

## **SECTION "A"**

### **Q.1. Write about Human Values and explain in detail types of Human Values?**

Human values are fundamental to human existence and are integral to any society. They are universal and are inherent in all human beings and are intertwined with the cultural and spiritual aspects of life. Human values-based education, therefore, is complimentary to values based education. Bringing out and nurturing of the human values in children during the formative years will result in caring and responsible adults in the future. Bringing out human values in adults is an internal motivator that reinforces good character, morality and ethics, resulting in caring and responsible citizens.

There are a wide variety of human values found in varying degrees in all societies, religious traditions, and civilizations. While different societies have different socio-cultural and value orientations, five basic themes of human values relevant to all are:

- Truth,
- Right Conduct,
- Peace,
- Love, and
- Non-Violence.

### **Q.2 Explain in detail different kinds of Ethics.**

1. Personal Ethics
2. Social Ethics
3. Religious Ethics
4. Professional Ethics
5. Business Ethics

1. **Personal Ethics-** Personal ethics is any system that has been chosen in some way as a moral guide in the particular life style.
2. **Social Ethics-** Standards that govern how members of a society are to deal with each other on issues such as fairness, justice, poverty and the rights of the individual.

**OR •** The rightness of an action is based on the customs and norms of a particular society or community (e.g., the usual way things are done around here)

3. **Professional Ethics:** Professional ethics concerns the moral issues that arise because of the specialist knowledge that professionals attain, and how the use of this knowledge should be governed when providing a service to the public.
4. **Religious Ethics:** Ethics, which is a major branch of philosophy, encompasses right conduct and good life. It is significantly broader than the common conception of analyzing right and wrong. A central aspect of ethics is "the good life", the life worth living or life that is simply satisfying, which is held by many philosophers to be more important than traditional moral conduct. • Most religions have an ethical component, often derived from purported supernatural revelation or guidance. • According to Simon Blackburn, "For many people, ethics is not only tied up with religion, but is completely settled by it. Such people do not need to think too much about ethics, because there is an authoritative code of instructions, a handbook of how to live."
5. **Business Ethics :** • Business ethics is the study of good and evil, right and wrong, and just and unjust actions in business. • Although all managers face difficult ethical conflicts, applying clear guidelines resolves the vast majority of them. • Ethical traditions that apply to business support truth telling, honesty, protection of life, respect for rights, fairness, and obedience to law. • Eliminating unethical behavior may be difficult, but knowing the rightness or wrongness of actions is usually easy.

### Q. 3. Write the ethical principles for business executives

Ethical values, translated into active language establishing standards or rules describing the kind of behavior an ethical person should and should not engage in, are ethical principles. The following list of principles incorporate the characteristics and values that most people associate with ethical behavior.

1. **HONESTY.** Ethical executives are honest and truthful in all their dealings and they do not deliberately mislead or deceive others by misrepresentations, overstatements, partial truths, selective omissions, or any other means.
2. **INTEGRITY.** Ethical executives demonstrate personal integrity and the courage of their convictions by doing what they think is right even when there is great pressure to do otherwise; they are principled, honorable and upright; they will fight for their beliefs. They will not sacrifice principle for expediency, be hypocritical, or unscrupulous.
3. **PROMISE-KEEPING & TRUSTWORTHINESS.** Ethical executives are worthy of trust. They are candid and forthcoming in supplying relevant information and correcting misapprehensions of fact, and they make every reasonable effort to fulfill the letter and spirit of their promises and commitments. They do not interpret agreements in an unreasonably technical or legalistic manner in order to rationalize non-compliance or create justifications for escaping their commitments.
4. **LOYALTY.** Ethical executives are worthy of trust, demonstrate fidelity and loyalty to persons and institutions by friendship in adversity, support and devotion to duty; they do not use or disclose information learned in confidence for personal advantage. They safeguard the ability to make independent professional judgments by scrupulously avoiding undue influences and conflicts of interest. They are loyal to their companies and colleagues and if they decide to accept other employment, they provide reasonable notice, respect the proprietary information of their former employer, and refuse to engage in any activities that take undue advantage of their previous positions.



**5. FAIRNESS.** Ethical executives are fair and just in all dealings; they do not exercise power arbitrarily, and do not use overreaching nor indecent means to gain or maintain any advantage nor take undue advantage of another's mistakes or difficulties. Fair persons manifest a commitment to justice, the equal treatment of individuals, tolerance for and acceptance of diversity, they are open-minded; they are willing to admit they are wrong and, where appropriate, change their positions and beliefs.

**6. CONCERN FOR OTHERS.** Ethical executives are caring, compassionate, benevolent and kind; they like the Golden Rule, help those in need, and seek to accomplish their business objectives in a manner that causes the least harm and the greatest positive good.

**7. RESPECT FOR OTHERS.** Ethical executives demonstrate respect for the human dignity, autonomy, privacy, rights, and interests of all those who have a stake in their decisions; they are courteous and treat all people with equal respect and dignity regardless of sex, race or national origin.

**8. LAW ABIDING.** Ethical executives abide by laws, rules and regulations relating to their business activities.

**9. COMMITMENT TO EXCELLENCE.** Ethical executives pursue excellence in performing their duties, are well informed and prepared, and constantly endeavor to increase their proficiency in all areas of responsibility.

**10. LEADERSHIP.** Ethical executives are conscious of the responsibilities and opportunities of their position of leadership and seek to be positive ethical role models by their own conduct and by helping to create an environment in which principled reasoning and ethical decision making are highly prized.

**11. REPUTATION AND MORALE.** Ethical executives seek to protect and build the company's good reputation and the morale of its employees by engaging in no conduct that might undermine respect and by taking whatever actions are necessary to correct or prevent inappropriate conduct of others.

**12. ACCOUNTABILITY.** Ethical executives acknowledge and accept personal accountability for the ethical quality of their decisions and omissions to themselves, their colleagues, their companies, and their communities.

#### **Q.4. Define Computer Ethics? Write the Ten Commandments of computer ethics**

**Computer Ethics.** Ethics is a set of moral principles that govern the behavior of a group or individual. Therefore, computer ethics is set of moral principles that regulate the use of computers.

1. Thou shall not use a computer to harm other people.
2. Thou shall not interfere with other people's computer work.
3. Thou shall not snoop around in other people's computer files.
4. Thou shall not use a computer to steal.
5. Thou shall not use a computer to bear false witness.
6. Thou shall not copy or use proprietary software for which you have not paid (without permission).

7. Thou shall not use other people's computer resources without authorization or proper compensation.
8. Thou shall not appropriate other people's intellectual output.
9. Thou shall think about the social consequences of the program you are writing or the system you are designing.
10. Thou shall always use a computer in ways that ensure consideration and respect for your fellow humans.

#### **Q.5. What are the basic requirements to fulfil basic human aspirations**

##### **1. Right Understanding:**

Lack of right understanding has led us into a variety of problem at different levels of our living, be it at the level of individual or a family or society or nature. As long as we live with wrong assumptions we shall continue to have the problems in ourselves and have problems in relationship, not feel happy or prosperous and will exploit nature.

In order to resolve the issues in human relationships, we need to understand them first and this would come from right understanding of relationship.

Similarly, in order to be prosperous and to enrich nature, we need to have the right understanding. The right understanding will enable us to work out our requirements for physical facilities and hence correctly distinguish the difference between wealth and prosperity.

##### **2. Right relationship:**

By relationship we mean the relationship that we have with other people or human being. We need to have mutually fulfilling relationships. If there is a problem in relationship, we feel uneasy, it bothers us. Even if we are interacting with someone and something we said or did offends them, it makes us uneasy, i.e. we want mutual fulfilment in relationship. Both I and the person we interact with need to feel fulfilled, need to feel satisfied from the interaction. This example from our daily life will elaborate it more. If we had an argument with a friend in the morning, after that we find that uneasy feeling stays with us for a long time. Although we may physically move from the place or stop talking to that friend, we still keep thinking about it and may get angry or frustrated. On the other hand, had there been no such problem with any of my friend rather I had a great time with the friend, then too it stays with us as a good feeling or good memory. Thus right relationship is something that we want in our life and we aspire for that.

##### **3. Physical facilities:**

Some of our desire or wants are so with physical things. We call these physical facilities. Physical facilities are necessary and complete for animals, while they are necessary but not complete for humans. To throw more light on that we need to ask our self a question. Do I want to live with a sense of prosperity or with a sense of deprivation? The answer is always want to live with a sense of prosperity. Prosperity means the feeling of having or being able to have more physical facilities than is needed. For ensuring feeling of prosperity, identification of need for physical facility is essential, over and above having wealth. So our assumption that accumulation of wealth is the only thing that we need and the rest shall be taken care of. But this



is an incorrect assumption having wealth is necessary but not sufficient for prosperity. Right identification of physical facilities is the key towards prosperity.

**Q. 6. What do you mean Sensitization towards others particularly senior citizen**

**Problems of Senior Citizens: -**

Majority of the elderly in both rural 50.78 % and urban 57.35 % areas are totally dependent on others for economic support. Census reveals that a large number of the poor elderly people were not receiving pensions. Ageing is associated with the decline in physiological effectiveness. Not only elderly persons are at risk of particular age-related diseases; they may also suffer from combination of several diseases. Senior citizens staying alone in the urban areas feel unsafe, Seniors are seen as a soft target by anti-social elements and dacoits. Crimes against seniors have seen a steady increase in recent times. Unhappy state of mind due to lack of exercise, lack of awareness regarding proper diet, lack of sleep due to stress, strain in relationships, financial constraints, fear psychosis, coping with medical emergencies. As per reports, 75-80 % of elders of middle class are lacking the respect, love, affection and protection.

***What can be done to give relief to elderly people – Measures needed to be taken to control elder abuse –***

- To promote family values,
- Sensitize the young on the necessities of older people and promote in them desirability of meeting familial obligations.
- The most effective measure is through sensitizing children and strengthening inter-generation bonding.
- Increased economic independence.
- Initiate state policies to encourage young generation to co-reside with their parents by providing tax relief, allowing rebates for medical expenditures and giving preference in allotment of houses.
- Short term staying facilities for older persons, so that family can get some relief when oldies go out.
- There should be nation-wide programs in schools and colleges for sensitizing children and young adults towards the aging and the aged,
- Sensitization of healthcare workers to recognize and develop a protocol for treating,
- Develop a robust social security system that not only ensures income security to the older persons, but also gives them opportunities for income generation.
- It is one of the primary ethical duty of any welfare government and its institutions to provide comfortable environment for elderly and terminally ill persons or to ease their anxiety, stress, or pain and other problems, physical, psychological and spiritual by opening healthcare centers in each and every local area, to take care, genuinely and compassionately, of their day today physical, medical and mental necessities.

Government should build flats for senior citizens specially designed keeping in view the special needs of old-age – from grab rails in bathrooms and corridors to anti-skid flooring, arthritis friendly taps, wheelchair friendly lifts and flooring etc. It will give them secure atmosphere and live independently with dignity.

**Q.7. Define attitude and write tips for developing a positive attitude?**

Attitude is a mental position relative to a way of thinking or being.

**Simple Tips for Developing a Positive Attitude:**

1. Choose to be happy. Yes, it is a matter of choice. When negative thoughts enter your mind, just refuse to look at them, doing your best to substitute them with happy thoughts
2. Look at the bright side of life. It's a matter of choice and repeated attempts.
3. Choose to be optimistic.
4. Find reasons to smile more often. You can find such reasons, if you search for them.
5. Have faith in yourself, and believe that the Universe can help you.
6. Associate yourself with happy people.
7. Read inspiring stories.
8. Read inspiring quotes.
9. Repeat affirmations that inspire and motivate you.
10. Visualize only what you want to happen, not what you don't want.
11. Learn Learn to master your thoughts

**Q.8. What are the rights? Write types of rights in details.**

**RIGHTS**

Rights are legal, social, or ethical principles of freedom or entitlement that is rights are the fundamental normative rules about what is allowed of people or owed to people, according to some legal system, social convention, or ethical theory.

**1. Human Rights:**

Human rights are defined as moral entitlement that place obligations on other people to treat one with dignity and respect.

Provisions under human rights are as follows:

- a) Right to pursue legitimate personal interest
- b) Right to make a living
- c) Right to privacy
- d) Right to property
- e) Right to non-discrimination
- f) No sexual harassment

**2. Professional Rights:**

Under professional rights, the following provisions are protected.

- a) Right to form and express professional judgment
- b) Right to refuse to participate in unethical activities
- c) Right to fair recognition and to receive remuneration for professional services
- d) Right to warn the public about danger
- e) Right to talk publicity about the job
- f) Right to engage in the activities of professional societies



**Q.9. What is meant by environmental ethics? Write some important guidelines regarding it.**

### **Environmental Ethics**

Environmental ethics is the study of moral issues concerning the environment and moral perspectives, beliefs and attitude concerning those issues. It is the discipline that studies the moral relationship of human being to, and the value and moral status of, the environment and its non-human contents.

Environmental ethics provide us the guidelines for putting over beliefs into action and help us to decide what to do when faced with crucial situation.

Some important guidelines are,

1. The earth should exist for the benefit of humanity and we should love and respect the earth.
2. Humans should have any ethical obligations with respect to the natural world. we should celebrate the changes of its seasons.
3. We should not have the right to take all the earth's resources for our own use.
4. We should not hold our self above other living things and have no right to drive them to extinction. Other species have an intrinsic right to exist.
5. We should believe on various religions and should follow what they say about humanity's relationship to the rest of the living world.
6. We should be grateful to the plants and animals which nourishes us by giving us food.
7. We should consume the material goods in moderate amount so that all may share the earth's precious treasure of resources. We should not waste our resources on destruction weapons.
8. We should not steal from future generation their right to live in a clean and safe planet by polluting it.

**Q. 10. What are the techniques or tips of Anger Management?**

**Anger management: 10 tips to tame your temper**

Ready to get your anger under control? Start by considering these 10 anger management tips.

#### **1. Think before you speak**

In the heat of the moment, it's easy to say something you'll later regret. Take a few moments to collect your thoughts before saying anything — and allow others involved in the situation to do the same.

#### **2. Once you're calm, express your anger**

As soon as you're thinking clearly, express your frustration in an assertive but non confrontational way. State your concerns and needs clearly and directly, without hurting others or trying to control them.

#### **3. Get some exercise**

Physical activity can help reduce stress that can cause you to become angry. If you feel your anger escalating, go for a brisk walk or run, or spend some time doing other enjoyable physical activities.

#### **4. Take a timeout**

Timeouts aren't just for kids. Give yourself short breaks during times of the day that tend to be stressful. A few moments of quiet time might help you feel better prepared to handle what's ahead without getting irritated or angry.

#### **5. Identify possible solutions**

Instead of focusing on what made you mad, work on resolving the issue at hand. Does your child's messy room drive you crazy? Close the door. Is your partner late for dinner every

night? Schedule meals later in the evening — or agree to eat on your own a few times a week. Remind yourself that anger won't fix anything and might only make it worse.

**6. Stick with 'I' statements**

To avoid criticizing or placing blame — which might only increase tension — use "I" statements to describe the problem. Be respectful and specific. For example, say, "I'm upset that you left the table without offering to help with the dishes" instead of "You never do any housework."

**7. Don't hold a grudge**

Forgiveness is a powerful tool. If you allow anger and other negative feelings to crowd out positive feelings, you might find yourself swallowed up by your own bitterness or sense of injustice. But if you can forgive someone who angered you, you might both learn from the situation and strengthen your relationship.

**8. Use humor to release tension**

Lightening up can help diffuse tension. Use humor to help you face what's making you angry and, possibly, any unrealistic expectations you have for how things should go. Avoid sarcasm, though — it can hurt feelings and make things worse.

**9. Practice relaxation skills**

When your temper flares, put relaxation skills to work. Practice deep-breathing exercises, imagine a relaxing scene, or repeat a calming word or phrase, such as "Take it easy." You might also listen to music, write in a journal or do a few yoga poses — whatever it takes to encourage relaxation.

**10. Know when to seek help**

Learning to control anger is a challenge for everyone at times. Seek help for anger issues if your anger seems out of control, causes you to do things you regret or hurts those around you.

**SECTION "B"**

**Q.11 fill in the blanks**

1. Psychological
2. Physical
3. Human Value
4. Safety

**Q.12 State true or false**

1. TRUE
2. FALSE
3. TRUE
4. FALSE

\*\*\*\*\*