

Dear Professor:

*The Elements of Ethics* is a brief guide to the essential elements of professional ethics. We have fashioned this book after Strunk and White's classic, *The Elements of Style*. Designed for students and professionals in all vocational fields, we have tried to write the definitive, nuts-and-bolts, must-have reference for anyone striving to walk the ethical high road. *The Elements of Ethics* distills the wealth of published material on moral virtue and ethics into the 75 most important applied ethical strategies. Comprehensive in its coverage, the elements are written in pithy prose and are relevant to ethical behavior in any profession.

We have organized the 75 elements of ethics into eleven categories which include matters of integrity, non-maleficence, respect, beneficence, prudence, compassion, justice, self-reliance, fidelity, excellence, and sound judgment. Each element begins with a brief vignette that illustrates excellent ethical practice in action, continues with commentary explaining the element, and concludes with a bulleted list of the key components that could be put into immediate practice.

The book is ideal as a primary text or adjunct casebook for courses on ethics and professionalism in both graduate (professional) and undergraduate programs. The engaging vignettes and readable prose make this an excellent book for launching discussions with students or professionals taking an ethics workshop for continuing education. Additionally, readers are provided “thinking tools” that enable them to engage in sticky ethical decision making. We hope you will explore the *Elements of Ethics* and consider it for your own ethics teaching or training.

If you have any questions or comments regarding the book, please do not hesitate to contact either of us.

Best regards,

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