

Running Head: Personal Code of Ethics

Personal Code of Ethics of Karen Luise Fields

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- I. Pledge (I Swear)
- II. Integrity (Call me Abe)
- III. Do No Harm (But I will Protect Myself)
- IV. Communication (I Will Tell You What Is On My Mind)
- V. Competence (I Use the Brain God Gave Me)
- VI. Empathy (Sorry for Your Plight)
- VII. Favoritism (I'm Not For Sale)
- VIII. Equality (I Am Not Better Than You)
- IX. Consequences (Take Your Licks)
- X. Commitment to Excellence (I Always Do My Best)

Pledge (I Swear): This personal code of conduct is how I, Karen Luise Fields, will conduct myself in life and in business. I promise to continue conducting myself as I always have with integrity, openness to new ideas, and commitment to excellence. I will take responsibility for all my actions and accept all consequences should I stray from this commitment.

Integrity (Call me Abe): I will be honest and truthful to everyone I encounter in my personal and business life. I will not spread false rumors to make myself appear better than another individual or business entity. I will not steal ideas not my own without proper recognition of the source. Without integrity, my word is empty and my worth is non-existent.

Do No Harm (But I will Protect Myself): I will protect others in the same manner as I protect myself. I will not inflict any physical or verbal harm on anyone who crosses my personal or business path in person or through written communication unless in a dire situation that requires the use of force necessary to get others or myself to safety. I will not use any communication tools to disparage any individual or corporate entity.

Communication (I Will Tell You What Is On My Mind): I will communicate with individuals and business entities in a manner that enables them to make informed decisions based in fact not conjecture and innuendo. I will make sure my communication is understood so there are no misunderstandings.

Competence (I Use the Brain God Gave Me): I promise to use the knowledge I have acquired to the best of my ability and I will seek out new and innovative information to enhance those abilities. I promise to pass on that knowledge to enable individuals and business entities to grow.

Empathy (Sorry for Your Plight): Instead of being reactive to a stressful situation, I will strive to see the other person's point of view and not judge. I will strive to understand that everyone has a bad day and nothing said in a stressful situation should be taken personally.

Favoritism (I'm Not For Sale): I will not accept bribes of any kind from individuals or business entities. I will not try to influence individuals or business entities based on my personal biases.

Equality (I Am Not Better Than You): I will not make differences in people. I will treat all persons the same: with decency and respect.

Consequences (Take Your Licks): I will take responsibility for all my actions. Should I stray from this code, I will accept whatever retribution or consequences coming to me. These consequences can include, but not limited to sanctions, legal action, loss of job, loss of friendships and other business relationships.

Commitment to Excellence (I Always Do My Best): I will strive for excellence in all I set out to accomplish. I will always do my best to create and complete work for individuals and business entities in a timely manner while keeping these individuals and business entities informed of my progress. I will keep to set budgets and schedules unless otherwise communicated via written or verbal communication.

Conclusion

This code will govern my behavior online and offline. These values were instilled from an early age and I was taught to always do the right thing. This applies to school, work, and interpersonal relationships. Whatever actions I take good or bad will affect these relationships. I was taught to always act the same no matter what the setting because I am on constant display and my reputation will carry over to all aspects of my personal and business life. If I get a reputation for being unethical, it will be hard to repair because people are always quick to believe the worst even if there is evidence in front of them to the contrary. This could happen by not following an ethical path just one time. To avoid any semblance of impropriety, I must adhere to a higher standard. I must lead by example, which hopefully will inspire others to do the same. Taking the high road is often a hard direction but it is full of rewards and beneficial to ones future. No one is perfect but I have always strived to stay on an ethical path and that is why I have been successful in all I have tried to accomplish in my life. Of course, there will be obstacles from naysayers and people who have not learned to act in an ethical manner but I cannot allow those people to compromise my standards. Ethics should be taught from day one and should never be left out of any life related activities. Ethics is the key to success.