Created by Sarah Rice (rice	@seneb.com) and Bern Irizarry (bern@vlvt.com) - http://www.iaroundtable.org/code4lib,	
	Based on the IA Roundtable work of Stacy Surla, Jeff Pass, Arturo Perez, Jackie Wolfe	

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**Creator:** 

	Date:
	Date.

### Is this an ethical dilemma?

A Design Tool for Information Professionals

ETHICS CANVAS

Circle "Yes" or "No" for each question. A "Yes" to any questions means continue to the next section.

Could you or someone suffer physical harm? Yes / No

Could you or someone suffer serious **emotional injury**? Yes / No

Could this injur your or your organization's **reputation**? Credibility or damage relationships Yes / No

Could this impact achievement of overall goals for you or your organization? Yes / No

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Title:

Provide a brief overview of the situation, no more than 2 or 3 sentences, that outlines the project context and ethical dilemma.

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RRFN		

## What are your goals?

What must be achieved with your project or initiative? Are there underlying beliefs, rumors, past experiences for stakeholders that could impact your efforts or require change management mitigation?

Facts
What do we know about the initiative/solution?

- e.g. Solution needs to collect PII
  e.g. Needs to meet ADA requirements

**Perceptions**What people *appear* to think/believe

- e.g. Sales need to hit its numbers.
- e.g. We are about to be regulated

# Who can be impacted?

List all the groups involved and/or impacted by your solution. Remember, go broad here. You can reassess or group into categories later.( e.g. Community, Stakeholders, Shareholders, Departments)

# What are your values?

Identify what values and guiding principles govern your work. Look to organizational values & mission statements, industry ethics guidelines, personal values or known ethical frameworks. (List 8-10)

# Impacts

How will your work impact others? Use this matrix to pinpoint how each value or ethical principle will impact a specific group or audience. Outline the effect of your product/project/initiative for each group for each value.

## **VALUES & GUIDING PRINCIPLES**

Select values and principles from Section 4. Use these as lenses to evalue how your work (product/program/initiative) could impact each group.

Value:	Value:	Value:

#### IMPACTED INDIVIDUALS OR GROUPS

Select groups, or individuals, from Section 3

Group 1:	Impact(s):	Impact(s):	Impact(s):
Group 2:	Impact(s):	Impact(s):	Impact(s):
Group 3:	Impact(s):	Impact(s):	Impact(s):
Group 4:	Impact(s):	Impact(s):	Impact(s):

## Pull it all together

Synthesize and analyze what was done in Section 6. What are the patterns? Common themes? What was already known? What was a surprise? If needed, write everything on a separate list, then divide into benefits, harms, and areas for more research in this Section.

### + Benefits

What are the positive impacts of this solution?

- List the positive impacts you saw affecting your groups
- What can be done to amplify these results?

#### - Harms

What are the negative impacts of this solution?

- List the negative impacts you saw affecting your groups
- What can be done to mitigate these results?

### Need More Research

What areas do you need to explore further?

- List the areas you identified as needed to explore further to understand
- What kind of experiments might you be able to do in these areas?

## What is your action plan?

Based on the synthesis above, what needs to be done next? Write it all down. Then prioritize. Then do it.