should choose a way of behavior that must be either emotionally neutral or positive and create a setting where the interviewee feels maximally comfortable. Any sort of intimidation or oppression must be avoided by all means. It requires a high caution and attention. The tone of the interviewer should be positive and polite; gestures – calm; questions – correctly formed. The interview conductor should never apply any partiality or be judgmental. One of the main and most reasonable ethical points to follow while conducting the conversation would be considering a person as a value, and making this person feel the same way about her/himself and never opposite.

Any business meeting includes certain ethical matters that are to be discussed (Morley, n.d.). Therefore, it has to follow certain ethical rules. Normally, business meetings are organized for analyzing the work of employees and to discuss particular questions and the agenda of the company. These processes must be objective and transparent (Morley, n.d.). That means that all the information provided either by a manager or by an employee has to consist solely of clear facts, any misleading information and agreed delivery of false results or data must not have place. Also, any discrimination toward employee should be avoided, here a principle of impartiality take place again.

The key to the efficient presentation delivery is respect. A well respected speaker usually has a greater response from the audience (Boyd, n.d.). It is obvious that honor from the audience is gained by means of the ethical approach. Thereby, a presentation deliverer should be very attentive in choosing the posture, tone of voice and even facial expression (Boyd, n.d.). While addressing to the audience it is important to show the maximum of attention, enthusiasm and involvement, in order to have people think that their presence at the presentation is the main reason of the whole process. Therefore, the best way of the successful presentation delivery in the context of ethics would be the employment of the boomerang principle: "Respect your listeners and you will get the respect in response."

Summarizing, we may conclude that business ethics is a firm basis for the successful business conducting and effective management. Accordingly, understanding of the principles and a great importance of business ethics as well as employment of its various techniques is vital for any business organization. These facts should be regularly taken into account by the managers and heads of organizations to ensure a company's success and prosperity.