
Business Ethics

Ethical decision-making is essential in the business world and the workplace. This team even recognizes FBLA members who demonstrate the ability to present solutions to ethical situations encountered in the business world and the workplace.

Competencies

This event consists of a performance component. Each team will present and defend its positions related to an ethical dilemma.

Case Study

Participants will be given a case study involving making ethical decisions in the business world or in the workplace. Teams will demonstrate the following skills: their ability to work as a team; an understanding of the case and explain their recommendations; good verbal communication skills; good decision making and problem solving skills; provide a logical and systematic explanation of their recommendation; and the ability to effectively answer questions.

Career Cluster(s):

Business, Management, and Administration

Business Education Curriculum Standard(s):

Business Law, Career Development, Communication, Information Technology

Region Eligibility

Each chapter may enter one team of two to three (2-3) members who must be from the same school. The participants must be members of active local chapters and are on record in the Pennsylvania state and the FBLA-PBL national offices as having paid dues by January 31. If the region conference is scheduled before January 31, then dues must be paid prior to that conference date as established by the region and posted on the PA FBLA web site.

One team member may repeat and may have entered this event at a previous Region Leadership Conference.

If one or more of the team's members cannot participate in the performance and the team no longer has the required number of members, the team will not be allowed to substitute other participants and the team will be disqualified.

It is the responsibility of the:

local chapter adviser

- pay membership dues for all competitors by the published region deadline and to register students through the PA FBLA online registration system by the published deadline.

region adviser

- to verify that membership dues of participants at the region conference comply with the deadlines listed above.

State Eligibility

The minimum number of teams each region may enter is the first-place teams whose participants are members of an active local chapter and are on record in the Pennsylvania state and the FBLA-PBL national offices as having paid dues by January 31 or prior to the region conference by the date posted on the PA FBLA web site.

One team member may repeat and may have entered this event at a prior State Leadership Conference.

If one or more of the team's members cannot participate in the performance and the team no longer has the required number of members, the team will not be allowed to substitute other participants and the team will be disqualified.

If any of the eligible winners cannot attend the SLC, it is the responsibility of the:

local chapter adviser

- to contact the region adviser about the team that will not be attending.

region adviser

- to contact the adviser of the next eligible competitor about participating at the State Leadership Conference.

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- to notify the PA FBLA Executive Director/State Chairman of the change before the deadline date published at www.pafbla.org/importantdates.php, which is posted on the PA FBLA web site.

Region Procedure

The following procedures must be used:

1. **The team members must comply with the PA FBLA Dress Code which can be found at www.pafbla.org/dresscode.php. If any team participant does not comply, he or she will not be admitted to the testing area until the participant is in compliance.**
2. There will only be one round of competition at the region level.
3. The event requires three rooms—a holding/sequestering room, a preparation room, and a delivery room.
4. Participants must furnish their own No. 2 pencils and erasers. No other materials or equipment may be used.
5. This is a sequestered event. Individuals will be sequestered before the first performance. **Because the students in this event are sequestered, a participant arriving late may enter the holding room as long as the first performance has not begun. If the first performance has begun, the participant will not be permitted to enter the holding room. If the team no longer has the required number of members, the team will not be allowed to substitute other participants, and the team will be disqualified. The team will not receive any instructions if the participants arrive after instructions have been given by the event administrator.**
5. Twenty (20) minutes before performance, each team will receive the ethical dilemma.
6. The team has seven (7) minutes to present the ethical dilemma to the judges.
7. Team members should introduce themselves and describe the ethical situation. All team members must participate in the presentation. Team members will be allowed to use their index cards in explaining their case to the judges.
8. Two (2) 4" x 6" note cards will be provided for each participant and may be used during the preparation and performance of the case. Information may be written on both sides of the note cards. Note cards will be collected following the presentation.
9. No reference materials, visual aids, or electronic devices may be brought to or used during preparation or the performance.
10. The judges will play the role of the second party in the presentation based on the information provided in the case study.
11. A timekeeper will stand at six (6) minutes and again at seven (7) minutes. When each team is finished, the time used will be recorded. A five (5) point deduction will be made for presentations over seven (7) minutes.
12. Following each presentation, judges will conduct a three (3) minute question-answer period.

State Procedure

Conference Requirements

The following procedures must be used:

1. There will be two rounds of competition—a preliminary round and a final round.
2. The event requires three rooms—a holding/sequestering room, a preparation room, and a delivery room.
3. A **preliminary round** will be held to determine the top twelve (12) teams in the final round. All participants will be divided randomly into three groups by a member of the state committee, with the top four participants from each group advancing to the final round.

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- The order of performance will be drawn at random by a member of the state committee.
 - Based on the judges' scores, up to twelve (12) teams will be posted and will compete in the final round.
4. The following procedures will be followed during the **final round**:
 - The order of performance will be drawn at random by a member of the state committee.
 5. The adviser must report to event confirmation to verify the competitor's participation in this event. Participants not confirmed will be disqualified from the event.
 6. Participants must furnish their own No. 2 pencils and erasers. No other materials or equipment may be used.
 7. Both the rounds will be open to an audience.
 8. This is a sequestered event. Individuals will be sequestered before the first performance to receive instructions and time assignments.
 9. All participants in this event must report at the event time listed in the program for instructions. **Because the students in this event are sequestered, a participant arriving late may enter the holding room as long as the first performance has not begun. If the first performance has begun, the participant will not be permitted to enter the holding room. If the team no longer has the required number of members, the team will not be allowed to substitute other participants, and the team will be disqualified. The team will not receive any instructions if the participants arrive after instructions have been given by the event administrator.**
 10. The participants must comply with the PA FBLA Dress Code which can be found at www.pafbla.org/dresscode.php. If the participant does not comply, he or she will not be admitted to the holding room until the participant is in compliance with the dress code.
 11. Twenty (20) minutes before performance, each team will receive the ethical dilemma.
 12. The team has seven (7) minutes to present the ethical dilemma to the judges.
 13. Team members should introduce themselves and describe the ethical situation. All team members must participate in the presentation. Team members will be allowed to use their index cards in explaining their case to the judges.
 14. Two (2) 4" x 6" note cards will be provided for each participant and may be used during the preparation and performance of the case. Information may be written on both sides of the note cards. Note cards will be collected following the presentation.
 15. No reference materials, visual aids, or electronic devices may be brought to or used during preparation or the performance.
 16. The judges will play the role of the second party in the presentation based on the information provided in the case study.
 17. A timekeeper will stand at six (6) minutes and again at seven (7) minutes. When each team is finished, the time used will be recorded. A five (5) point deduction will be made for presentations over seven (7) minutes.
 18. Following each presentation, judges will conduct a three (3) minute question-answer period.

Region and State Judging

The team will be evaluated by a panel of judges using the rating sheet found in these guidelines. All decisions of the judges are final. If there is a tie, ties will be broken based on the following:

First Tiebreaker

- Total points of the *Content* section on the rating sheet.

Second Tiebreaker

- Total points of the "Demonstrates the ability to effectively answer questions" category within the *Delivery* section on the rating sheet.

Third Tiebreaker

- Total points of the “Thoughts and statements are well-organized and clearly stated; appropriate business language used” category within the *Delivery* section on the rating sheet.

Tiebreaker implementation examples can be found in this handbook or at www.pafbla.org/tiebreakers.php.

Region Awards

Each region may decide the number and type of awards to be presented at the RLC.

State Awards

The state chapter will present a maximum of ten (10) awards at the State Leadership Conference.

National Conference Eligibility

The first- and second-place award winning teams at the State Leadership Conference are eligible to attend the National Leadership Conference. Advisers and participants should refer to the latest edition of the National Chapter Management Handbook for official National Leadership Conference event guidelines.

In the event that the first- or second-place team cannot attend, it is the responsibility of the:

local chapter adviser

- to contact the PA FBLA Executive Director/State Chairman about the team that will not be attending.

PA FBLA Executive Director/State Chairman

- to contact the next eligible award winning team about participating at the National Leadership Conference.



BUSINESS ETHICS

Performance Rating Sheet

Preliminary Round Final Round

Evaluation Item	Not Demonstrated	Does Not Meet Expectations	Meets Expectations	Exceeds Expectations	Points Earned
Content					
Situation is understood and effectively defined	0	1-5	6-10	11-15	
Ethical dimensions of the problem are clearly defined	0	1-5	6-10	11-15	
Team's position is clearly stated	0	1-3	4-7	8-10	
Questions answered completely and effectively	0	1-3	4-7	8-10	
Effective ethical solution is offered	0	1-5	6-10	11-15	
Delivery					
Thoughts and statements are well-organized and clearly stated; appropriate business language used	0	1-5	6-10	11-15	
Team members demonstrate self-confidence, poise, and good voice projection	0	1-2	3-4	5	
All team members actively participate in the presentation	0	1-2	3-4	5	
Demonstrates the ability to effectively answer questions	0	1-3	4-7	8-10	
Subtotal	/100 max.				
Time Penalty Deduct five (5) points for presentation over seven (7) minutes. Time: _____					
Dress Code Penalty Deduct five (5) points when dress code is not followed. _____					
Penalty Deduct five (5) points for failure to follow guidelines. _____					
Total Points	/100 max.				
Final Score	/100 max.				

Name(s): _____

School: _____ Region: _____

Judge's Signature: _____ Date: _____

Judge's Comments:

VERIFICATION & INITIALS
(scores checked for accuracy)

Chief Administrator _____

Official Checker _____