

# The 7 Habits of Highly Effective People 4.0



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## Challenge

Consider the price an organization pays when only half the people show initiative, fewer than half feel they can be candid about tough issues, and only a third possess individual work goals, plan their time, or contemplate how to improve their performance. Let's face it. Individual strengths and personal effort drive effective organizations. Unfortunately, with common distractions, conflicting priorities, unclear objectives, poor communication, and lack of trust, it's easy to burn out and lose focus.

## Solution

Based on the proven principles found in Dr. Stephen R. Covey's best-selling business book, ***The 7 Habits of Highly Effective People Signature Edition 4.0***; is training that helps your organization achieve sustained superior results by focusing on making individuals and leaders more effective. Participants gain hands-on experience, applying timeless principles that yield greater productivity, improved communication, strengthened relationships, increased influence, and laser-like focus on critical priorities. The course also includes over 30 award-winning videos. By attending an exciting three-day program based on the Dr. Covey's powerful book, the 7 Habits program is a dynamic training experience that will increase both personal and professional effectiveness. This course will help you define yourself and unleash your inner potential. The results include: increased leadership skills, improved relationships of trust, and achievement of work/life balance. During this workshop, you'll experience interactive exercises, case studies, and poignant video segments, and learn from the experiences of other participants.

## About the Course

In *The 7 Habits of Highly Effective People Signature Edition 4.0*, participants learn how to:

- Take initiative
- Balance key priorities
- Improve interpersonal communication
- Leverage creative collaboration
- Apply principles for achieving a balanced life
- Learn and use processes and tools to live and apply the 7 Habits
- Improve focus, communication, and balance for yourself and organization
- Develop professional relationships for productive collaboration
- The importance of responsibility, accountability, and commitment
- Increase productivity by staying focused on the right things
- Reduce conflict by understanding exactly what you can influence

## What you Receive

- The 7 Habits Assessment\* is personal and/or 360° assessment helps you gauge your effectiveness from your own viewpoint and from the viewpoints of others.
- Participant Guidebook\* that is a 182-page manual is beautifully designed with examples and exercises that continue to enhance the learning process after the workshop is over.
- 7-week Contract\* that focuses on daily activities instead of weekly activities.
- Living the 7 Habits Mobile App\* developed to support ongoing learning and implementation of the 7 Habits. Features include reminders to help live the 7 Habits, habit, practice and skill cards, mission statement builder, 7 X 7 Contract, a 7 Habits community, Big Rocks Planning and more.
- Reference, Practice & Skills Cards\* that focuses on practicing and apply materials.
- Experiential training featuring over 30 **award winning videos**.

**Pre-work required:** The 7 Habits Assessment-A questionnaire to help you consider your own effectiveness and give you the opportunity to see the viewpoints of others. This question assessment is an opportunity to assess yourself and to gather feedback from your manager, direct reports and peers who work closely enough with you to accurately assess your individual effectiveness.

## What your colleagues are saying about the course:

- Everyone struggles from time to time and feels overwhelmed. This course can make a positive difference - even if you only take away a tiny fraction of what was presented. You can always take it again and continue making positive changes with new take-aways.
- **Content:** The content of 7 Habits is some of the best, no, the best overall for a "business" training class I have seen. The clarity and organization of the concepts, the links and transitions hang together tightly in a framework that is exceedingly useful, unlike other trainings of this type. **Production Values:** The books, cards and practice materials are beautifully produced, contributing to the synergy with the content. **Impact:** It all adds up to "I'll use it."
- Great Techniques, tools to achieve success. Brought some understanding in areas I need to work on. Have already recommended to another.
- This course was a big surprise. Life and work aren't compartmentalized, rather it takes an approach where the human being is considered in a thoughtful and sensitive way. This type of exploration and the tools one receives are clearly invaluable to finding effective solutions to life's many challenges. I would recommend this course to peers, partners as well as my own children if I could.
- This workshop can help improve both your personal and professional life. If you follow the 7 Habits you would become a better partner and co-worker. It will help improve confidence and self-satisfaction.
- The content is pertinent, applicable and well-organized.
- I have already recommended the class to several individuals and will continue to do so as it is very eye-opening to see the differences and know there are tried and true ways of dealing with all those differences and issues. Having clear goals and planning techniques in line to work more toward your own goals and "big rocks" is extremely helpful.
- Slick, but more importantly, extremely effective packaging and presentation. Very impressive (convincing) videos, beautiful graphic design and collateral material that perfectly serves the purpose. Best of the many such self-improvement events I have attended over the years. Would buy from again!! A+A+
- I will walk away with a set of goals I can use today to improve my personal and professional life.
- The combination of books, cards, videos, apps, power point, group activities helped me to learn and desire to implement the 7 Habits in my daily life.
- Thought the material was applicable. The presenter, Michael, was very knowledgeable. The content actually re-energized me as the space I was in was low.
- This was great "stuff" about everyday life and how you can improve it. Top of the list. - Circle of influence - The 4 quadrants - Plan every day ahead. - Ways of listening. Create and live by your mission statement.
- Powerful information for anyone in both professional and personal life
- I had a few A-HA moments and the acquired knowledge will help and guide me at work and in my life. I am not claiming to have full knowledge or that I remember everything, but I will certainly use the book and the materials provided. Thank You!
- He is an excellent instructor: passionate, good listener; patient, funny, engaging, good at explaining.
- The instructor ensured that the information was covered and met individual needs.
- I came away with some real tools for improving my life (Home and Work).
- Great facilitation. Great Content. Excellent materials. Smart focus on "next steps".
- It had a lot of good ideas that can be incorporated into work and life situations.
- This was a good program and I'm glad I have the kit and the book to reference. I'm excited about signing up for the other programs to dive deeper into some of the habits.

## What's different in version 4.0?

Did you already "take" the 7 Habits here at Cornell? If so, you probably took version 3.0, which was released in 2006. Version 4.0 was released in February 2014, on the 25 anniversary of the first publishing of the book, *The 7 Habits of Highly Effective People*. The focus of this new edition is to help people "live" the 7 Habits. The new version features:

- Focus is on skill development and application of the 7 Habits ("live" the 7 Habits vs. "take" the 7 Habits)
- 34 new and revised videos (including skill based videos!)
- All new participant guide
- New 7x7 contract, designed to help you live the 7 Habits, and make them part of your life
- New "Habit Cards" - quick reference cards that summarize the key elements of each habit
- New "Practice Cards" - designed to help you practice the concepts and principles of the 7 Habits, thus increasing the likelihood you'll *live* the 7 Habits.
- New "Skill Cards"
- New "Weekly Big Rock Cards" for your weekly planning
- New "Talking Stick" - it's an actual talking stick, not a totem pole!
- Finally, there is a new mobile app for [Apple](#) and [Android](#), that has an electronic versions of many of the materials listed above.
- [Click here](#) to see Sean Covey explain the enhancements in the new edition

## Schedule and Pricing

[Click here to go to CU Learn to check next course date](#)

The price for this course is \$550.

## How to Register

Just follow these steps:

1. Hold down the CTRL key on your keyboard and [click this link](#) to open the registration page in a new tab/window (allowing you to come back to this tab/window for the rest of the instructions). You may need to login with your NetId and password.
2. Click the green "Enroll" button for the course you want to take. If multiple courses are listed, be sure to look at the date for the course you want!
3. When prompted, please put in your account number to be billed for the course tuition, then click "Save"
4. Click "Close"

[Click here to Register now](#)



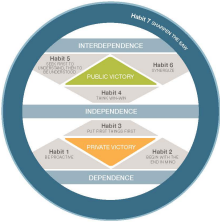
Renowned as the world's premier personal leadership development offering, the new *7 Habits of Highly Effective People Signature Edition 4.0* aligns timeless principles of effectiveness with modern technology and practices.

No matter how competent a person is they will not have sustained and lasting success, unless they are able to effectively lead themselves, influence, engage and collaborate with others and continuously improve and renew their capabilities. These elements are at the heart of personal, team and organizational effectiveness.

*The 7 Habits of Highly Effective People® Signature Edition 4.0* is the proven personal leadership operating system. It develops leadership effectiveness at three levels:

**1. INDIVIDUAL**

- Develop increased maturity, greater productivity, and the ability to manage one's self.
- Execute critical priorities with laser-like focus and careful planning.



**2. TEAM**

- Increase team engagement, morale, and collaboration.
- Improve communication skills and strengthen relationships.

**3. ORGANIZATIONAL**


- Create a framework for developing core values and creating a highly effective culture.
- Develop current and high-potential leaders that model both competence and character.

This solution can be delivered live in a public program or traditional classroom, or in a live online webinar.

**70%**

OF TODAY'S TOP PERFORMERS  
LACK CRITICAL  
ATTRIBUTES  
ESSENTIAL FOR THEIR SUCCESS  
IN FUTURE ROLES.

—FranklinCovey Study



**FranklinCovey**  
THE ULTIMATE COMPETITIVE ADVANTAGE

## THE 7 HABITS OBJECTIVES

HABIT	PARTICIPANTS WILL:
HABIT 1: BE PROACTIVE®	• Focus and act on what they can control and influence, instead of what you can't.
HABIT 2: BEGIN WITH THE END IN MIND®	• Define clear measures of success and a plan to achieve them.
HABIT 3: PUT FIRST THINGS FIRST®	• Prioritize and achieve their most important goals, instead of constantly reacting to urgencies.
HABIT 4: THINK WIN-WIN®	• Collaborate more effectively by building high-trust relationships.
HABIT 5: SEEK FIRST TO UNDERSTAND THEN TO BE UNDERSTOOD®	• Influence others by developing a deep understanding of their needs and perspectives.
HABIT 6: SYNERGIZE®	• Develop innovative solutions that leverage diversity and satisfy all key stakeholders.
HABIT 7: SHARPEN THE SAW®	• Increase motivation, energy, and work/life balance by making time for renewing activities.

## THE 7 HABITS PROCESS

*The 7 Habits of Highly Effective People Signature Edition 4.0* helps participants not only learn, but use processes and tools to live and apply the 7 Habits.



## PARTICIPANT KIT

- Participant Guide
- New 7x7 Contract
- Habit Cards
- Practice Cards
- Skill Cards
- Weekly Big Rocks Cards
- Talking Stick
- *Living the 7 Habits* App



For more information about FranklinCovey's *The 7 Habits of Highly Effective People Signature Edition 4.0*, contact your client partner or call 1-888-705-1776.

Questions? Contact Michael Swenson, at 255-7260 / [mjs252@cornell.edu](mailto:mjs252@cornell.edu)  
To register, goto: <https://confluence.cornell.edu/display/fctrng/enrollment>



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Brochure,  
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brochure.](#)

7 HABITS	
Practical Application of the 7 Habits	
Three-Day Course	
DAY	TOPIC
DAY 1	<ul style="list-style-type: none"> <li>• Habit 1: Be Proactive</li> <li>• Habit 2: Begin with the End in Mind</li> <li>• Habit 3: Put First Things First</li> </ul>
DAY 2	<ul style="list-style-type: none"> <li>• Habit 4: Think Win-Win</li> <li>• Habit 5: Win-Win Solutions</li> <li>• Habit 6: Synergize</li> <li>• Habit 7: Sharpen the Saw</li> </ul>
DAY 3	<ul style="list-style-type: none"> <li>• Habit 1: Be Proactive</li> <li>• Habit 2: Begin with the End in Mind</li> <li>• Habit 3: Put First Things First</li> <li>• Habit 4: Think Win-Win</li> <li>• Habit 5: Win-Win Solutions</li> <li>• Habit 6: Synergize</li> <li>• Habit 7: Sharpen the Saw</li> </ul>

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Three-Day Course	
DAY	TOPIC
DAY 1	<ul style="list-style-type: none"> <li>• Habit 1: Be Proactive</li> <li>• Habit 2: Begin with the End in Mind</li> <li>• Habit 3: Put First Things First</li> </ul>
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[Click here to download agenda.](#)