**ETHICS IN DAILY LIFE**

<table>
<thead>
<tr>
<th>L.No</th>
<th>Title of Lesson</th>
<th>SKILLS</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>21</td>
<td>Ethics in daily life</td>
<td>Self Awareness, Empathy, Interpersonal Relationship, Effective communication, Critical Thinking, Problem Solving and Decision Making, Coping with Stress and Coping with Emotion</td>
<td>Importance of ethics and values in our lives</td>
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**Summary**

Ethics and values are two very important aspects of everyday life. Values helps in developing a conscience; and this conscience helps in choosing the action.

Values are ideas and beliefs learnt from childhood from our parents and environment.

Ethics test our values and influence our behaviour in different situations.

It is important that each one of us follows values in every sphere of life. If we don’t follow them, there will be; loss of life property, no law and order, increase in crime, neglect of women, children and other vulnerable members of the society and indiscreet use and wastage of resources.

There will be total imbalance in the society. Crime and chaos will rule. Hence, it becomes our responsibility as an individual to live ethically.

**Principal Points**

- Our right is also our responsibility! - Responsibilities and rights go together and help in creating conducive environment
- Respect – Give it! Get it! - It is important to RESPECT ELDERS. But in case they make you feel uncomfortable, or take undue advantage of your respect, do not hesitate to confide in a trusted adult.
- Dignity of labor- one should respect all jobs equally and does not consider one superior to another. Rather than depending upon others it is better to earn one’s own living and that too by honest means.
- Positive behaviour –helps to cope up with the day to day life. It brings optimism and makes it easier to avoid negative thinking and worries. It also helps to develop and maintain healthy life style.

**Build Your Understanding**

**Need and importance of Ethics-**

- To preserve life and property
- To prevent break down of families
- To maintain law and order
- To check crime and corruption
- To prevent alcohol and drug abuse
- To prevent abusing women, children and elderly
- To ensure judicious use of resources
What’s Important to Know?

It is important for each one of us to possess a set of values in life to maintain conducive atmosphere. Likewise, it is important for an employee to possess a set of values to maintain conducive atmosphere at the workplace. It is important to know these values in life and at workplace.

<table>
<thead>
<tr>
<th>Values of life</th>
<th>Values at workplace</th>
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<tbody>
<tr>
<td>Honesty &amp; Loyalty</td>
<td>Honesty &amp; Loyalty for the organization</td>
</tr>
<tr>
<td>Respect for work</td>
<td>Respect for work assigned</td>
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<tr>
<td>Punctuality, Regularity and discipline</td>
<td>Punctuality, Regularity &amp; discipline</td>
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<tr>
<td>Courtesy and politeness</td>
<td>Courtesy and politeness with co-workers</td>
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<td>Judicious use of resources</td>
<td>Judicious use of resources</td>
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<td>Taking initiative</td>
<td>Willingness to take up new tasks</td>
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<td>Efficiency in completing tasks</td>
<td>Efficiency in completing tasks</td>
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Did You Know?

Values and ethics are two different aspects.

**Values** are our ideas and beliefs; taught by our parents; guiding factors of our decisions; and basis of our action and behavior.

**Ethics**, on the other hand test our values and behavior in difficult situation.

Extend Your Horizon

- Think of how you can help or work with people with special needs.
- Think of four life skills you have used when your brother/sister was sick.

Evaluate Yourself

1. A man saw an injured person bleeding on the road. He took him to the hospital. List and briefly describe values and life skills involved in his gesture?
2. List some values you already have or want to add in your personality.

Maximize your marks

- Compare signs of disrespect and respect.
- Learn the definitions given in the lesson.
- Understand the values through case studies given in the lesson.