1. Pages 3–5
   a. What is ethics?
   
   b. What is the difference between values and ethics?
   
   c. What do we mean by universality in ethics?
   
   d. What are some potential reasons to be ethical?

2. Pages 7–10
   a. What does it mean to be trustworthy?
   
   b. What are some of the qualities of someone who is trustworthy?
      1) Honesty
      2)
      3) Sincerity
      4)
      5) Honesty in conduct
      6)
      7)
      8)
   c. Give an action example of each quality.

3. Pages 10–11
   a. What does it mean to respect someone?
b. What are some parts of respect?
   1) Civility, courtesy, and decency
   2) 
   3) 
   c. Give an action example of each item.

4. Pages 11–12
   a. What does it mean to be responsible?
   
   b. What are some characteristics of a responsible person?
      1) 
      2) 
      3) Exercises self-restraint
   c. Give an action example of each item.

5. Pages 12–13
   a. What is fairness?
   
   b. How does one ensure fairness?
      1) Process
      2) 
      3) Equity
   c. Give some examples of fair and unfair outcomes.

   a. What does it mean to be caring?
      1) 
      2) 
      3) Altruism
b. Give some historical examples of caring individuals?

c. Give some personal examples of caring individuals?

   a. What is citizenship?

   b. List four or five characteristics of citizenship?
      1)
      2)
      3)
      4)
   c. Give some examples of how one might be a good citizen of this class?

   a. How does one recognize that a decision is important?

   b. What is the difference between an ethical and an effective decision?

   c. What are some characteristics of an effective decision?

   d. How are discernment and discipline important in making ethical decisions.

   e. Who are the key stakeholders of a decision?

9. Pages 21–26
   a. List the seven-step path to better decisions.
1) Stop and think
2) Determine Facts
3) Choose

b. Give an example of using the seven step path.

   a. List 11 common rationalizations to making an unethical choice.
      1) If it’s necessary, it’s ethical
      2) It’s just part of the job
      3) I was just doing it for you
      4) Everyone’s doing it
      5)  
      b. Provide an example of each.