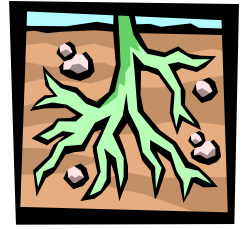




The 7 Habits of Highly Effective Teens

Sean Covey <http://www.7habits4teens.com/>



“The Principle of Sowing & Reaping

Sow a **thought**, and you reap an **act**;
Sow an **act**, and you reap a **habit**;
Sow a **habit**, and you reap a **character**;
Sow a **character**, and you reap a **destiny**.

Samuel Smiles

THE Private VICTORY – Inside First

Habit 1 **BE PROACTIVE**

I am the force.

Take responsibility for your life.

Being proactive is more than taking initiative. It is accepting responsibility for our own behavior (past, present, and future) and making choices based on principles and values rather than on moods or circumstances. Proactive people are agents of change and choose not to be victims, to be reactive, or to blame others. They take an Inside-Outside Approach to creating changes.

Habit 2 **BEGIN WITH THE END IN MIND**

Control your own destiny or Someone Else Will

Define your mission and goals in life.

All things are created twice – first mentally, second physically. Individuals, families, teams, and organizations shape their own future by creating a mental vision and purpose for any project. They don't just live day to day without a clear purpose in mind. They mentally identify and commit themselves to the principles, values, relationships, and purposes that matter most to them.

Habit 3 **PUT FIRST THINGS FIRST**

Will and Won't Power

Prioritize, and do the most important things first.

Putting first things first is the second or physical creation. It is organizing and executing around mental creation (your purpose, vision, values, and most important priorities.) The main thing is to keep the main thing the main thing.

THE Public VICTORY – Outside Second

Habit 4 **THINK WIN-WIN**

The Stuff That Life Is Made Of

Have an everyone-can-win attitude.

Thinking win-win is a frame of mind and heart that seeks mutual benefit and is based on mutual respect in all interactions. It's not about thinking selfishly (win-lose) or like a martyr (lose-win). In our work and family life, members think interdependently -- in terms of “we,” not “me.” Thinking win-win encourages conflict resolution and helps individuals seek mutually beneficial solutions. It's sharing information, power, recognition, and rewards.

Habit 5 **SEEK FIRST TO UNDERSTAND, THEN TO BE UNDERSTOOD**

You Have Two Ears and one Mouth

Listen to people sincerely

When we listen with the intent to understand others, rather than with the intent to reply, we begin true communication and relationship building. Seeking to understand takes kindness; seeking to be understood takes courage. Effectiveness lies in balancing the two.

Habit 6 **SYNERGIZE**

The “High” Way

Work together to achieve more

Synergy is about producing a third alternative – not my way, not your way, but a third way that is better than either of us would have come up with individually. Synergistic teams and families thrive on individual strengths. They go for creative cooperation.

Habit 7 **SHARPEN THE SAW**

It's “Me Time”

Renew yourself regularly

Sharpening the saw is about constantly renewing ourselves in the four basic areas of life: physical, social/emotional, mental, and spiritual. It's the habit that increases our capacity to live all the other habits of effectiveness.