

## **Organising information**

The paragraphs in the passage below are not presented logically. Reorder the paragraphs to form a coherent passage.

### **Unethical Behaviour**

Most people define unethical behavior as conduct that differs from what they believe is appropriate in the given circumstances. Each of us decides for ourselves what we consider unethical behavior is, both for ourselves and others. It is important to understand what causes people to act in a manner that we decide is unethical.

In addition, a considerable portion of unethical behavior results from selfish behavior, for instance, cheating on tax returns and expense reports, performing below one's competence and cheating on tests. In each case, the person knows that the behavior is inappropriate but chooses to do it anyway because of the personal sacrifice needed to act ethically.

There are two primary reasons why people act unethically: the person's ethical standards are different from those of society as a whole, or the person chooses to act selfishly. In many instances, both reasons exist.

The following example illustrates the difference between ethical standards that differ from that of general society and acting selfishly. Person A finds a briefcase in an airport containing important papers and 5000 USD. He tosses the briefcase away and keeps the money. He brags to his family and friends about his good fortune. Person A's values probably differ from most of society's. Person B faces the same situation but responds differently. He keeps the money but leaves the briefcase in a conspicuous place. It is likely that Person B has violated his own ethical standards, but he decided that the money was too important to pass. He has chosen to act selfishly.

Extreme examples of people whose behavior violates everyone's ethical standards are drug dealers, bank robbers and larcenists. Most people who commit such acts feel no remorse when they are apprehended because their ethical standards differ from those of society as a whole. There are also many far less extreme examples when others violate our ethical values. When people cheat on their tax returns, treat other people with hostility, lie on employment applications, or perform below their competence level as employees, most of us regards that as unethical behavior.