

**A to Z**  
*of*  
**Ethics**  
**Integrity & Aptitude 2017**

**By Manoj K. Jha**

**45 hrs comprehensive classes to cover GS  
Mains Paper 4**

**Separate Case Study sessions covering 50 Case  
studies**

**Total 4 Tests including 3 Sectional and 1 Mock  
Test**

**Compact study material**

**Fee: Rs. 12,000/- (+ GST)**

**Batch Starts: 10<sup>th</sup> August, 2017**

**Class Timings: 2:00 PM to 5:00 PM**

**(Monday to Thursday)**

## PROGRAMME APPROACH

### Objective of this Programme

Keeping in mind the last four years marks arithmetic in Mains, it is evident that Paper - 4 has distinct place in the whole scheme of marks. The variations in range of marks are very high. Hence, this is a comprehensive programme that covers GS Mains Paper 4, a complete solution to 250 marks in just 45 hrs.

### Duration

Classes will be of 45 hrs. Duration will be from 10<sup>th</sup> August to 6<sup>th</sup> September.

### Study Material

Every class will be supplemented with comprehensive study material based on prescribed syllabus for Ethics, Integrity and Aptitude.

### Test

The programme will include 3 Sectional tests along with detailed discussion & 1 Mock Test to help aspirants in grasping the ethics syllabus in wider manner.

## SYLLABUS COVERED

Question of Ethics paper is often open ended. To address it properly you need to design an extended topic list to address the need of the hidden sub-topics within the Main syllabus provided by the UPSC. In this programme we have tried to do so. It will not only cover the syllabus but other related topics too.

### Unit 1

#### Ethics & Human Interface

- Basic concept of ethics morality and value
- Determinants and consequences of Ethics in human actions
- Dimensions of ethics
- Ethics in public life
- Ethics in economic life
- Nature of morality
- Individual personality and value
- Values and skill
- Freedom and discipline
- Duties and rights
- Holistic view of excellence
- Affluence and poverty
- Egoism
- Utilitarianism
- Deontological ethics
- Virtue ethics

### Unit 2

#### Human Value & Thinkers

- Human value & Socialization
- Democratic values
- Professional values
- Role of ethical value in governance and society
- Significance of value in civil services
- Lessons from the lives and teachings of great leaders, reformers and administrators
- Role of family, Society and educational institutions in inculcating values
- Value crisis in contemporary Indian society
- Aesthetic values
- Values in work life and professional ethics
- Enlightened citizenship & democracy
- Contributions of moral thinkers and philosophers from India and the world

### Unit 3

#### Attitude & Emotional Intelligence

- Attitude: content, structure, function
- Understanding self and personality
- Self-esteem
- Personal goals
- Eternal happiness
- Self regulation and self control
- Positive traits
- Leadership and professionalism
- Virtue and strength of character
- Altruism and pro-social behavior
- Moral and political attitudes
- Social influence
- Persuasion
- Emotional intelligence - concepts, and utilities
- Emotional skills
- Consequences of high and low EQ
- EQ and managing human resources
- EQ and leadership behavior
- Emotional intelligence in administration

**Unit 4****Administrative Ethics  
+ Fundamental values for Civil Service**

- Principle of public life and public standard
- Administrative ethics and responsible administrator
- Foundational values for Civil Service
- People first
- Public Interest and Citizen Centric administration
- Integrity, Impartiality and Non-partisanship
- Dedication to public service
- Empathy, tolerance and compassion towards the weaker-sections,
- Ethical concerns and dilemmas in government and private institutions
- Laws, rules, regulations and conscience as sources of ethical guidance

**Unit 5****Ethical Governance**

- Probity in Governance
- Philosophical basis of governance and probity
- State of public service delivery in India
- Information sharing and transparency in government
- Right to Information
- Citizen's Charters
- Work culture

**Corruption**

- Corruption in India: extent, dimension, and response
- Corruption a social evil
- Probity in public life
- Corrupt practice among civil servants and official misconduct
- Exposing corruption: civil society initiatives
- and role of Whistleblower Act
- Tackling corruption: role of government and institutions of governance
- Controlling corruption: various approaches and efficacy

**Corporate Governance**

- The economic man
- Market and capitalism
- Ethical choices in business
- Corporate governance
- Value in business management
- Corporate Social Responsibility

**Unit 6****Applied Ethics & Miscellaneous Topics**