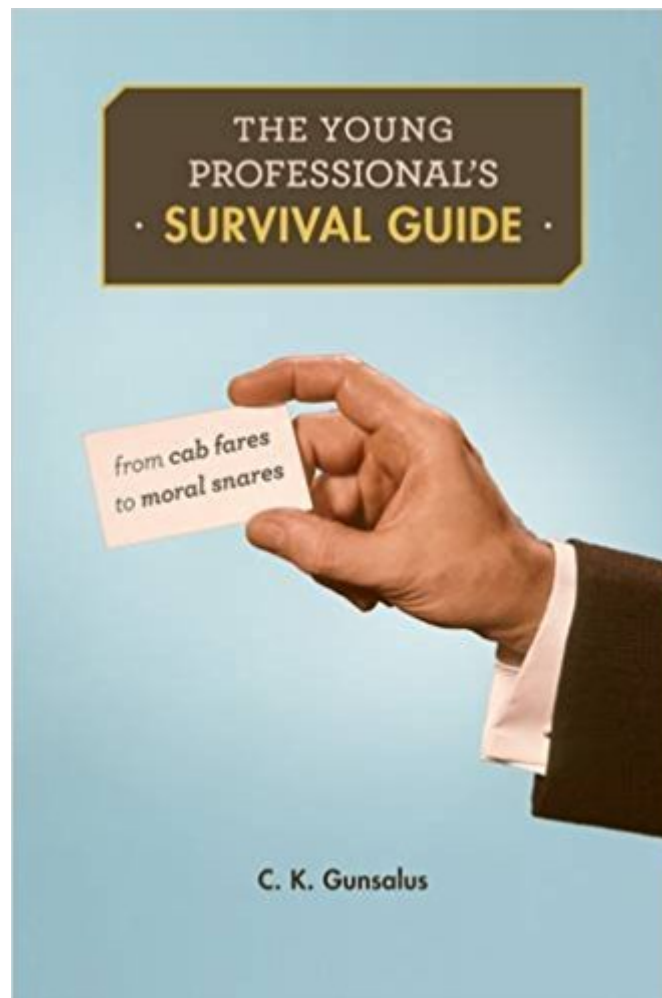




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The Young Professional's Survival Guide: From Cab Fares To Moral Snares



Synopsis

A nationally recognized expert on professional ethics uses pungent real-world examples to help people new to the work world recognize ethical situations that can lead to career-damaging mistakes and prevent them. Gunsalus offers questions to ask yourself, sample scripts to use on others, and guidance in handling disputes fairly and diplomatically

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Customer Reviews

For young professionals committed to doing the right thing, even in the face of pressures to cut ethical corners, this book is a must-read. The writing is crisp, the advice practical, and the insights so "right on" that you will want to keep the book within easy reach. (Mark Frankel, American Association for the Advancement of Science) This book is a great overview of the ethical dilemmas that new professionals typically face. But what's really important are the step-by-step instructions on what, exactly, to say when you're confronted with a sticky situation. That advice alone makes the book a must-have for any working professional. (Jennifer L. Bloom, University of South Carolina) The Young Professional's Survival Guide is so much more than a how-to. It's a gracefully written series of reflections on real ethical dilemmas that never forgets the real person actually trying to get by. It's humane, wise, and funny. I only wish I could have read it ten years earlier. (Dean Dad, author of the Confessions of a Community College Dean blog at Inside Higher Ed) The most compelling and constructive guide ever written about how to become the kind of professional who will make your parents, friends, and colleagues proud. Gunsalus shows you how to think about and

avoid the little decisions that come back to haunt you, and how to make the most of the little opportunities to do the right things in the right way. Great book. (Robert I. Sutton, author of Good Boss, Bad Boss and The No Asshole Rule)A useful guide to potential ethical issues faced by young people starting out in the workplace, and how to handle them. (Publishers Weekly 2012-09-17)
--This text refers to the Hardcover edition.

C. K. Gunsalus is Director of the National Center for Professional and Research Ethics in the College of Engineering and Professor Emerita in the College of Business at the University of Illinois at Urbana-Champaign.

Almost no-one sets out to do something embarrassing, wrong or illegal, but external forces and internal choices, alone or in combination, can lead there, according to C K Gunsalus in this book. The book is a useful guide to ethics for its target audience of young professionals, but it is also useful for a professional at any stage of his or her career. So how do you decide what to do when faced with an awkward ethical dilemma? You can do what most people do and make it up as you go along, but once you start to compromise and other people find out that you are willing to bend a bit, the pressure on you to make further compromises increases. The alternative approach is to decide beforehand how you will react, and what things you are and are not prepared to do. Some of the wisdom contained in the book: * Ethics, like life, consists of small acts done consistently over time. * Ethics is not a luxury you can defer early in life and add on when you can afford to. * However much you value integrity in the abstract, daily life will test it in ways you might not predict. * Thinking deeply about your values and being able to articulate them will help you identify potential missteps that could trap you. * Financial savings can give you the emotional and practical wherewithal to resist doing something that violates your standards, giving you an option to walk away without going hungry or homeless. * Habits save your mental energy for making more important judgments. The book provides advice on cultivating your reputation, creating energy, presenting a positive emotional attitude, sharing the glory, managing work relationships, dealing with toxic people, setting boundaries, different types of career pitfalls, avoiding temptation, facing up to difficult challenges, recognising and dealing with conflicts of interest, asking appropriate questions, creating scripts for dealing with awkward conversations, negotiation tactics, how to have a dispute professionally, and many similar subjects. In my opinion this is a very useful book. While it does not force any particular set of ethical values on the reader, it does recommend a higher road than most professionals will be accustomed to taking. Most professionals will gain a great deal of benefit from reading the book

carefully and devising a personal set of guidelines for responding to future ethical encounters.

Dr. Gunsalus' book is a must read for young professionals. Whether graduating from high school or college, this book provides a high quality, story based look at professional cultures, decision making, and development. Many young professionals entering the workforce, I believe at record numbers, have never held a job. This was so that they could focus on academics, athletics, clubs, and other extracurricular activities. Today's high schools demand 24/7 student/athletes where training is year round. Hampering efforts for these teens to get jobs. Professor Gunsalus' book is a valuable way for such individuals to close the gap, understand the workplace, and understand the moral snares that do persist through one's career. Especially at the entry level. Even as a 25 year executive, I found the book a wonderful read and review for my own development. And I am already using the book as a tool for individuals I manager, coach, or mentor. It is a great starting point for getting across basic ideas of professional self management.

This book provides realistic examples and solutions regarding professional responsibility for young professionals as they begin their careers in the real-world. It is well written, straightforward, and easy to understand. There are applicable solutions that readers can use immediately and preventative ways for young professionals avoid getting involved in unethical situations. This book is a key tool that every young professional should use to start their career with professional responsibility. C.K. Gunsalus' insight and experience in this matter is outstanding, unique, and relevant. Highly recommended for any student and/or young professional.

An honored tradition is to get a briefcase for newly minted professionals. Toss it, and get them this book instead. In 190 pages, she lays out how to deal with ethical dilemmas: what to do when a higher up wants you to fudge on a reimbursement form; how to blow the whistle and still have a career; the import of developing a professional persona. And, much of what she teaches is how to leverage the power of questions to keep your soul and your job and she sets out the questions to ask. Also, she lays out how a manager should deal with unprofessional or unethical conduct by the use of scripts, which raise the issue but gives the manager a way to gracefully retreat if the suspicions prove unfounded. Lots of nuggets on each page. Love the book's close: "This is not a test---this is your life. Live it well. "

Used for school at UIUC for Business 101 and was cheaper and easy to read on my computer!

I picked up this title after reading Gunsalus's "College Administrator's Survival Guide." This is just as good, aimed at young adults, with essential advice on keeping one's cool and ethics while starting a career.

What a great guide----perfect gift for the new college grad---or to give to new employees. We had an interesting discussion with our son and his girlfriend about several of these issues that don't have clear cut answers when they occur in real life.

Found the advice and wisdom not just good for young professionals but also good for those further into their career.

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