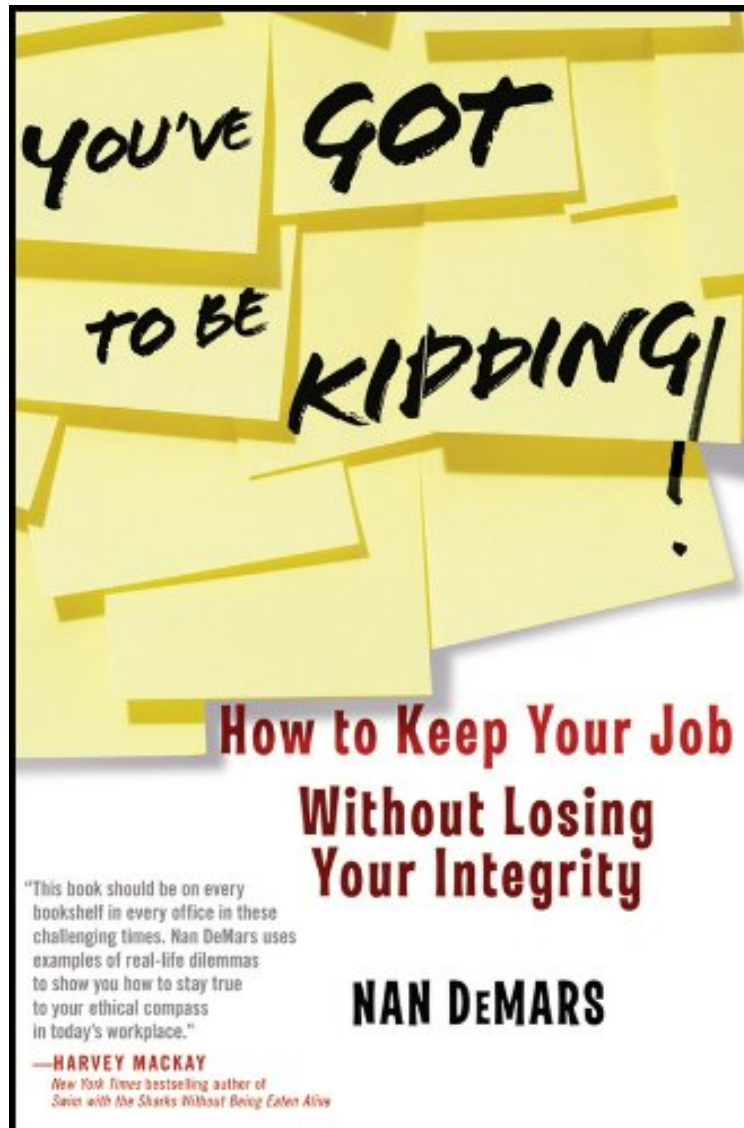


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## You've Got To Be Kidding!: How to Keep Your Job Without Losing Your Integrity

Nan DeMars

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**Nan DeMars : You've Got To Be Kidding!: How to Keep Your Job Without Losing Your Integrity** before purchasing it in order to gauge whether or not it would be worth my time, and all praised **You've Got To Be Kidding!: How to Keep Your Job Without Losing Your Integrity**:

1 of 1 people found the following review helpful. An essential book for workersBy Dr. Cathy GoodwinThe topic isn't glamorous, which is probably why people aren't rushing to buy it. This book does a really good job of warning workers of their liability. The old excuse, "My boss told me," doesn't work anymore.If you read about the Enron

situation, many people involved were simply naive. Even the Abu Ghraib scandal was allowed to erupt because the participants were young and just didn't know what to do. You don't have to be young. These days it is \*very\* easy to get in over your head. Nan DeMars tells you exactly what to do and gives you specific scripts to take care of yourself, while risking your job as little as possible. She covers sensitive topics, such as employee confidentiality, and directly attacks the issue of what to do when there's a conflict between your loyalty to the organization and your loyalty to your boss. (The organization wins but you have to know how to handle it.) Recommended and deserves more widespread circulation. 0 of 0 people found the following review helpful. Wise advice! By Reader Business ethics is a topic Nan DeMars knows inside and out! I only wish she had been available when I was a dewy-eyed teenager with a lecherous boss. This book is full of valuable lessons and wise advice.

What to do when you're caught in the middle of an ethical dilemma at work In today's super-stressed workplace, an ethical dilemma can come at you when you least expect it. Here's how to do the right thing without losing your integrity? or your job. You've GOT To Be Kidding will help you create an ethics-based workplace that's a joy to work in. This isn't the usual top-down, executive-only manual, but an approach to workplace ethics that's as relevant and accessible to employees as it is to managers and executives. From renowned workplace educator and author of You Want Me To Do What?, this book is filled with recognizable examples ripped from today's headlines that put ethical principles in concrete terms. Filled with recognizable examples that put ethical principles in concrete terms Covers such topics as topics as loyalty, confidentiality, security, office romance, harassment, social networking at work, harassment, workplace bullying, lying for your boss, and even Internet mischief A practical manual for assessing, discussing, and resolving ethical dilemmas in the workplace With employees at all levels being held more accountable than ever before, You've GOT To Be Kidding gives businesses of all types and sizes a winning set of principles and practices to do business at the highest ethical level and serves as a guide for anyone who wants to do the right thing without losing their integrity or their job.

From the Inside Flap Have you ever found yourself with only two horrific choices: Resign your job, or resign yourself to "living a lie" at work as a person with conflicted ethical standards? Ethical dilemmas come on a daily basis, and they cause too much stress. The best companies to work for and the companies that are the most profitable have a distinct ethical culture. These companies have a strategic competitive advantage. But this does not come easily. As an employee today, you cannot pretend your decisions about right and wrong do not matter. You can no longer say, "I did it to keep my job." We are all the new "corporate conscience keepers." Say good-bye to the stress of an unethical workplace! Here is your guidebook to building an Ethical Office, where you manage your work life so that it is aligned with your authentic morals and ethics. Packed with real-world examples and advice from experienced peers, you will learn how to: Extinguish harassment, gossip, and lies Balance loyalty to your boss versus company loyalty Steer your career with Nan's Ethical Priority Compass Be smart about handling cupid's arrows in the workplace Think before you blow the whistle Deal with "ethically challenged" vendors Participate in events without hangovers or regrets Build a culture of confidentiality Keep your boss (and others) ethical with Nan's 12-Step Program Recover from a mistake that leaves you embarrassed and ashamed In You've Got to Be Kidding!, ethics expert Nan DeMars presents her easy, step-by-step techniques for dealing with ethical dilemmas. This handbook picks up where the law leaves off and offers detailed guidance on virtually every workplace ethics issue. Both you and your company are tested by ethical dilemmas, and your choices frame who you are and what you stand for. You've Got to Be Kidding! prepares you for these tests and helps you build a more ethical office that reinforces your natural desire to do the right thing. From the Back Cover Praise for You've Got to be kidding! "Nan DeMars defines the new integrity in our time. Media coverage of 'corporate' greed and irresponsibility in the midst of a global economic crisis that personally impacted so many people will result in new law, new regulation, and new accountability for everyone in the workplace. Nan takes us all there now and prepares us for who we must be, as corporate employees (at all levels of responsibility), if we are to repair and enhance the corporate reputations of tomorrow." —Scott B. Baucum, Global Ethics Director, Monsanto "For many years, I have enjoyed watching Nan DeMars fine-tune the workplace ethics issue so that employees no longer have to take the blame for things their bosses asked them to do or be reprimanded for doing the ethical and right thing! You've Got to Be Kidding! transforms how employers and employees view their responsibilities today — to the benefit of all." —United States Vice President Walter Mondale "Little exists to prepare employees today for the exercise of moral courage. Nan DeMars sets about remedying this discrepancy, engaging readers with thought-provoking examples from the business world. You've Got to Be Kidding! leads a discussion that forms the basis of ethical decision-making and, thereby, encourages readers to practice for the exercise of moral courage before they find themselves in the type of situation where it is required." —Colleen Rowley, 2003 Time Magazine Woman of the Year, attorney-at-law, former FBI agent and whistleblower "Nan DeMars is internationally known for her take on personal and professional ethics. She takes the nebulous world of ethics and brings it down to a level you can not only understand but also relate to. She provides you with guidelines on how to respond when you find yourself in an awkward and often potentially damaging situation so

that you can maintain integrity and still keep your job, your credibility, and your optimism (much less keep you out of court, hot water, and harm's way)." —Susan Fenner, PhD, Education/Professional Development Manager, International Association of Administrative Professionals

About the Author: Nan DeMars is an internationally recognized office ethics keynote speaker, seminar leader, author, and columnist. She is President of Executory Services, a consulting firm providing workplace ethics training and C-Suite assistant search. Her office ethics columns for OfficePro magazine are its most read feature. She has also served as international president of the International Association of Administrative Professionals (IAAP), for which she authored its first-ever Code of Ethics.