

**Q: 1: Short Questions****(10)**

- I. What is the difference between ethics and morals?
- II. Define the following theories:
  - a. Utilitarianism
  - b. Utopianism
  - c. The Categorical Imperative
- III. What is brainstorming?
- IV. Describe Force Field Analysis.
- V. What is an ethical dilemma?

**Q: 2:** Describe the different steps in the identification of Values. **(5)****Q: 3:** Describe Nan DeMars's 22 keys that can help to make an office ethical. **(5)****Q: 4:** Write detailed notes on "The Kidder Process". **(5)****Q: 5:** Discuss the ways of resolving ethical dilemmas caused by supervisors. **(5)**