

**Professional Reliability**  
**Work Ethics**  
**Lesson Plan**

<b><u>Objective:</u></b> Participants will be able to understand ethics and their significance in professional life	
<b><u>Total Time:</u></b> 90 Minutes	
<b><u>Materials Required:</u></b> Video downloaded from YouTube, white board and marker, PPT	
<b><u>Instructor Note:</u></b> This session should help students connect with their own value system and they should then be able to relate it with the term “work ethics”. They will be able to understand that it’s important to become adaptable to the new culture while staying firm on personal values. As a lot of students migrate to different places and new jobs, they will be able to create a balance between being culturally fit and strong work ethics.	
<b><u>Opening Protocol:</u></b> <ul style="list-style-type: none"> <li>● Greet the participants</li> <li>● Take attendance</li> <li>● In pairs, ask participants to share with each other how they are feeling</li> <li>● Recap the previous session by asking 1-2 participants to share with the class, what they learnt and did in the previous session</li> </ul>	5 Minutes
<b><u>Concept Discussion: Understanding Ethics</u></b> <ul style="list-style-type: none"> <li>● Ask students to tell you the skills that they are going to build in this programme. Ask why is it important to have these skills?</li> <li>● Take 2-3 response</li> <li>● Explain that in addition to learning useful skills such as communication, collaboration, and literacy, we are also going to develop something called Ethics that will help you become more reliable and professional</li> <li>● Ask students what they understand from the word “Ethics”, “Values”</li> <li>● Use PPT to explain these terms</li> </ul>	10 Minutes
<b><u>Activity 1: Work Ethic Self-Quiz</u></b> <ul style="list-style-type: none"> <li>● Ask students to open Activity 1 in their handbook and fill in their responses. Explain the rating scale (5 responses) to them. If students are not carrying their handbooks, they can write their answers on a plain paper.</li> <li>● Read each statement aloud and allow students time to fill in their answers real time</li> <li>● Encourage them to be honest with themselves as they complete it.</li> </ul>	15 Minutes

<ul style="list-style-type: none"> <li>When the quiz is complete, ask the students if they had ever thought of these qualities before. Help them connect all these elements of work ethics to their lives.</li> </ul> <p><b>Debrief:</b></p> <p>With the help of PPT, ask students what kind of employee they will hire, the one who has strong ethics or the other who knows the work better. After taking a few responses, explain that most employers find that a strong work ethic is the best thing an employee can possess. Even if the employee does not have complete understanding of his job responsibilities, if he has a strong work ethic, employers usually will be happy to teach and train him.</p>	
<p><b><u>Concept Discussion: Examples of Work Ethics</u></b></p> <p><b>Video</b></p> <ul style="list-style-type: none"> <li>Let’s watch a video to understand “Work ethics” better .</li> <li>Ask them to <b>make notes</b> while watching it.</li> <li>Show the video: <a href="https://www.youtube.com/watch?v=gyzwZvVv_e0">https://www.youtube.com/watch?v=gyzwZvVv_e0</a></li> </ul> <p><b>or</b></p> <p>Use PPT to explain the examples</p> <p><b>Debrief :</b></p> <ol style="list-style-type: none"> <li>Which of these work ethics apply to school? Family?</li> <li>How do you use these work ethics to help you?</li> </ol>	20 Minutes
<p><b><u>Activity 2: Work Ethics Scenarios</u></b></p> <ul style="list-style-type: none"> <li>Divide students into 3 groups</li> <li>Give them 10 minutes to read and discuss 1 case each.</li> </ul> <p><b>Discussion:</b></p> <p>After students are done with their discussion, ask one group representative to briefly share the case and their response to it in front of everyone. Have each group share their analysis of each character, including rationale for their choices and advice for those characters displaying weak ethics. Explore the ethical and unethical behaviors and decisions of each character with students.</p>	25 Minutes
<p><b><u>Closing/Debrief:</u></b></p> <p>Ask students what they learned in the session and how they can start working on their value system. Give them 5 minutes to decide 3-5 values that they want to follow in life.</p>	10 Minutes

<p><b><u>Closing Protocol:</u></b></p> <ul style="list-style-type: none"><li>● Thank the participants for their time</li><li>● Announce the next time you will be visiting them</li><li>● Share the topic of the next session</li><li>● Collect 1-2 most interesting activity sheets/artefacts from students and show to Nodal officer and institution head after session</li><li>● Click pictures of the artefacts for documentation</li></ul>	5 Minutes
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