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Professional Behavior

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Q1

I would suggest that Tamika dresses in a smart casual outfit, which is decent enough for her to make a good impression and would make her fit in with her co-workers since it would strike a balance between her decency and fitting in with her co-workers. It is because her appearance on her first day of work at the position is significant. After all, it is her first chance to establish a positive connection with her new partners. She needs her appearance on the first day of work to tell her new associates that she is proficient and ready to play out the work the organization recruited her to perform. Moreover, what she wears on the primary day of work is significant because it impacts how comfortable and confident she looks and feels. The more comfortable and confident she feels, the more probable she would want to zero in on teaching her new job and playing out her best.

A smart casual outfit is essential because it will make Tamika be the same as other employees. Although different organizations have a professional dress code, other employees indicate that they are not limited in their dressing. Gurung (2018) stated that the formality of the workplace dress code is usually resolute by the number and type of association employees have with the clients. Therefore, Tamika should also consider her position and know the type of interaction she will have with clients. For instance, when the workplace environment will require Tamika to regularly interact with customers requiring their counselors to display expertise and integrity, she will need to dress formally. Some of the fields that require the employees to have a formal dress code are banks, law offices and other large organizations. Nonetheless, some organizations have also lessened their dress code allowing employees to have casual attire; this is also an essential point for Tamika to consider.

Q2

Being that Michael is a new employee, I would suggest he avoid indulging or even listening to the gossip. It is because gossipers flourish on attention and will go after open and welcoming ears. Michael's course of action should be occupied and distracted with something like scrolling through his phone so that he is not accessible to tune in. the reason for not participating in the gossip is because it will make him concentrate on the job and not the boss as an individual. Tan et al. (2021) claimed that one should not give visual signs that they are concerned in listening and should look for a way to move out of the situation. However, the same source added that when they are given gossip about their boss, they should not spread it further because they will be taking responsibility for their actions with integrity.

If he is requested to join in the discussion, he should decline. Nonetheless, he can come up with an excuse to leave the table if possible. Likewise, since rumors would lead to erosion of morale and trust in the agency's manager, I would urge Michael to set an example by being a good role model for others, asserting and changing the subject if possible, or walking away from the gossipers. Several strategies can alter the topic; for example, Michael can handle the issue and not an individual. For instance, he can oppose an individual that is gossiping. Kuo et al. (2018) claimed that confronting a gossip will make an employee more proficient as they will focus on the behavior and not the person. Some statements such as "I am worried about the gossiping and I would want it to stop" will make one appear to respond better and more proficiently. Lastly, I would advise Michael to inform his immediate boss because if the gossip grows and gains more followers, it would encourage an unhealthy working environment. Therefore, informing the boss will enable them to provide facts hence stopping the gossip from spreading as well as enhancing the work environment in workplaces.

Q3

I would advise Monica to take heart, seek inherent motivation, and shift her mindset. She should not look to an external source for reasons to love what she does because delight comes from within; thus, she should find her motivation. Motivations play a critical role in reducing work dissatisfaction. One of the methods of enhancing motivation is by setting small and measurable goals. Reizer et al. (2019) argued that setting vibrant and attainable goals offers a real improvement in inspiration every time an individual is occupied keeps themselves on the right track. Also, individuals need to amplify these impacts by celebrating their accomplishments.

Monica needs to find happiness at work because the way she views her circumstances can influence her daily experience. Similarly, by shifting her mindset, she can improve her happiness. However, this does not mean that she should condone unwelcomed behaviors from people but take ownership of her attitude and response to unsatisfactory situations. Staying positive will ensure that Monica evades the undesirable emotions by discussing with their manager. Nevertheless, finding a way of involving optimistic experiences in work enhances their interaction with their job and the patients. A study conducted by DiMaria et al. (2020) asserted that happiness in the workplace increases business productivity by approximately thirty-one percent and a drastic change in prejudice in the positive direction can have an instant effect on the work experience and interaction. As the saying goes, one is the average of five people he or she spends the most time around; Monica should avoid toxic co-workers at all costs and spend time with those who constantly encourage her. However, if she feels that she cannot handle the situation any longer, I would advise her to get on the job hunt and source for another job.

Exercising the skills set learned makes the person effective and improves their experiences; therefore, it also is essential to find a job that will be satisfactory to her.

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PAGE 1

PAGE 2

PAGE 3

PAGE 4

PAGE 5

PAGE 6
