

Core Values & Decision Making Workbook

**Students must complete through page 6
before the start of the workshop.
DO NOT GO FURTHER THAN PAGE 6.**

Definitions

Values | *A set of standards that influence our behavior; we deem them important*

- Respect
- Education
- Humor
- Compassion

Morals | *Principals that guide the understanding of right and wrong, based on values*

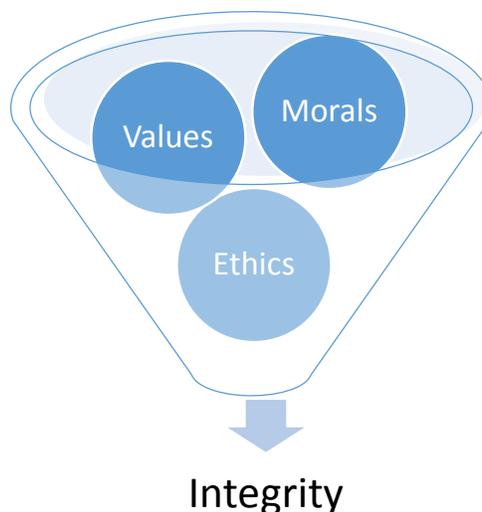
- Being trustworthy, telling the truth
- Keeping your promises
- Having patience
- Being generous

Ethics | *A set of moral principles and patterns of choice that guide our behavior*

- Under no circumstance is it OK to steal supplies from my workplace/employer
- To always provide comfort and care to someone in need, regardless of our differences or disagreements

Integrity | *Wholeness in the quality of being honest and morally upright*

- We are the same on the outside as we are on the inside
- There is alignment between values, words, and actions – decision is made to DO THE RIGHT THING



Values Assessment

1. Briefly review the following lists of values (Self, Spiritual, Vocation, Relationships, and Community). Circle those items in each area that **YOU** value. You may circle all that apply and add your own if you so desire.

You are to complete pages 3, 4, 5, and 6 prior to the start of the workshop. Bring this completed assignment with you to your Decision Making Workshop and be prepared to discuss with the group. You will not be allowed to participate in the workshop without the assignment.

Self-Values:

Academic accomplishment	Spirituality	Clothes
Academic degrees	Personal development	House
Education	Appearance and image	Attention
Intellectual growth	Physical fitness	Approval
Knowledge	Recognition	Sex
Achieving goals	Self-respect and esteem	Skills
Affiliation and belonging	Wisdom	Vacations
Courage	Social Status	Memories
Decisiveness	Addictions	Cars
Affluence	Doing something well	Time
Economic security	Athletic prowess	Gardening
Wealth	Physical health	Admiration
Self-indulgence	Emotional health	Technology
Balance	Material possessions	Love
Hobbies	Television	Fame
Creativity	Movies	Writing
Enjoyment	Integrity	Speaking
Music	Reading	Researching
Happiness and joy	Legacy	Ideas
Humor	Dreams, goals, visions	Dancing
Influence and impact	Fulfillment	Logic
Politics	Contentment	Other: _____
Self-actualization	School	Other: _____
Religion	Teams	Other: _____

Spiritual Values:

God	Balance	Ethics
Religion	Morality	Reflection
Honesty	Meditation	Moderation
Aesthetics	Retreats	Responsibility
Introspection	Duty	Inner peace
Wisdom	Fulfillment	Love
Contentment	Forgiveness	Heaven
Optimism	Faith	Other: _____
Hope	Respect	Other: _____
Tolerance	Integrity	Other: _____

Vocational Values:

Achieving goals
Promotions
Affiliation and belonging
Autonomy and independence
Change and variety
Achieving results
Compensation
Family-like environment
Diverse perspectives
Variety of skills
Influence and impact
Activity
Authority
Collaboration
Vision and goal
Competence
Creativity
Productivity
Justice

Loyalty
Rewards
Self-respect and esteem
Balance
Challenge
Duty
Dreams
Courage
Expertise
Trust
Location
Recognition
Status
Responsibility
Developing others
Doing something well
An organization
Dignified treatment
Position

Profits
Symbols of success
Time
Job security
Opportunities
Technology
Title
Rate of return
Ideas
Bonuses
Respect
Advancement
Office
Perks
Other: _____
Other: _____
Other: _____

Relationship Values:

Family
Camaraderie
Bonding
Diversity and perspectives
Respect
Children
Friends

Love
Sense of community
Developing others
Dignified treatment
Cooperation
Fellowship
Support

Loyalty
Sex
Goodwill
Harmony
Other: _____
Other: _____
Other: _____

Community Values:

Helping others
Location
Neighborhood
Altruism
Service
Sense of community
Duty
Humanitarianism
Contributing time
Contributing money
Contributing resources
Justice
Volunteering
Diversity
Publicity
Other: _____

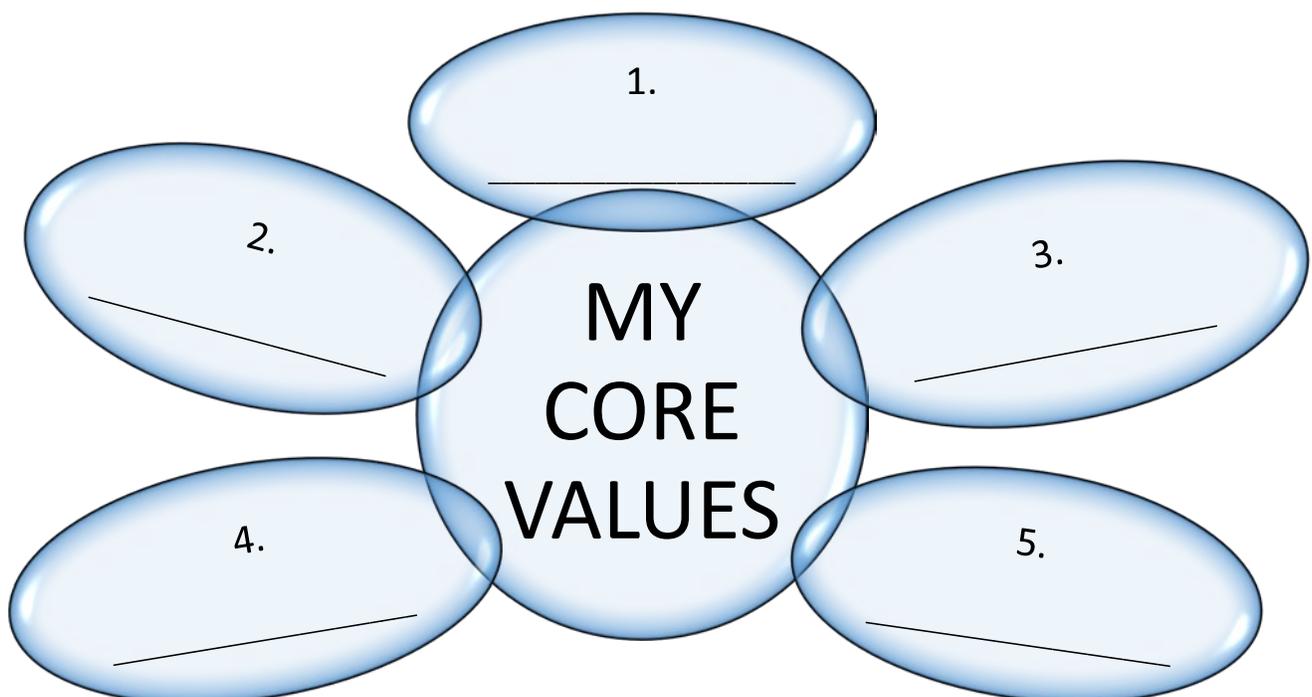
Other: _____

Values Assessment

2. Review the values you circled on pages 3 and 4 and identify up to your top five values for each category in the boxes below. In some instances, you may need to make a choice, you cannot have "ties" in any category. The value you list in box 1 should be the item you value most.

	SELF	SPIRITUAL	VOCATIONAL	RELATIONSHIP	COMMUNITY
1 st					
2 nd					
3 rd					
4 th					
5 th					

3. Out of the possible 25 values you listed above, identify your top five values among the entire grid. This may just be the number one value across the top in each category, or you may prioritize a 2nd, 3rd, 4th level value in one category more so than your 1st value in another. Look at your list completely and identify your overall **TOP FIVE VALUES**.



4. Using your top five Core Values from the previous page, list one in each Core Value box and then identify three ways in which you can support this core value in your daily activities.

Core Value	Core Value	Core Value
Supporting Action		

Core Value	Core Value
Supporting Action	



The Six Pillars of Character

These core ethical values have been identified across cultures and age groups as critical to the functioning of ideal communities and societies.

TRUSTWORTHINESS

- Honesty: trustful, sincere, non-deceptive, candid, not cheating
- Integrity: morally courageous, principled
- Promise-keeping: dependable, reliable
- Loyalty: faithful, allegiant, supportive, maintains confidences

FAIRNESS

- Making decisions on appropriate factors: impartiality, avoidance of conflicts of interest
- Commitment to equity
- Commitment to equality
- Openness to information and ideas
- Reasonableness
- Due process
- Consistency
- Fair play

RESPECT

- Regard for the dignity, worth, and autonomy of all persons (including self)
- Treating others with courtesy, civility, politeness
- Tolerating others' beliefs
- Accepting individual differences without prejudice
- Refraining from violence, coercion, intimidation

CARING

- Regard for the well-being of others
- Kindness
- Compassion
- Consideration
- Unselfishness
- Empathy
- Charity: altruism, giving

RESPONSIBILITY

- Accountability: answerable for consequences of decision
- Following-through with commitments and obligations
- Pursuit of excellence: diligence, perseverance
- Self-discipline: self-control, restraint
- Understanding role of actions in larger picture and other considerations

CITIZENSHIP

- Recognition of and living up to social obligations
- Participation in democratic processes
- Law obedience
- Protection of environment
- Community service
- Doing one's share

Decision Making Processes

Below, seven steps to making better decisions are outlined. Rank them in order of which you would do them, “1” being the first action you would take and “7” being the last action.

Your Rank (1-7)	Decision-Making Task	Expert's Rank
	Clarify Goals	
	Consider the Consequences (best ethical alternative)	
	Seek Additional Insights (assistance and/or advice)	
	Monitor & Assess the Outcome	
	Implement the Best Decision	
	Formulate & Evaluate Options	
	Define the Problem	

Questions to ask yourself when trying to make a decision:

- Is it legal?
- Could I, or someone else suffer physical harm or serious emotional pain?
- Am I OK with my actions and the possible consequences being on the front page of the newspaper or broadcast across social media platforms?
- Would the person I admire the most do this?
- Would I want this done to me or someone I care about?

Things to avoid:

- The clearly illegal
- That which violate basic human rights
- The dangerous
- The incredibly stupid
- The insensitive (to human needs or feelings)
- The inefficient or impractical

Principals of decision making:

- Ends-based: What will be the greatest good for the most number of people? Where is the largest benefit?
- Rules-based: What are the established rules/policies/laws/norms regarding this?
- Care-based: How would I want to be treated in this situation? (The Golden Rule)

