**SOCIAL LITERACY : EXERCISES**

1. ***PROFESSIONAL ETHICS : EXERCISE N° 2***
2. Exercise name: **A CONCRETE SITUATION TO CRITICIZE**
3. Purpose:

To give employees a test and discuss the results from a real life example related to their profession.

1. Duration/Time frame:

60 mn

1. Participants:

Staff in charge of publics in difficulties

1. Group size:

4/6 people

1. Material:

Paper and paper-board

1. Methods:

- training-action

-participative

1. Description:

Choose the situation in which you have particularly to show professional ethics (look at the previous list of exercise n°1).

In fact, choose some very difficult situation in your opinion and give several answers to solve the problem:

Ex : You know that a person has already other incomes but he comes and asks you for a demand of social allocation. Which attitude? Do you close your eyes? Do you ask the reason of his demand? Do you keep silent? Do you tell him you know about his situation? Do you threat him of telling the truth to your superior? Etc…

1. Advice for Trainer :

Take a real life example (related to their profession) and ask questions about the situation -- is it right, fair or how will the decision impact others? The other colleagues? Others in the profession?

Sum up the example on the paper-board and draw 2 columns for the number of “yes” and ”no” for each questions.

Try to find and select the best practice.

1. Source/Literature :

“Essential of management” by Andrew DuBrin

[Ultimate Windows Tool](http://www.googleadservices.com/pagead/aclk?sa=L&ai=C_UxQTj1lUtqHFofB8APwsYHAB8ajt7AEloXLsjrAjbcBEAEgqYmtBlC5u9_u_P____8BYPuBgIDoCaAB0eqq_wPIAQGpAnk7LJeA7bY-qAMBqgSPAU_QbNthxTAj8yHzSFplEjlOzpxBh0cHG319hwbWbafBhOfH4ASdN2VPtrbsyjKrQZut8b_Frb6CKRYerWF0-6q1LvpP7Yqw56uAAcn5_XYMZzNhUF-f5kY2ljLl_fdyU5sdlMPSwXExJyq3yXKqSrMRFYP8l7mXhmnJjmumNGS-DWJ8OYHZCjgSQ-yNodNEiAYBgAeXlVU&num=1&cid=5GhPjkNl9c1k-od1KUeCzrDT&sig=AOD64_2DP3yvQHnhw2I-Ld6HymEAlr7Aqw&client=ca-ehow_300x250&adurl=http://www.pointdev.com/en/ideal-administration): One tool to Administrate, Report, Control, Secure, Deploy & Migrate.

[www.pointdev.com/Ideal\_Admin](http://www.pointdev.com/Ideal_Admin)

1. Handouts :A list of best practice as a sort of guide to refer.
2. Contributor (partner): INSUP