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BANGALORE

7.1.12 Report on Human values and Professional ethics

HUMAN VALUES

Over the past five years, meeting the challenges of life skills on day to day life through constantly changing environment, has affected worldwide economics. When matched with the transformation in technology education, the workplace and home life are affected. Students aspire to gain new skills to deal stress and frustration.

Today's students have many new careers over the period of their lives. With associated burdens or pressure they need flexibility to meet and survive with the change in modern life

In India, many students work hard to get decent grades. But yet struggle to gain employment. Apart from their syllabus, the students should learn the ability to self-manage, solve problems and understand the business environment. They should work as a team member with time and people management. They need to be alert, adapt to different roles and flexible in working environments. With this pressure to cope, it is vital that students are taught to manage their lives with empathy – human values need to be inculcated into their very being.

Students gets benefitted by the development of life skills and values in the following ways

- Find new ways of thinking and problem solving
- Avoid to blame others by taking responsibilities
- Attain skill to develop self-confidence
- Build self-awareness
- Build the skill to appreciate others
- Evaluate and make decisions

PROFESSIONAL ETHICS

Professional ethics are values that manage the attitude of a person or group of corporate/professional environment. It also provide guidelines on an environment on how a person should act towards other people and institutions

Education is clearly about understanding (what to do?), learning skills (how to do?) and practicing the understanding & skills leading to fulfilment of one's purpose. It is not just about learning skills (how to do?). The subject which deals with "what to do" and "what not to do" is called value education – it facilitates development of Right Understanding. The subject which deals with "how to do" is called technical education or professional education – it facilitates development of skills.



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As there is a complementarity among them and are required, the priority need to be values, than skills.

The impression on students on professional ethics are

- Students respect professionalism
- Students disagree dismissal of an employee who are against law
- Students respect code of ethics

Thus, education has an essential impact on the conduct and perception of the ethics of future professionals. Our college conduct a course to teach these skills through 30 hour program. They include:

1. Positive Thinking
2. Self Esteem
3. Self-Worth
4. Self Confidence
5. Goal Setting
6. Time Management
7. Empathy
8. Negotiation
9. Body Language
10. Strength
11. Team work
12. Conformity
13. Mind Mapping
14. Decision Making
15. Browsing to Learn
16. Resume Writing
17. Interview Skills
18. Leadership Quality
19. Go green!
20. Social Responsibility
21. Anti-Discrimination



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Activities Planned are: Public Speaking and Team Building Games.

Report: The students present a report on the course. A group project by students is undertaken to expose them to different environments – an old age home visit, a program for an orphanage, visit to spastic society, a workshop to address how to live with the (divyangjan)differently abled persons. This program is done for all the under graduate students along with their regular timetable schedule.

LESSON 1: POSITIVE THINKING

YES, I CAN !

It is very vital for a student to encompass a positive attitude as it helps in creating better learning opportunities for themselves. It helps them in accomplishing their goals, enhances their learning and drives them to obtain happiness. With help of positive thinking a student is able to explore his own potentials and their attitude encourages their peers too.

Positive thinking can help a personality in numerous ways. It leads an individual toward confidence and helps in looking for fine things in life. It brings in an innovative perspective that can craft all the difference in the world.

“Once you replace negative thoughts with positive ones, you’ll start having positive results!”

LESSON 2: SELF ESTEEM

MY STRENGTHS !

Self-esteem contributes to a noteworthy position in ones motivation and triumph throughout the life. Low self-esteem may seize one back from succeeding in their respective avenues. On a contrast, having a strong self-esteem can help one accomplish because the individual moves across in his life with a positive attitude and believe in accomplishment of goals.



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One's strength lies in being excellent at doing something passionately. Self Esteem means how one feels about himself. It focuses on individuals self values. It describes a person's holistic idea and perception in concern with self worth.

“I know my strengths.”

LESSON 3: SELF WORTH

MY SHORTCOMINGS

Self-worth is the sense that one has positive qualities and has achieved good milestones in life. It is the sense of an individual's own importance or value as a person. However, there are numerous paths for a human being to value themselves and measure their worth as a human being, and several of these are more psychologically advantageous than others.

Self-worth is habitually used as a synonym for “self-esteem,” it is understood that self-worth ought to be less about computing yourself based on peripheral actions and more about valuing intrinsic value as a person. Self-worth is all who you are as an individual and not about what you do. One best way to work upon self worth is to live with principles.

“What matters the most is how you see yourself”

LESSON 4: SELF CONFIDENCE

BELIEVE IN YOURSELF!

One may be affluent and intelligent. But if one does not possess confidence then he cannot come out and speak. Self confidence is important than the hard work. It can be obtained through practice. Gandhiji too developed it through regular practice. It gives you innate energy.



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One can increase self-confidence from knowledge derived in concern with particular activities. It is an optimistic belief that in the prospect one can generally achieve what he/she wishes to do.

It is extremely essential to set tough and realistic goals to widen self confidence. Other strategies include positive thinking, self belief, thinking and acting confidently, being competitive, , living with principles, empowering self with knowledge and having a great aim.

**“Without your involvement you can’t succeed, with your involvement you can’t fail!”
– Abdul Kalam**

LESSON 5: GOAL SETTING

PLAN FOR IT!

Goal setting is the procedure of identifying something that you want to achieve and institute measurable goals in time bounded frames. It involves the growth of an action plan planned to stimulate and guide an individual to boost efficiency.

Analyze your potency, inspect your resources, gear up your talent and then plan for your future. The key is the attitude you have to attain your goal/s. Do not be disheartened by failures, ever! Studies, career or life – you must have an apparent inspiration of what you want to learn, grow and reach. You must place a goal for this.

“Stay focused, go after your dreams and keep moving toward your goals !”



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LESSON 6: TIME MANAGEMENT

PLAN YOUR TIME, PLAN YOUR LIFE

“Until we can manage time, we can manage nothing” – Peter Drucker

“Life and time are the world’s best teachers. Life teaches us to make good use of time and time teaches us the value of life” - APJ Abdul Kalam

Time management is the route of classifying and scheduling how to manage time amid specific activities. Good time management allows an individual to work smarter. There are various methods and skills involved in time management. Few of them include avoiding delay, organizing work-life balance, utilizing waiting time productively; get ready with a ‘To-do list’, prioritizing tasks, and reinstating useless activities with productive activities.

TIME AND TIDE WAIT FOR NONE

“The key is not spending time but in investing it”

LESSON:7 EMPATHY

STEP INTO THEIR SHOES

Empathy is the skill to comprehend another person’s difficulties and point of vision. It is the act of understanding, being responsive of, being aware to, and vicariously experiencing the thoughts, and experience of another of either the past or present without encompassing the feelings, thoughts, and practice fully conversed in a purposive explicit manner.



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Empathy can demonstrate a bottomless admiration for co-workers and show that you care. An empathic guidance style can make everybody feel like a team and boost productivity, loyalty and morale. Empathy helps you understand people better.

FEEL OTHERS' HEART!

LESSON: 8 NEGOTIATION

NEGOTIATE AND WIN!

'Negotiation skills' are used regularly by us with our family, friends and organizations. This skill is a part of our routine life. It helps people compromise upon and settle differences. It includes agreement while avoiding argument and dispute.

In any disagreement, folks reasonably aim to achieve the best promising outcome for their position. However, the principles of justice, looking for mutual benefit and maintaining a affiliation are the keys to a successful outcome.

Specific forms of negotiation are used in numerous situations: the legal system, international affairs, government, domestic relationships or industrial disputes.

"You can solve disputes with effective negotiation"

LESSON 9: BODY LANGUAGE

Body language is an important communication skill. It is the unspoken factor of communication that we use to disclose our true emotions and feelings that includes posture, facial expressions and gestures. Positive body language adds vigor to the verbal ideas or messages that one wants to express, it will also help an individual to avoid sending confusing or mixed signals.



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It is also one of the key component of public speaking as it directs the listeners and helps them bond to the speaker well.

“YOUR EXPRESSION IS THE MOST IMPORTANT
OF ALL THE THINGS YOU WEAR.”

LESSON 11: TEAM WORK

ACHIEVE MORE TOGETHER

It is very significant to have an efficient team leader who motivates the team towards the goal directed behavior.

Effective Teamwork includes:

- Understanding team goal and objectives
- Knowing the roles and responsibilities in the team
- Respecting others thoughts, opinions, perspectives
- Sharing the knowledge and expertise
- Appreciating others contribution
- Resolving conflicts with empathy

Team work makes Dream works.

DONT ASPIRE TO BE THE BEST IN THE TEAM. ASPIRE TO BE THE BEST FOR THE TEAM.

LESSON 12: CONFORMITY

DON'T CONFORM!



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Conformity is related to altering your behaviors in order to "fit in" or "go along" with the public around you. Social influence might occupy agreeing with or acting like the greater part of people in a specific group, or it might occupy behaving in a meticulous way in order to be perceived as "normal" by the group. It controls an individual's behavior. Youngsters confirming to negative peer pressure often waste their life being a substance addict. Conformity can be defined as bending to group pressures, something which almost all of us do some of the time.

SAY 'NO' TO NEGATIVE PEER PRESSURE!.

LESSON:13 MIND MAPPING!

PLANNING FOR YOUR LIFE!

Mind mapping is a method of planning things. It is like making a note. It assists for clearer thinking and better planning. It gives clearness to our plans and a good course to our ideas.

Mind mapping is a greatly effective way of receiving information in and out of your brain. It is a original and rational means of note-taking and note-making that "maps out" ones ideas.

Benefits of Mind map:

- Useful Resource, Training Tip, Brainstorming
- Revision, Project Management
- Strategy Development
- Risk Management, Communication
- Creativity, Teaching



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LESSON 14: DECISION MAKING

CHOICE IS MINE

Decision making is a prime skill and is mainly important if you want to be an successful leader. It involves the procedure of deciding between two or more courses of action. In daily decisions, one must decide his course of action in a split second. Decision making skill encompasses foresight, emotional intelligence, intuition, critical thinking and self control. It includes procedures like defining the problem, identifying the alternatives, making the decision and employing the decision. It is very important to evaluate the made decision as it will help in future decision making processes and events.

“Its not hard to make decisions when you know what your values are”

LESSON 15: BROWSING TO LEARN

SKY IS THE LIMIT!

One can type their desired subject in the browser (Google, Mozilla or Bing) and with a click on the enter button you are taken to a series of information providing WebPages. One can choose, read, make notes, expand knowledge, check images, videos, maps, books, and a lot of more. So why wait when you can study from this gigantic source. Let us make an effort to gain knowledge ourselves.

“Browse To Learn”

LESSON 16: RESUME WRITING

IT SPEAKS ABOUT YOU



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A resume is a written record of your contact details, skills, skills and employment history. It establishes your details and appears to be appealing and convincing. It reflects and symbolizes an individual. Hence it is very vital to methodically draft the document with the adequate information concerning ones professional life. It is a skill, and specialists in resume writing have taken it as a full time profession too. But individuals have to be skilled to draft their own resume as it is going to be advantageous for their careers and only they know themselves better.

“Resume is a precious piece of paper that represents you.”

LESSON 17: INTERVIEW SKILLS

GRAB YOUR DREAM JOB!

Interviewing for an occupation needs a good amount of self-confidence, panache and interpersonal communication sense. The way in which you reflect yourself during an interview give hiring managers a first notion of you as a probable staffer, and set the quality for how you would perform in an daily capacity. Interview skills for setting yourself separately from your competition include advance preparation and research, in-depth information of the company, and a inclusive understanding of the duties of the role you're seeking.

Some of the to do things in an interview include:

- Organizing the materials required for interview
- Good dressing sense
- Being cheerful and expressive
- Having a positive body posture

“Crack The Code”



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LESSON 18 : LEADERSHIP

LEAD THE WAY

The aptitude to lead relies on a number of key skills, but different leaders have different styles of leadership.

Leadership in itself is a constellation of various skill sets like :

- Effective Communication
- Motivation
- Delegation
- Trustworthiness
- Creativity
- Feedback
- Responsibility
- Decision Making
- Strategic Planning
- People Management
- Persuasion and Influence
- Change Management

“If your actions inspire others to dream more, learn more, do more and become more, you are a leader”



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LESSON 19 : GO GREEN

LET US BE ECO FRIENDLY

Universally people are discussing about going green and its impacts on the planet. From chemical products to plastic bags, people are trying to emerge with novel and impactful habits that they can go green. Going green is an individual choice that is embraced by persons to contribute to the betterment of this planet and formulate this place a better place to live for prospective generations to come.

“Let us save Earth for our Future Generations”

LESSON 20: SOCIAL RESPONSIBILITY & ANTI DISCRIMINATION

Being a part of a society, every individual has certain responsibilities towards others. To be socially responsible is not a rule but is a norm followed by the majority. It may include responsibilities like helping the under-privileged sectors of the society.

Due to globalization, a lot of cross cultural ethnicity has been increasing. People from multiple cultures work together leading to diversity. Diversity should be celebrated and cultures should be shared. It should not be a tool for racism. Let us take a stand and say no to any discrimination.

“Discrimination stops with you”