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KNOWLEDGE FOR ACTION  
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While representing himself or herself as a member of the Wharton community, the Wharton student will maintain the highest standards of honesty and integrity. The student will strive for these standards in his or her representations, academic pursuits, and respect for the property and individual rights of others; will uphold the specific principles described in the Code; and will actively support the Code.

- Wharton MBA Code of Ethics, 1989, 2005



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# Wharton MBA Code of Ethics

As a Wharton MBA student **you** are expected to...

- Represent yourself truthfully
- Use honest methods in all pursuits
- Respect the individual rights and property of others

**Prohibited behavior includes (but is not limited to)...**

- Lying to a fellow student, faculty member, administrator, or prospective employer
- Misrepresenting the originality of one's work (Plagiarism)
- Giving or receiving unauthorized aid on an assignment or exam
- Accessing, removing, or destroying information, materials, or other property belonging to another without first obtaining permission
- Utilizing for commercial gain any material provided to Wharton for educational purposes without first obtaining permission

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## Group Discussion:

**Describe a time you behaved ethically  
when pressured to do otherwise...**

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## Thought Exercise: Overtime

The exam clock expires, the proctor calls “time” then instructs all students to stop writing and bring their exams to the front of the class.

Bob does not comply. While his classmates pack up their belongings and bring their exams to the front of the room, Bob continues to write. Several students remind Bob that time has been called; he hears but chooses to ignore them.

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## Thought Exercise: Overtime

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If the proctor does not catch Bob, what impact will his behavior have...

- on the other students in the class
- on the community at large
- on himself

---

## Thought Exercise: Overtime

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Bob does not comply. While his classmates pack up their belongings and bring their exams to the front of the room, Bob continues to write. Several students remind Bob that time has been called; he hears but chooses to ignore them.

If the proctor does catch Bob, what impact will his behavior have...

- on the other students in the class
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# The Ethics Committee

## Structure

- 9-18 Second-Year students elected by student body
  - Assisted by 4 First-Year Ethics Liaisons elected by each cluster

## Function

- Promote ethics awareness and education through outreach programs and academic initiatives
- Oversee changes and modifications to Wharton Ethics Code
- Answer ethics-related questions
- Facilitate discussion about ethics between students and faculty
- Hear cases brought to the administration
  - Make recommendations regarding sanctions

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# Ethics Liaisons

## Structure

- 4 First-Year Students elected by cluster (September)
- Work with Ethics Committee to address class specific issues, implement programming, and facilitate communication with the committee.

## Function

- Serve as confidential sounding board and link between cluster, faculty, and Ethics Committee for any ethics-related questions and issues
- Assist Ethics Committee in various outreach initiatives
- Serve as a non-voting member in Ethics Committee hearings



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# Who brings a case to the committee and how?

## Any member of the Wharton community

- Students
- Faculty
- Administrators/Staff

## Complaints must be submitted in writing to

- Member of the Ethics Committee
- Administrator in the Graduate Division
  - Administrative Liaison: Stephan Dieckmann

## Complaints may be filed anonymously

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# What happens when a complaint is submitted?

## Code Advocate is assigned to the case

- Advocate works with complainant and accused to build a file

## Ethics Committee hearing

- Committee convenes to consider file and testimony (if necessary) of complainant and accused
- Committee deliberates to determine responsibility of accused
- Committee makes a recommendation regarding sanction

## Sanctions

- If the accused is found in violation of the code sanctions are ultimately decided upon and levied by the administration

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# Administrative Sanctions

include but are not limited to...

## Failing grade

- On an individual assignment
- For the class

Notation of ethical violation on transcript

Community service

Supplemental assignments

Suspension

Expulsion

# Intangible Sanctions include but are not limited to...

Loss of credibility & trust within the community

Damage to faculty perceptions of trust & accountability

Damage to the Wharton brand

The screenshot shows a Bloomberg Businessweek article from April 30, 2007, titled "MBA Students Fail Ethics Test" by Alison Damast. The article discusses how thirty-four students at a business school were accused of cheating on an exam, violating the school's honor code. It mentions that the school has a long history of emphasizing ethics and that this incident is a significant breach of trust. The article also notes that the school is taking disciplinary action against 34 first-year MBA students, representing almost 10% of the class, for allegedly cheating on an open-book, take-home final in one of the school's required core classes. A quote from the associate dean of marketing and communications states, "There is a great deal of concern. The honor code is a cornerstone for the culture that we have here, and we take a violation of it quite seriously."

The screenshot also shows the Bloomberg Businessweek website interface, including a navigation bar with categories like Global Economics, Companies & Industries, Politics & Policy, Technology, Markets & Finance, Innovation & Design, Lifestyle, Business Schools, Small Business, and Video & Multimedia. There is a search bar, a "SUBSCRIBE ONLY \$5" button, and a "Most Popular" section with various article links.

FNCE 611/614 Corporate Finance	Materials							People				
	Approved calculator	Laptop / other electronics	Summary sheet	Textbook / class notes	Past notes / summaries	Past exams / assignments	Internet content / other outside materials	FNCE 611/614 Group <sup>1</sup>	Other student(s) in same section	Student(s) in other sections (same term)	Wharton student not taking the class this term	Person outside of Wharton
Problem Sets	A	A	A	A				W	D <sup>1</sup>	D <sup>1</sup>		
Exam Prep	A	A	A	A		A		W	W	W	W	W
Exams	A		A	A		A						
	A = Allowed material Shaded Cell = Not allowed							W = Allowed to work together D = Discussion of general concepts and procedures is allowed but no sharing of specific answers. Shaded Cell = Not allowed				

**Other comments:**

(1) Problem set write-ups may be done in groups of up to 3 students. General discussion with others in class allowed. NO SHARING OF SPECIFIC ANSWERS FOR PROBLEM SETS WITH OTHER WORKING GROUPS. Problem set groups may include students in different sections.

The information above covers many common situations but will not cover every circumstance. Remember:

The Wharton MBA Code of Ethics that you accepted requires, among other things, that you represent yourself and your work honestly, don't try to gain unfair advantage over other students, follow the instructor's guidelines and respect confidentiality of your work and the work of others.

Should you have questions, please contact your Ethics Representative or professor.

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## Thought Exercise: Plagiarism

**Professor Mehta is getting ready to grade students' final papers. Before reading anything she uploads all sixty papers to turnitin.com. Fifty-nine come back fine however one shows 61% similarity with other sources. When Professor Mehta reviews the report she sees that large sections are copied and pasted directly from the internet...**



A software platform that “check’s students’ work for... potential plagiarism by comparing it against the world’s largest academic database.”

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## Proper Citation

### What should I cite?

Anything you put in a paper or presentation that is not your original work or common knowledge

books magazines charts lyrics  
data speeches interviews tables  
articles newspapers films graphs  
websites recordings e-mails

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# Proper Citation

## What should I cite?

Anything you put in a paper or presentation that is not your original work or common knowledge

## Why should I cite?\*

- To show your readers that you have done your research.
- To give credit to others for work they have done.
- To point your readers to sources that may be useful to them.
- To allow your readers to check your sources, if there are questions.

## How do I cite?\*

- Use the same style throughout
- Refer to the course's syllabus
- Ask your instructor

*The Chicago Manual of Style*

Modern  
Language  
Association **MLA**

 APA Style

\* - [http://www.upenn.edu/academicintegrity/ai\\_citingsources.html](http://www.upenn.edu/academicintegrity/ai_citingsources.html)



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# Citation Quiz

Student submission

The Wharton School of the University of Pennsylvania was founded in 1881.

**Common knowledge – no need to cite**

# Citation Quiz



Student submission

The Laffer Curve says that at this point on the revenue curve you will get exactly the same amount of revenue as at this point. This is very controversial. In 1980, George H.W. Bush called this “Voodoo” economics.

Film content

“The Laffer Curve. Anyone know what this says? It says that at this point on the revenue curve, you will get exactly the same amount of revenue as at this point. This is very controversial. Does anyone know what Vice President Bush called this in 1980? Anyone? Something-d-o-o economics. “Voodoo” economics.”

*Ferris Bueller's Day Off*. Dir. John Hughes, 1986. Film.

**Plagiarism – no citation**

**... also paraphrased text must be substantively distinct**

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# Citation Quiz

## Student submission

The Federal Reserve System, which serves as the nation's central bank, was created by an act of Congress on December 23, 1913. The System consists of a seven-member Board of Governors with headquarters in Washington, D.C., and the 12 Reserve Banks located in major cities throughout the United States.

The Federal Reserve Banks are the operating arms of the central banking system, carrying out a variety of System functions, including operating a nationwide payment system; distributing the nation's currency and coin...<sup>1</sup>

1 Board of Governors of the Federal Reserve System (May, 2014). *100<sup>th</sup> Annual Report*. Federal Reserve System, Washington, D.C.

## Web content

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**Plagiarism – When using the words of another “enclose them with quotation marks or indent the quote on both sides of the margin.”\***

\* - [http://gethelp.library.upenn.edu/PORT/documentation/plagiarism\\_policy.html](http://gethelp.library.upenn.edu/PORT/documentation/plagiarism_policy.html)

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# Why do people cheat?

“Our confidence in our own integrity is frequently overrated. Good people unknowingly contribute to unethical actions...”

- Max Bazerman & Ann Tenbrunsel\*

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- People are more likely to cheat when they are tired.<sup>1</sup>
  - *As an MBA student you are going to be tired... a lot.*
- Repeatedly resisting the urge to cheat depletes one’s ability to do so.<sup>1</sup>
  - *Surround yourself with ethical people.*
- People are more likely to cheat when they think there is “abundant wealth”<sup>2</sup>
  - *Grades and LTs are assigned on relative performance.*

Bazerman, Max and Tenbrunsel, Ann (April 20, 2011). Stumbling Into Bad Behavior. *The New York Times*, New York.

1 Gino, Francesca and Schweitzer, Maurice and Mead, Nicole and Ariely, Dan (July, 2011). Unable to resist temptation: How self-control depletion promotes unethical behavior. *Organizational Behavior and Human Decision Processes* 115 (2)

2 Gino, Francesca and Pierce, Lamar (July, 2009). The abundance effect: Unethical behavior in the presence of wealth. *Organizational Behavior and Human Decision Processes* 109 (2)

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“Our confidence in our own integrity is frequently overrated. Good people unknowingly contribute to unethical actions...”

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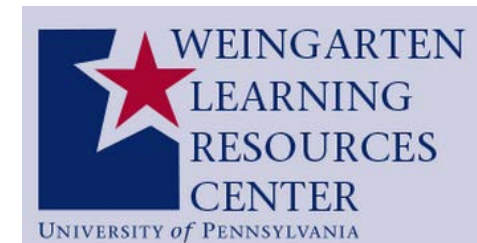
- “This above all - to thine own self be true”

-William Shakespeare, *The Tragedy of Hamlet, Prince of Denmark*

- Be honest about your study habits
- Ask for help

- Get organized

- Review syllabi at the start of the semester
- Note key due dates
- Develop a plan that includes deadlines & short-term goals



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The mission of the Wharton School Graduate Division Code of Ethics ("Code") is to promote the growth of ethically responsible business managers at the Graduate Division of the Wharton School ("Wharton") through adherence to the highest standards of academic integrity and overall ethical conduct, to develop a sense of individual responsibility on the part of each member of the Wharton community to participate actively in maintaining such standards, to foster an environment of honor and trust within the Wharton community, and to engender respect for the ethical standards of the Wharton graduate. Fulfilling this mission is a collective responsibility of the members of the Wharton community.

- Wharton MBA Code of Ethics, 1989, 2005



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## Ethical behavior beyond the classroom

- Lying on a resume
- Reneging on an offer of employment
- Misuse of funds
- Tampering with the contents of mail folders or lockers
- Misusing proprietary information for personal gain

As a Wharton MBA student **you** are expected to...

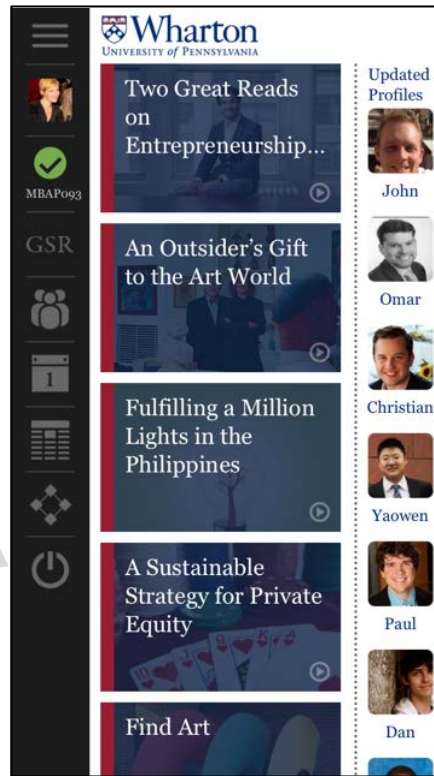
- Represent yourself truthfully
- Use honest methods in all pursuits
- Respect the individual rights and property of others

# WHARTON CONNECT APP



# WHARTON CONNECT APP

- Check in to Classes
- Find Your Classmates in the Wharton Directory
- Reserve Group Study Rooms (GSRs)



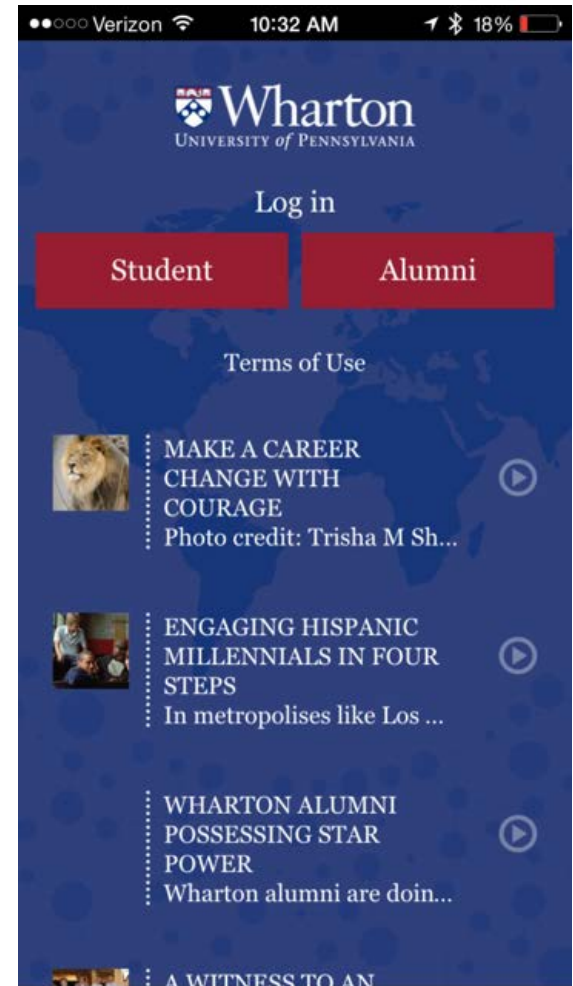
- Log in using your PennKey

Download the “Wharton Connect” App from Apple or Google Play App Stores. For those without compatible mobile devices, use:

[whr.tn/wh-connect](http://whr.tn/wh-connect)

# Checking In to Class Using the Wharton Connect App

- You must be physically present in the classroom to check-in.
- Check-in opens ten minutes before class and closes at the end of class.
- Students checking in late will be considered absent.
- At the end of the day students marked absent will receive an email notification



# CHECK-IN TEST

Wharton UNIVERSITY of PENNSYLVANIA

Updated Profiles:

- Bradley
- Ranganirai
- Jeongyeon
- Hongjuan
- Ekaterina
- Chun-An
- Javier

Articles:

- Two Great Reads on Entrepreneurship and Risk
- An Outsider's Gift to the Art World
- Fulfilling a Million Lights in the Philippines
- A Sustainable Strategy for Private Equity
- Find Art

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Okay!

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# The Attendance App



- “Check in” to select core courses
- GPS data is not collected
- Ethical behavior assumed

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Download the “Wharton Connect” app from Apple or Google Play App Stores or access from another device at [whr.tn/wh-connect](http://whr.tn/wh-connect).

# HOW TO RESPOND TO ABSENCES: STEP 1

https://spike.wharton.upenn.edu/courses/index.cfm?term=2013C&method=my\_courses

Wharton UNIVERSITY of PENNSYLVANIA SPIKE

Home Calendar Courses Community Forums Media Computing MBA Program MBA Career MGMT Bookmarks My Account

## COURSE MATERIALS

### MY COURSES

Fall - 2013 SHOW COURSES

**FNCE611002 (8/26/13 - 12/5/13)**  
CORPORATE FINANCE - ALLEN H

Days Code	Start Time	End Time	Location
TR	10:30 AM	12:00 PM	SHDH 350

No Syllabi Available No Videos Available  
No Seating Chart Available  
Canvas Course Room  
WaGat SURVEY  
WaGat Results

**MGEC611012 (8/26/13 - 10/7/13)**  
MICROECONOMICS FOR MANAG - SEIM K

Days Code	Start Time	End Time	Location
MW	1:30 PM	3:00 PM	SHDH 240

No Syllabi Available No Videos Available  
No Seating Chart Available  
Canvas Course Room  
Absences: 1 [view absences](#)  
The MBA Program Office is requiring attendance in the fixed core. Please contact the [MBA Program](#) with any questions.

**MGEC612010 (10/21/13 - 12/10/13)**  
MICROECON FOR MGR - ADV. - SEIM K

# How to respond to absences: Step 2

The screenshot shows the Wharton SPIKE website interface. At the top left is the Wharton University of Pennsylvania logo. To its right is the 'SPIKE' logo. A search bar is located in the top right corner. Below the logo is a navigation menu with the following items: Home, Calendar, Courses (highlighted), Community, Forums, Media, Computing, MBA Program, MBA Career MGMT, Bookmarks, and My Account. The main content area features the heading 'COURSE MATERIALS' in large, light letters. Below this is a sidebar with links: My Courses, Search Courses, Course Evaluation Data, Departmental Resources, and Course Registration. The main content area has the heading 'SUBMIT REASON FOR CLASS ABSENCE' in red. Below the heading is a paragraph: 'The MBA Program Office is requiring attendance in the fixed core. Please contact the [MBA Program](#) with any questions. The following are the class dates in which you have been marked absent.' Below the paragraph is a table with the following data:

Section ID	Class Date	Excused	Absence Reason
MGEC612012	10/22/2013	No	<a href="#">Submit Absence Reason</a>
OPIM611022	10/28/2013	No	<a href="#">Submit Absence Reason</a>
OPIM611022	11/18/2013	No	<a href="#">Submit Absence Reason</a>

At the bottom left of the page are logos for 'study.net' and 'canvas'.

# HOW TO RESPOND TO ABSENCES: STEP 3

Welcome, [ EMULATE ] [ End Emulation ] [ Logout ] Quick Links Webmail Canvas PENN Portal

Wharton UNIVERSITY of PENNSYLVANIA SPIKE Search

Home Calendar Courses Community Forums Media Computing MBA Program MBA Career MGMT Bookmarks My Account

## COURSE MATERIALS

My Courses  
Search Courses  
Course Evaluation Data  
Departmental Resources  
Course Registration

study.net  
canvas

### SUBMIT REASON FOR ABSENCE

Our records indicate you were marked absent for the following classes on 2013-11-11 00:00:00.0

OPIM611024  
QUALITY AND PRODUCTIVITY: Managing the Productive Core: Quality and Productivity - Reinecke, Nicolas

Days Code	Start Time	End Time	Location
MW	1:30 PM	3:00 PM	JMHH 265

Submit Excused Absence Reason

-

Days Code	Start Time	End Time	Location

Submit Excused Absence Reason

#### Reason for Absence

The absence(s) you selected above are excused due to:

*Note, once you submit an excuse for a class absence you will NOT be able to change it.*

Other  
Personal Illness  
Personal or Family Emergency  
Other

Reason for your excused absence.

Submit Reason

- Click on the drop down menu
  - If you were sick or had a personal emergency, you can just click that option.
  - For all other absences or for erroneous absences, click “Other” and fill in an explanation in the text box below.





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