

>> The mixed blessing of technology

Take a moment and think about how many benefits we are able to derive from the Internet, personal computers, and smartphones. Without them, you could still call someone on a landline, but for a long-distance friend you would probably write a letter and send it by snail-mail. To do research for a homework assignment, you would go to the library to use an encyclopedia rather than Google or Wikipedia and then type your paper on a typewriter!

The world of instant access-e-mails, IM, texting on your Sidekick, Blackberry, or iPhone-has certainly made communication faster and easier, but have you ever stopped to consider the downside of that instantaneous access? You may pride yourself on your ability to multitask and do homework, e-mails, texts, shop online, and check out some YouTube videos, all at the same time, but how often do you turn everything off and really focus on the subject you

In the work environment, instant access goes both ways. To your boss, you are just an e-mail, phone call, or text message away—so what if you are at home eating dinner? She needs that information now or needs that report on her desk by 9 A.M., so why shouldn't she call you?

Recent technological advances have blurred the lines between work and home life, and while being burned-out shell who never finds downtime to rest and recharge your batteries. So find the time to switch off, unplug and, as the saying goes, just chill!

Life Skills apply ethical concepts to scenarios that might affect students in their professional, personal, and academic lives.

PROGRESS **QUESTIONS**

- 1 Explain the term husiness ethics
- 2. Explain the difference between a descriptive and prescriptive approach to business ethics.
- 3. Identify six stakeholders of an organization.
- 4. Give four examples of how stakeholders could be negatively impacted by unethical corporate behavior.



Progress Check Questions provide assessments of comprehension throughout each chapter.

Real World Applications

FELECOMMUTING 24/7

When Sue's husband Jeff got a promotion, his new job required an 800-mile move. Sue really liked her job and didn't want to leave the company, so she negotiated a change in her position that allowed her to work from her new home and visit the office twice a month. The technology in her home office means she can telecommute with no problems. However, her boss seems to think that not having to commute to work every day means that Sue is available on call, and Sue is starting to get concerned about the number of early morning and late evening calls and e-mails for work that needs to be done ASAP. What should she do?

Real World Applications prompt students to reflect further on workplace dilemmas.

Thinking Critically



>> INSTAGRAM: THE DANGERS IN CHANGING YOUR TERMS OF SERVICE

In April 2012, social media giant Facebook purchased the popular photo-sharing service Instagram for \$1 billion. Wall Street analysts applauded the deal as a "match made in heaven." Instagram (with a customer-ba Ion. Wall Street analysts applauded the deal as a "match made in heaven." Instagram (with a customer-base in the tens of millions) was getting access to Facebook's billion-plus users. Facebook was adding a new service in the hope of attracting even more users. However, within a few short months of the deal, the real agenda behind the transaction was made apparent. At the time of the purchase, instagram, while developing a very passionate and loyal user base, had yet to figure out how to generate revenue from its business model. The solution appared in a brief block of text added to the Instagram 'terms of service' (TOS) agreement—the same boring, legalese that most users agree to without even reading it. The language of the change read as follows:

To help us deliver interesting paid or sponsored content or promotions, you agree that a business or other entity may pay us to display your username, likeness, photos (along with any associated meta-data), and/or actions you take, in connection with paid or sponsored content or promotions without any

its users and their respective photographs and personal information. They responded with a fervor that appeared to catch the company completely by surprise. Individual users closed their accounts in droves with accompanying angry tweets and Facebook posts condemning the company's actions. Several celebrity and commercial users, such as the National Geographic organization and Mark. Zwesthern's useful in other companys actions. Zuckerberg's wedding photographer, deleted photographs and suspended their accounts shortly afterward.



Cofounder Kevin Systrom responded quickly via the company's blog on its website and tried to downplay the issue as a misunderstanding, and declared the possibility of Instagram selling users' photos and personal information as an "interpretation" that was inconsistent with the company's intent: "To be clear: it is not or intention to sell your photos. We are working on updated language in the terms to make sure this is clear." While Systrom may be given credit for the promptness of his response, the question remained that if instagram had no intention of selling users' photographs or personal information, what was the plan that required the company to make such an explicit change in its TOS agreement?

For that, we must look to Instagram's new parent company, Facebook, whose recent initial public offering (IPO) had garnered mixed reviews for a list price that seemed to promise highly inflated revenue performance.

The change in the TOS, critics argued, was designed to give Facebook access to user metadata that would allow it to offer detailed profile information on their users to prospective advertisers.

Thinking Critically exercises appear at the end of every chapter. These detailed case studies, featuring well-known companies, present ethical situations that encourage students to focus on the impact of decisions they may face someday.



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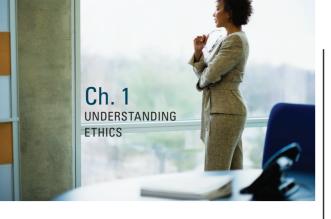


Dedication

To my father, Norman Ghillyer

AUTHOR About the AUTHOR

Dr. Andrew W. Ghillyer is the former Vice President of Academic Affairs for Argosy University in Tampa, Florida, and currently teaches business ethics for Southern New Hampshire University. His operational management experience spans over 30 years across a wide range of industries, including chief operating officer of a civil engineering software company and director of international business relations for a global training organization. Dr. Ghillyer also served on the Board of Examiners for the Malcolm Baldrige National Quality Award for the 2007 award year. He received his doctorate in management studies from the University of Surrey in the United Kingdom. His first McGraw-Hill textbook, *Business Ethics: A Real World Approach*, was published in January 2007.



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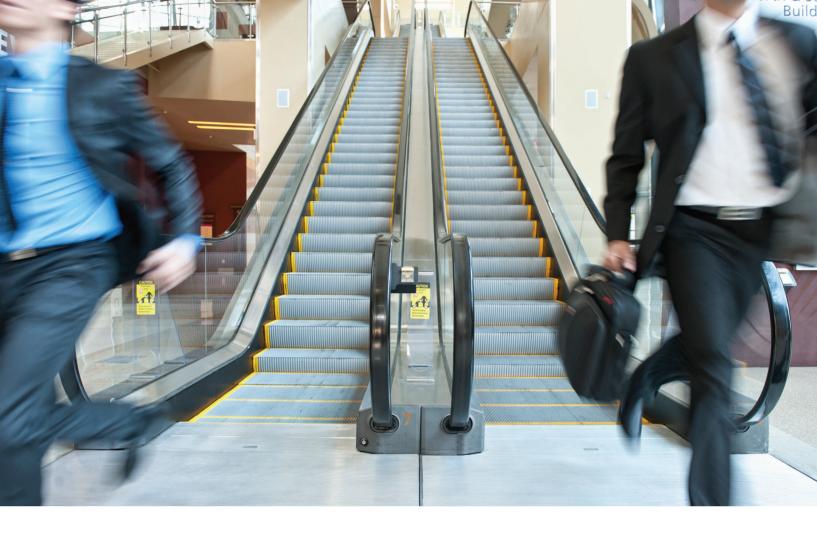
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NEW INTERNET EXERCISE Ethics Resource Center

NEW THINKING CRITICALLY Hostess Brands

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4 Corporate Social Responsibility

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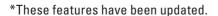
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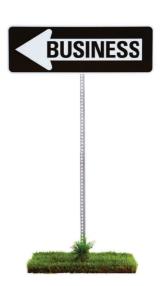
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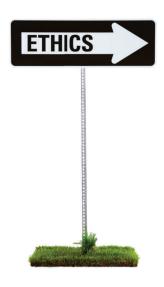
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NEW THINKING CRITICALLY The Failed Transformation of BP*

NEW THINKING CRITICALLY Unprofessional Conduct*

^{*}These features have been updated.



DEFINING BUSINESS ETHICS

- 1 Understanding Ethics
- 2 Defining Business Ethics

We begin by exploring how people live their lives according to a standard of "right" or "wrong" behavior. Where do people look for guidance in deciding what is right or wrong or good or bad? Once they have developed a personal set of moral standards or ethical principles, how do people then interact with other members of their community or society as a whole who may or may not share the same ethical principles?

With a basic understanding of ethics, we can then examine the concept of business ethics, where employees face the dilemma of balancing their own moral standards with those of the company they work for and the supervisor or manager to whom they report on a daily basis. We examine the question of whether the business world should be viewed as an artificial environment where the rules by which you choose to live your own life don't necessarily apply.



UNDERSTANDING ETHICS



After studying this chapter, you should be able to:

- 1 Define ethics.
- 2 Explain the role of values in ethical decision making.
- 3 Understand opposing ethical theories and their limitations.
- 4 Discuss ethical relativism.
- 5 Explain an ethical dilemma and apply a process to resolve it.

FRONTLINE FOCUS

Doing the Right Thing

egan is a rental agent for the Oxford Lake apartment complex. The work is fairly boring, but she's going to school in the evening, so the quiet periods give her time to catch up on her studies, plus the discounted rent is a great help to her budget. Business has been slow since two other apartment complexes opened up, and Oxford Lake's vacancies are starting to run a little high.

The company recently appointed a new regional director to "inject some energy and creativity" into its local campaigns and generate some new rental leases. Her name is Kate Jones, and based on first impressions, Megan thinks Kate would rent her grandmother an apartment as long as she could raise the rent first.

Kate's first event is an open house, complete with free hot dogs and cokes and a clown making balloon animals for the kids. They run ads in the paper and on the radio and manage to attract a good crowd of people.

Their first applicants are Michael and Tania Wilson, an African-American couple with one young son, Tyler. Megan takes their application. They're a nice couple with a stable work history, more than enough income to cover the rent, and good references from their previous landlord. Megan advises them that they will do a background check as a standard procedure and that things "look very good" for their application.

After they leave, Kate stops by the rental office. "How did that couple look? Any issues with their application?" "None at all," answers Megan. "I think they'll be a perfect addition to our community."

"Don't rush their application through too quickly," replies Kate. "We have time to find some more applicants, and, in my experience, those people usually end up breaking their lease or skipping town with unpaid rent."

- 1. What would be "the right thing" to do here? How would the "Golden Rule" on page 6 relate to Megan's decision?
- 2. How would you resolve this ethical dilemma? Review the three-step process on page 9 for more details.
- 3. What should Megan do now?

Ethics is about how we meet the challenge of doing the right thing when that will cost more than we want to pay.

The Josephson Institute of Ethics

>> What Is Ethics?

The field of **ethics** is the study of how we try to live our lives according to a standard of "right" or

Ethics The manner by which we try to live our lives according to a standard of "right" or "wrong" behavior—in both how we think and behave toward others and how we would like them to think and behave toward us.

Society A structured community of people bound together by similar traditions and customs.

Culture A particular set of attitudes, beliefs, and practices that characterize a group of individuals.

Value System A set of personal principles formalized into a code of behavior.

Intrinsic Value The quality by which a value is a good thing in itself and is pursued for its own sake, whether anything comes from that pursuit or not.

"wrong" behavior—in both how we think and behave toward others and how we would like them to think and behave toward us. For some, it is a conscious choice to follow a set of moral standards or ethical principles that provide guidance on how they should conduct themselves in their daily lives. For others, where the choice is not so clear, they look to the behavior of others to determine what is an acceptable standard of right and wrong or good and bad behavior. How they arrive at the definition of what's right or wrong is a result of many factors, including how they were raised, their religion, and the traditions and beliefs of their society. collection of all these influences as they are built up over your lifetime. A strict family upbringing or religious education would obviously have a direct impact on your personal moral standards. These standards would then provide a moral compass (a sense of personal direction) to guide you in the choices you make in your life.

HOW SHOULD I LIVE?

You do not acquire your personal moral standards in the same way that you learn the alphabet. Standards of ethical behavior are absorbed by osmosis as you observe the examples (both positive and negative) set by everyone around you—parents, family members, friends, peers, and neighbors. Your adoption of those standards is ultimately unique to you as an individual. For example, you may be influenced by the teachings of your family's religious beliefs and grow to believe that behaving ethically toward others represents a demonstration of religious devotion. However, that devotion may just as easily be motivated by either fear of a divine punishment in the afterlife or anticipation of a reward for living a virtuous life.

Alternatively, you may choose to reject religious morality and instead base your ethical behavior on your experience of human existence rather than any abstract concepts of right and wrong as determined by a religious doctrine.

When individuals share similar standards in a community, we can use the terms *values* and *value system*. The terms *morals* and *values* are often used to mean the same thing—a set of personal principles

by which you aim to live your life. When you try to formalize those principles into a code of behavior, then you are seen to be adopting a **value system.**

>> Understanding Right and Wrong

Moral standards are principles based on religious, **cultural**, or philosophical beliefs by which judgments are made about good or bad behavior. These beliefs can come from many different sources:

- Friends
- Family
- · Ethnic background
- Religion
- School
- The media—television, radio, newspapers, magazines, the Internet
- Personal role models and mentors

Your personal set of morals—your *morality*—represents a



THE VALUE OF A VALUE

Just as the word *value* is used to denote the worth of an item, a person's values can be said to have a specific "worth" for them. That worth can be expressed in two ways:

1. An intrinsic value—by which a value is a good thing in itself and is pursued for its own sake, whether anything good comes from that pursuit or not. For example, happiness, health,

- and self-respect can all be said to have intrinsic
- 2. An **instrumental value**—by which the pursuit of one value is a good way to reach another value. For example, money is valued for what it can buy rather than for itself.

VALUE CONFLICTS

The impact of a person's or a group's value system can be seen in the extent to which their daily lives are influenced by those values. However, the greatest test of any personal value system comes when you are presented with a situation that places those values in direct conflict with an action. For example:

- 1. Lying is wrong—but what if you were lying to protect the life of a loved one?
- 2. Stealing is wrong—but what if you were stealing food for a starving child?
- 3. Killing is wrong—but what if you had to kill someone in self-defense to protect your own life?

How do you resolve such conflicts? Are there exceptions to these rules? Can you justify those actions based on special circumstances? Should you then start clarifying the exceptions to your value system? If so, can you really plan for every possible exception?

It is this gray area that makes the study of ethics so complex. We would like to believe that there are clearly defined rules of right and wrong and that you can live your life in direct observance of those rules. However, it is more likely that situations will arise that will require exceptions to

those rules. It is how you choose to respond to those situations and the specific choices you make that really define your personal value system.

DOING THE RIGHT THING

If you asked your friends and family what ethics means to them, you would probably arrive at a list of four basic categories:

- 1. Simple truth—right and wrong or good and bad.
- 2. A question of someone's personal character—his or her integrity.
- **3**. Rules of appropriate individual behavior.

4. Rules of appropriate behavior for a community or society.

The first category—a simple truth—also may be expressed as simply doing

Superman

a fictional

has become

representation of

personal integrity.

Can you find examples

of individuals with personal

integrity in your own life?

Instrumental Value The quality by which the pursuit of one value is a good way to reach another value. For example, money is valued for what it can buy rather than for itself.

the right thing. It is something that most people can understand and support. It is this basic simplicity that can lead you to take ethical behavior for granted—you assume that everyone is committed to doing the right thing, and it's not until you are exposed to unethical behavior that you are reminded that, unfortunately, not all people share your interpretation of what "the right thing" is, and even if they did, they may not share your commitment to doing it.

The second category—personal integrity, demonstrated by someone's behavior—looks at ethics from an external rather than an internal viewpoint. All our classic comic-book heroes—Superman, Spider-Man, Batman, and Wonder Woman, to name just a few—represent the ideal of personal integrity where a person lives a life that is true to his or her moral

standards, often at the cost of considerable personal sacrifice.

> Rules of appropriate individual behavior represent the idea that the moral standards we develop for ourselves impact our lives on a daily basis in our behavior and the other types of decisions we make.

Rules of appropriate behavior for a community or society remind us that we must eventually bring our personal value system into a world that is shared with people who will probably have both similar and very different value systems. Establishing an ethical ideal for a community or society allows

that group of people to live with the confidence that comes from knowing they share a common standard.

Each category represents a different feature of ethics. On one level, the study of ethics seeks to understand how people make the choices they make—how they develop their own set of moral standards, how they live their lives on the basis of those standards, and how they judge the behavior of others in relation to those standards. On a second level, we then try to use that understanding to develop a set of ideals or principles by which a group of ethical individuals can combine as a community with a common understanding of how they "ought" to behave.

PROGRESS **QUESTIONS**

- 1. What is the definition of ethics?
- 2. What is a moral compass, and how would you apply it?
- **3.** Explain the difference between intrinsic and instrumental values.
- 4. List the four basic categories of ethics.

THE GOLDEN RULE

For some, the goal of living an ethical life is expressed by the **Golden Rule:** Do unto others as you would have them do unto you, or treat others as you would like to be treated. This simple and very clear rule is shared by many different religions in the world:

- Buddhism: "Hurt not others in ways that you yourself would find hurtful."—Udana-Varga 5:18
- Christianity: "Therefore all things whatsoever ye would that men should do to you, do ye even so to them."—*Matthew* 7:12
- Hinduism: "This is the sum of duty: do naught unto others which would cause you pain if done to you."—*Mahabharata* 5:1517

The Golden Rule Do unto others as you would have them do unto you.

Virtue Ethics A concept of living your life according to a commitment to the achievement of a clear ideal—what sort of person would I like to become, and how do I go about becoming that person?

Utilitarianism Ethical choices that offer the greatest good for the greatest number of people.

Universal Ethics Actions that are taken out of *duty* and *obligation* to a purely moral ideal rather than based on the needs of the situation, since the universal principles are seen to apply to everyone, everywhere, all the time.

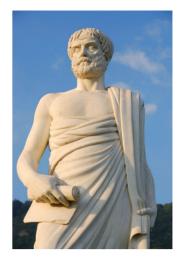
Of course, the danger with the Golden Rule is that not everyone thinks like you, acts like you, or believes in the same principles that you do, so to live your life on the assumption that your pursuit of an ethical ideal will match others' ethical ideals could get you into trouble. For example, if you were the type of person who values honesty in your personal value system, and you found a wallet on the sidewalk, you would try to return it to its rightful owner. However, if you lost your wallet, could you automatically expect that the person who found it would make the same effort to return it to you?

>> Ethical Theories

The subject of ethics has been a matter of philosophical debate for over 2,500 years—as far back as the Greek philosopher Socrates. Over time and with considerable

debate, different schools of thought have developed as to how we should go about living an ethical life.

Ethical theories can be divided into three categories: virtue ethics, ethics for the greater good, and universal ethics.



VIRTUE ETHICS

The Greek philosopher

Aristotle's belief in individual character and integrity established a concept of living your life according to a commitment to the achievement of a clear ideal—what sort of person would I like to become, and how do I go about becoming that person?

The problem with **virtue ethics** is that societies can place different emphasis on different virtues. For example, Greek society at the time of Aristotle valued wisdom, courage, and justice. By contrast, Christian societies value faith, hope, and charity. So if the virtues you hope to achieve aren't a direct reflection of the values of the society in which you live, there is a real danger of value conflict.

ETHICS FOR THE GREATER GOOD

As the name implies, *ethics for the greater good* is more focused on the outcome of your actions rather than the apparent virtue of the actions themselves—that is, a focus on the greatest good for the greatest number of people. Originally proposed by a Scottish philosopher named David Hume, this approach to ethics is also referred to as **utilitarianism**.

The problem with this approach to ethics is the idea that the ends justify the means. If all you focus on is doing the greatest good for the greatest number of people, no one is accountable for the actions that are taken to achieve that outcome. The 20th century witnessed one of the most extreme examples of this when Adolf Hitler and his Nazi party launched a national genocide against Jews and "defective" people on the utilitarian grounds of restoring the Aryan race.

UNIVERSAL ETHICS

Originally attributed to a German philosopher named Immanuel Kant, **universal ethics** argues that there are certain and universal principles that should apply to all ethical judgments. Actions are taken out of *duty*

Life Skill

CHECK LIST

>> What do you stand for, or what will you stand against?

Your personal value system will guide you throughout your life, both in personal and professional matters. How often you will decide to stand by those values or deviate from them will be a matter of personal choice, but each one of those choices will contribute to the ongoing development of your values. As the work of Lawrence Kohlberg (page 10) points out, your understanding of moral complexities and ethical dilemmas grows as your life experience and education grow. For that reason, you will measure every choice you make against the value system you developed as a child from your parents, friends, society, and often your religious upbringing. The cumulative effect of all those choices is a value system that is unique to you. Of course, you will share many of the same values as your family and friends, but some of your choices will differ from theirs because your values differ.

The great benefit of having such a guide to turn to when faced with a difficult decision is that you can both step away from the emotion and pressure of a situation and, at the same time, turn to a system that truly represents who you are as a person-someone with integrity who can be counted on to make a reasoned and thoughtful choice.

and obligation to a purely moral ideal rather than based on the needs of the situation, since the universal principles are seen to apply to everyone, everywhere, all the time.

The problem with this approach is the reverse of the weakness in ethics for the greater good. If all you focus on is abiding by a universal principle, no one is accountable for the consequences of the actions taken to abide by those principles. Consider, for example, the current debate over the use of stem cells in researching a cure for Parkinson's disease. If you recognize the value of human life above all else as a universal ethical principle, how do you justify the use of a human embryo in the harvesting of stem cells? Does the potential for curing many major illnesses-Parkinson's, cancer, heart disease, and kidney disease—make stem cell research ethically justifiable? If not, how do you explain that to the families who lose loved ones waiting unsuccessfully for organ transplants?

Ethical Relativism Concept that the traditions of your society, your personal opinions, and the circumstances of the present moment define your ethical principles.

>> Ethical Relativism

When the limitations of each of these theories are reviewed, it becomes clear that there is no truly comprehensive theory of ethics, only a choice that is made based on your personal value system. In this context, it is easier to understand why, when faced with the requirement to select a model of how we ought to live our lives, many people choose the idea of ethical

relativism, whereby the traditions of their society, their personal opinions, and the circumstances of the present moment define their ethical principles.

The idea of relativism implies some degree of flexibility as opposed to strict

Key Point

Why is the issue of accountability relevant in considering alternate ethical theories?

PROGRESS VQUESTIONS

- 5. What is the Golden Rule?
- 6. List the three basic ethical theories.
- 7. Identify the limitations of each theory.
- 8. Provide an example of each theory in practice.

Ethical Dilemma A situation in which there is no obvious right or wrong decision, but rather a right or right answer.

black-and-white rules. It also offers the comfort of being a part of the ethical majority in your community or society instead of standing by your individual beliefs as an outsider from the group. In our current society, when

we talk about peer pressure among groups, we are acknowledging that the expectations of this majority can sometimes have negative consequences.

>> Ethical Dilemmas

Up to now we have been concerned with the notion of ethical theory—how we conduct ourselves as individuals and as a community in order to live a good and moral life. However, this ethical theory represents only half of the school of philosophy we recognize as ethics. At some point, these theories have to be put into practice, and we then move into the area of **applied ethics**.

The basic assumption of ethical theory is that you as an individual or community are in control of all the factors that influence the choices that you make. In reality, your ethical principles are most likely to be tested when you face a situation in which there is no obvious right or wrong decision but rather a right or right answer. Such situations are referred to as **ethical dilemmas**.

As we saw earlier in our review of value systems and value conflicts, any idealized set of principles or standards inevitably faces some form of challenge. For ethical theories, that challenge takes the form

In the days before the dominance of technology in the lives of teenagers and young adults, concerns over peer pressure (stress exerted by friends and classmates) focused on bullying, criminal behavior, drug use, and sexual activity. The arrival of smartphones and the ability to send text messages to a wide audience and post short videos on the Internet have brought a new element to concerns over peer pressure at school. A 2008 survey by the National Campaign to Prevent Teen and Unplanned Pregnancy found that 20 percent of teens ages 13 to 19 said they have electronically sent or posted online nude or seminude pictures or videos of themselves. Nearly 50 percent of the teen girls surveyed said "pressure from guys" was the reason they shared sexually explicit photos or messages, and boys cited "pressure from friends."

Incidents of "sexting" have increased so quickly that local communities and law enforcement agencies have been caught unprepared. While many consider the incidents to be examples of negligent behavior on the part of the teens involved, the viewing and distribution of such materials could result in charges of felony child pornography and a listing on a sex offender registry for decades to come. In one case, 18-year-old Philip Alpert was convicted of child pornography after distributing a revealing photo of his 16-year-old girlfriend after they got into an argument. He will be labeled a "sex offender" until he is 43 years old.

Unfortunately, the dramatic increase in the number of incidents of sexting has brought about tragic consequences. Cincinnati teen Jessie Logan killed herself after nude pictures she had sent to her boyfriend were sent to hundreds of students. Even though only five







teens were involved in sending the pictures, their unlimited access to technology allowed them to reach several hundred students in four school districts before the incident was stopped. At the time of writing this case, 15 states are now considering laws to deter teens from sexting without charging them as adult sex offenders.

QUESTIONS

- 1. In what ways does giving in to peer pressure constitute ethical relativism?
- 2. How could you use your personal value system to fight back against peer pressure?

- 3. How would you communicate the risks of sexting to students who are struggling to deal with peer pressure?
- 4. Is a change in the law the best option for addressing this problem? Why or why not?

Sources: Satta Sarmah, "'Sexting' on the Rise among Teens," http://rye.patch .com, May 21, 2010; "Sexting Bill Introduced at Statehouse," www.onntv.com, May 13, 2010; and "Sex and Tech: Results from a Survey of Teens and Young Adults," www.thenationalcampaign.org/sextech/PDF/SexTech_Summary .pdf, October 20, 2010.

of a dilemma in which the decision you must make requires you to make a right choice knowing full well that you are:

- Leaving an equally right choice undone.
- Likely to suffer something bad as a result of that
- Contradicting a personal ethical principle in making that choice.
- Abandoning an ethical value of your community or society in making that choice.

>> RESOLVING ETHICAL **DILEMMAS**

By its very definition, an ethical dilemma cannot really be resolved in the sense that a resolution of the problem implies a satisfactory answer to the problem. Since, in reality, the "answer" to an ethical dilemma is often the lesser of two evils, it is questionable to assume that there will always be an acceptable answer-it's more a question of whether or not you can arrive at an outcome you can live with.

Joseph L. Badaracco Jr.'s book Defining Moments captures this notion of living with an outcome in a discussion of "sleep-test ethics":1

The sleep test . . . is supposed to tell people whether or not they have made a morally sound decision. In its literal version, a person who has made the right choice can sleep soundly afterward; someone who has made the wrong choice cannot. . . . Defined less literally and more broadly, sleep-test ethics rests on a single, fundamental belief: that we should rely on our personal insights, feelings, and instincts when we face a difficult problem. Defined this way, sleeptest ethics is the ethics of intuition. It advises us to follow our hearts, particularly when our minds are confused. It says that, if something continues to gnaw at us, it probably should.

When we review the ethical theories covered in this chapter, we can identify two distinct approaches

to handling ethical dilemmas. One is to focus on the practical consequences of what we choose to do, and the other focuses on the actions themselves and the degree to which they were the right actions to take. The first school of thought argues that the ends justify the means and that if there is no harm, there is no foul. The second claims that some actions are simply wrong in and of themselves.

So what should you do? Consider this three-step process for solving an ethical problem:²

Step 1. Analyze the consequences. Who will be helped by what you do? Who will be harmed? What kind of benefits and harm are we talking about? (Some are more valuable or more harmful than others: Good health, someone's trust, and a clean environment are very valuable benefits, more so than a faster remote control device.) How does all of this look over the long run as well as the short run?

Step 2. Analyze the actions. Consider all the options from a different perspective, without thinking about the consequences. How do the actions measure up against moral principles like honesty, fairness, equality, respecting the dignity of others, and people's rights? (Consider the common good.) Are any of the actions at odds with those standards? If there's a conflict between principles

