

SRM UNIVERSITY
Faculty of Science and Humanities
Department of Corporate Secretaryship and Accounting & Finance Science

Subject Name: Business Ethics (Sub Code:)

Class: III B.Com – CS)

Staff Name: M. Jothi & Dr. K Selvasundaram

No. of Hrs. Per week: 4

Text Books:

1. Sankaran, “Business Ethics and Values,” Margham Publications, Chennai, 2013 (all 5 units)

Reference Books:

2. Murthy CSV, “Business Ethics: Text & Cases,” Himalaya Publishing House, Mumbai, 2009
3. Laura P Hartman and Abha Chatterjee, “Perspectives in Business Ethics,” The McGraw Hill Companies, New Delhi, 2010

Unit I: Role and importance of Business Ethics and Values in Business – Definition of Business Ethics, Impact on Business Policy and Business Strategy – role of CEO – Impact on the Business Culture.

S.no	Day order	Hr	Description	Reference with chapter
1			Introduction to Business Ethics	TB : 1 – Chapter 1
2			Role of ethics and values	TB : 1 – Chapter 1
3			Importance of Ethics and Values	TB : 1 – Chapter 2
4			Definition of Business Ethics	TB : 1 – Chapter 1
5			Impact on Business Policy	TB : 1 – Chapter 2
6			Impact on Business Policy	TB : 1 – Chapter 3
7			Impact on Business strategy	TB : 1 – Chapter 3
8			Impact on Business strategy	TB : 1 – Chapter 3
9			Role of CEO.	TB : 1 – Chapter 4
10			Role of CEO.	TB : 1 – Chapter 4
11			Impact on Business Culture	TB : 1 – Chapter 4
12			Impact on Business Culture	TB : 1 – Chapter 4

Unit II: Types of Ethical Issues – Bribes – Coercion – Deception – theft – Unfair discrimination

S.no	Day order	Hr	Description	Reference with chapter
13			Intro to ethical issues in Business	TB : 1 – Chapter 5
14			Types of ethical issues	TB : 1 – Chapter 5
15			Bribes – nature	TB : 1 – Chapter 5
16			Causes of bribes and corruptions	TB : 1 – Chapter 5
17			Coercion – meaning and importance	TB : 1 – Chapter 5
18			Causes of coercion	TB : 1 – Chapter 5
19			Deception	TB : 1 – Chapter 5
20			Deception – causes and impact	TB : 1 – Chapter 5
21			Theft	TB : 1 – Chapter 5
22			Theft - Causes and impact	TB : 1 – Chapter 5
23			Unfair discriminations – nature	TB : 1 – Chapter 5
24			Causes and impact	TB : 1 – Chapter 5

Unit III: Ethics Internal – Hiring – Employees – Promotions – Discipline – Wages – Job Description – Exploitation of employees – Ethics External – Consumers – Fair Prices – False Claim advertisements.

S.no	Day order	Hr	Description	Reference with chapter
25			Intro to Internal Ethics	TB : 1 – Chapter 6
26			Ethics on Hiring	TB : 1 – Chapter 6
27			Ethics relating to employees	TB : 1 – Chapter 6
28			Ethics relating to promotion	TB : 1 – Chapter 6
29			Discipline	TB : 1 – Chapter 7
30			Wages – discipline and ethics	TB : 1 – Chapter 7
31			Job description	TB : 1 – Chapter 7
32			Exploitation of employees	TB : 1 – Chapter 7
33			Intro to Ethics external	TB : 1 – Chapter 8
34			Consumers	TB : 1 – Chapter 8
35			Fair prices	TB : 1 – Chapter 8
36			False claim advertisements	TB : 1 – Chapter 9
37			False claim advertisements	TB : 1 – Chapter 9

Unit IV: Ethics external – environment protection – natural – physical – society – relationship of values and ethics – Indian ethos – Impact on the performance

S.no	Day order	Hr	Description	Reference with chapter
38			External ethics - intro	TB : 1 – Chapter 8
39			Environmental protection	TB : 1 – Chapter 10
40			Environmental protection	TB : 1 – Chapter 10
41			Natural	TB : 1 – Chapter 10
42			Physical	TB : 1 – Chapter 10
43			Society	TB : 1 – Chapter 10
44			Society	TB : 1 – Chapter 10
45			Relationship b/w Values and ethics	TB : 1 – Chapter 1
46			Relationship b/w Values and ethics	TB : 1 – Chapter 1
47			Relationship b/w Values and ethics	TB : 1 – Chapter 1
48			Indian Ethos	TB : 1 – Chapter 14
49			Indian Ethos & Impact on performance	TB : 1 – Chapter 14
50			Indian Ethos & Impact on performance	TB : 1 – Chapter 14

Unit V: Vendors – Government – Social Cost Benefit Analysis – Social Audit (Practical case examples to be discussed)

S.no	Day order	Hr	Description	Reference with chapter
51			Intro to Vendors	TB : 1 – Chapter 12
52			Government	TB : 1 – Chapter 12
53			SCBA – intro	TB : 1 – Chapter 12
54			SCBA- importance	TB : 1 – Chapter 12
55			SCBA – scope and exercise	TB : 1 – Chapter 12
56			Intro to Social Audit	TB : 1 – Chapter 13
57			Importance of Social Audit	TB : 1 – Chapter 13
58			Social audit – examples	TB : 1 – Chapter 13
59			Social audit – examples	TB : 1 – Chapter 13
60			Social audit – examples	TB : 1 – Chapter 13