

DAY 2
CHAPTER 2
Purpose, Mission, and Vision
for Business and Life

CONDUCT WORKSHEET

Let's do the work to uncover our ROADBLOCKS both personally and professionally.
List 3-5 of your most personal statements for each category.

Honesty with yourself is the most important thing here. Some questions may seem callous but evaluate your beliefs for each of the following categories. **There are no wrong answers!**

Values: Your principle, standards, or judgment of what is important in life. (i.e., "God, Friendship is a *value* to me, Personal Standards of Values)

-
-
-
-
-

Morals: Your personal/individual principles that govern your behavior or conduct during an activity. (i.e., It is how you behave when no one is watching.)

-
-
-
-
-

Ethics: Standards provided by the society of moral principles govern a person's behavior or conduct during an activity. (i.e., Right vs. Wrong. It is not good to betray a friend, but you must if they are ethically wrong. How you want to be seen by others around you)

-
-
-
-
-

DAY 2
CHAPTER 2
Purpose, Mission, and Vision
for Business and Life

CONDUCT WORKSHEET (cont)

Integrity: Have and follow a set of values. It's impossible to have integrity if you don't have a moral code that you set for yourself and follow.

Rank yourself in on your integrity of the values you listed below.

One being weakest and ten being the strongest.

1. Honesty: I always speak the truth even when it may hurt others.
1 2 3 4 5 6 7 8 9 10
2. Contentment: I am always thankful and content with what I have.
1 2 3 4 5 6 7 8 9 10
3. Respect: I always give credit where credit is due, even if it is not me.
1 2 3 4 5 6 7 8 9 10
4. Authentic: I always say what I mean and commit to what I say by following through.
1 2 3 4 5 6 7 8 9 10
5. Helping others: I never take advantage of others and help whenever I can.
1 2 3 4 5 6 7 8 9 10
6. Acceptability: I do not argue over disagreements. I do not have to "win."
1 2 3 4 5 6 7 8 9 10
7. Trust: I give people the benefit of the doubt.
1 2 3 4 5 6 7 8 9 10

Commitment: Your pledge or undertaking to complete in a timely fashion.

DAY 2
CHAPTER 2
Purpose, Mission, and Vision
for Business and Life

1. Trustworthy: I complete the things I say I am going to do.
1 2 3 4 5 6 7 8 9 10
2. Time Management: I complete the things when I say they will be completed.
1 2 3 4 5 6 7 8 9 10
3. Financial Budget: I anticipate all costs and budget accordingly with complete accuracy.
1 2 3 4 5 6 7 8 9 10
4. Hold Strong to my Values:
1 2 3 4 5 6 7 8 9 10
5. Hold Strong to my Morals:
1 2 3 4 5 6 7 8 9 10
6. Hold Strong to my Ethics:
1 2 3 4 5 6 7 8 9 10