

Workplace Readiness Skill

Personal Qualities and Abilities

Activity Sheet

Skill 5

Integrity

Acting with integrity is important to success in the workplace. Employers want an employee that they can trust and someone who treats others with respect and fairness.

Description of Integrity

Having integrity means you follow workplace rules, procedures, and policies. A person with integrity is honest, fair, and respectful.

Examples of showing integrity:

- Tell the truth when you broke your sister's phone instead of trying to blame it on someone else.
- Use a work computer for only work-related tasks and not personal use.

Menu of Activities

These activities are designed to help families discuss and practice integrity. Choose one or more activities to complete with your child.

Activity 1: Talk about Integrity

Use the following activity to introduce and discuss integrity.

1. Watch this video [Global Values: Integrity](https://youtu.be/_ums7gbrcPc) (youtu.be/_ums7gbrcPc) with your child.
2. Have each person share what integrity means to them personally.
3. Share examples of when you have acted with integrity or witnessed it in other people.

For example:

During lunch my coworkers were gossiping about another colleague who just got in trouble with the boss. Instead of gossiping with my coworkers, I walked away.

4. Draw four circles, one for home, work, community, and school. Ask your child how they can show or act with integrity in different environments. Have your child put ways they can show integrity in each of the circles.

For example:

- a) Home: I can speak kindly to my sister even when I am mad.
 - b) School: I won't cheat on my test even if it is hard.
 - c) Work: I won't look at my phone because that is the rule even though I know I won't get caught.
 - d) Community: I will pay for everything I take out of a store.
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Activity 2: Role-Playing Integrity

Practice integrity by thinking through scenarios that test integrity.

1. Create scenarios that could happen within the home or workplace.
 - Use the [Writing Your Moral Code worksheet](https://bit.ly/writing-your-moral-code) (bit.ly/writing-your-moral-code) for examples or think of your own.
2. For each scenario, have your child tell you or act out:
 - What they would do.
 - The benefits of reacting that way.
 - The consequences of not acting with integrity.
3. If your child has difficulty thinking about how they would act with integrity in each scenario, develop different scenarios of people acting with and without integrity and ask them to say “Yes” or “No” as to whether or not this person’s behavior represents their integrity.

Activity 3: Movies with Integrity

Watch a movie that shows examples of characters acting with integrity.

1. Pick out a favorite movie or TV show to watch together.
2. Let your child know that you will pause the movie or show throughout to see if a character’s actions were a good example of integrity.
3. Pause the movie or show when someone has or has not acted with integrity.
4. Ask, “Did that character act with integrity?” If not, discuss how they could have acted differently to show integrity.

Reflection

Review the questions with your child and respond together after completing the activities.

- Did this information help your family better understand demonstrating integrity?
- Did you find practicing this skill difficult or easy and why?
- Why is this skill important to use at home and at work?
- How do we continue to practice this skill in the home and in the community?
- What additional information or resources do I need to continue reinforcing this skill?