

Core Values

Civilian Development Resource Center

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Featured Topic: Core Values

What do you think about when reflecting upon your core values? Values are the bedrock underpinning everything we do. It defines who we are, the standards we live by, and the inspiration to always do our best even when no one is watching.

Air Force core values guide the conduct of all Airmen. These three pillars – “Integrity First, Service before self, and Excellence in all we do” become a way of life beginning with the first day on the job. Your dedication to the mission and to each other is essential to keeping the Air Force strong!

The [AF e-Learning](#) collection provides numerous courses, books, videos, and other **no-cost** learning opportunities available on demand to respect your time. This newsletter features assets related to the topic of core values. We hope you will take a few minutes out of your busy day to learn more about doing what is right, honoring shared values, and activating your greatness.

AF e-Learning resources are self-paced and provided without cost to all Air Force members and civilian employees to enhance their skills. These great resources developed by the private sector can help deliver knowledge transferable to the Air Force workplace regardless of one's experience level or career field.

The [Civilian Development Resource Center](#) or “CDRC” is an excellent asset to assist with your professional development. The site was developed with a civilian focus. Military members, who are developed via a separate process, are also most welcome to use! Whether you are a military or civilian member, a supervisor, an individual leader, journeyman employee, or new hire, learning options are available for you!

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Note: Access to AF e-Learning courses, books, and other tools are limited to Air Force members and civilians.



*Looking for specific subject matter?
Click [here](#) to access Topical Learning Programs
Available on the Civilian Development Resource Center
For Your Continuous Learning!*

Note: For best results, open your browser to the Air Force Portal page before clicking on the links contained in this newsletter.

Courses of the Month

The AF e-Learning collection contains thousands of no-cost online courses. Many courses are 1 hour in duration. Three courses are featured below for illustrations purposes. Courses may also be accessed on the [AF e-Learning Site](#) landing page via the “Search&Learn” search window.

Course: [Ethical Decision-making in the Workplace](#)

(pd_18_a03_bs_enus) 1 hour

Skillbrief: [Ethical Decision-making Strategies](#)

Job-Aid: [Ethical Obstacle Strategy Guide](#)

“How do you go about making the best ethical decision possible?...Do you have the tools necessary to ethically lead you in your work practices?...This course aids you in identifying ethical problems, helps you avoid the obstacles that may tempt you to act improperly, and gives you the tools necessary to guide you toward the right decisions.”

Course: [Developing a Code of Ethical Conduct](#)

(pd_18_a02_bs_enus) 1 hour

Skillbrief: [Common Ethical Problems](#)

Job-Aid: [Foundational Values of Ethical Standards](#)

“Become a better employee by understanding that honoring shared values and beliefs will gain you a reputation for being responsible, fair, honest, and respectful...This course explains common values, offers a process for developing your own ethical code of conduct, and presents several scenarios in which you get to exercise your ethical muscles.”

Course: [The Voice of Leadership: Inspirational Leadership](#)

(lead_13_a01_bs_enus) 1 hour

Skillbrief: [Successful Leadership](#)

Job-Aid: [Attributes of Inner Greatness](#)

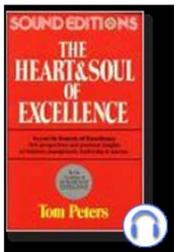
“...People are inspired when they trust their leaders and can move toward common goals...This course examines what people look for in an inspiring leader...Finally, it explores how to activate your inner greatness to become an extraordinary leader.”

Attention pre-supervisory Civilians GS/WS 5-12!

- Are you thinking of becoming a supervisor? Interesting in pursuing leadership development? Check out the Air Force Emerging Leader Course!
- Three remaining class offerings are being offered! Register today!
<https://auportal.maxwell.af.mil/auportal/> (Air University account creation required)
- Click [here](#) for details!

Books (24x7) of the Month

The Books24x7 Platform provides access to a vast professional library enabling users to search, browse, read and collaborate with other users. Three books are featured below for illustration purposes. New Books 24x7 Users, click [here](#) to take the Tour! To access the Books 24x7 collection and conduct your own book searches, click on the "Books 24x7" link located on the left navigation of the [AF e-Learning Site](#) landing page.



[The Heart and Soul of Excellence \(An Audio Book\)](#)

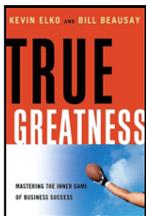
By: Tom Peters

ISBN: 9780739341759

(61 Minutes), via online at Books 24x7

Books 24x7 can be accessed through the [AF e-Learning Site](#)

"This audio edition explores listening to customers, noting symbols, circulating, motivating others, and striving for top-notch quality and service. Read by the author."



[True Greatness: Mastering the Inner Game of Business Success](#)

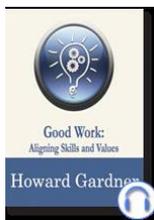
By: Kevin Elko and Bill Beausay

ISBN: 9780814413012

(224 Pages), via online at Books 24x7

Books 24x7 can be accessed through the [AF e-Learning Site](#)

"Filled with inspiring examples from sports and business, this revelatory book points the way to a life lived more deeply and filled with joy, passion, success, excitement, and peace."



[Good Work: Aligning Skills and Values \(An Audio Book\)](#)

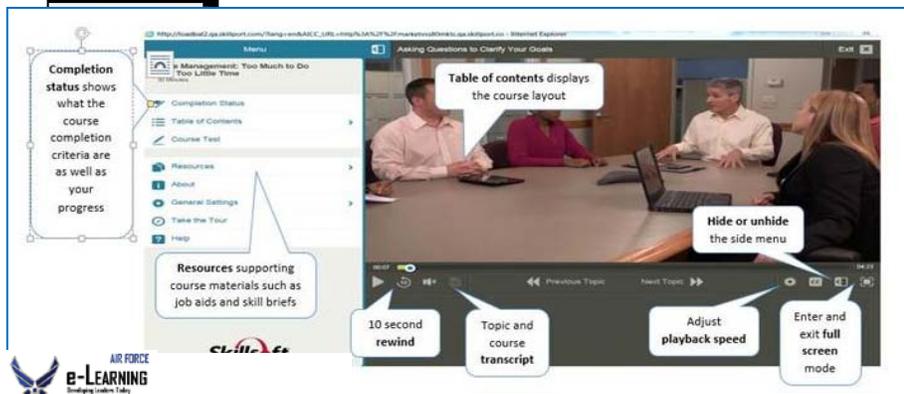
By: Daniel Goleman and Howard Gardner ISBN: 9781934441060

(58 Minutes), via online at Books 24x7

Books 24x7 can be accessed through the [AF e-Learning Site](#)

"This audio edition will help us turn our ideals into reality, and connect who we are with what we do. Read by the author."

Tools You Can Use:



AF e-Learning's New Course Experience has Arrived!

- New user interface delivers enhanced learning experience!
- New features now available for the majority of AF e-learning courses!
- Want to learn more? Click [here](#) to take the tour!

Related AF e-Learning Resources

Video-based tools from the collection are offered for additional learning which focus on scenarios to dramatize core elements. Three videos are featured below for illustration purposes:

50Lessons Video: "...leadership video content that helps organizations around the world develop their employees by leveraging the power of story-based lessons..."

Business Impact Series: "Media-rich dramatizations of frequently encountered business problems. Use these to pick up on best practices and things to avoid in various business scenarios."

Challenge Series: "Media-rich case studies focused on content analysis, problem solving, and decision making. Each challenge presents learners with a specific objective or goal, along with related discovery material and multiple potential solutions..."



50Lessons Video:

[Business Ethics is About a Bunch of Small Decisions](#) (featuring Heather Loisel)

"Like a stone thrown in a pond, the effects of our actions may lead further than we realize...Heather Loisel recounts an example of a small action with extensive consequences..."

Expected Duration: 4 Minutes
ID: 38853

Business Impact Series video:

[Do You Share Your Organization's Values?](#)

"...How do you overcome feelings of value misalignment or conflict, and do so without affecting your work or your professional relationships? This Impact Series product explores ways of identifying and addressing areas of personal and organizational value conflict."

Expected Duration: 6 Minutes
ID: _pc_bi_pabi006



Challenge Series Video:

[The Fruits of Integrity: Building Trust at Work](#)

"How do you develop and maintain trust in the workplace? This Challenge Series exercise explores the ways that you can demonstrate integrity and build trust with those you work with..."

Expected Duration: 15 Minutes
ID: _pc_ch_pach012

