

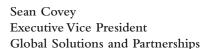
# THE 7 HABITS FOR MANAGERS WARM UP

#### Welcome to The 7 Habits for Managers!

Thank you for signing up to attend *The 7 Habits for Managers* Program. You'll soon be enjoying one of the most transformational leadership experiences you'll ever have. By investing yourself in this program, you'll learn to live by the 7 essential habits that highly effective managers share.

There are many people in management roles who struggle with an inner hunger, a deep need to make a contribution, to motivate great performance from their teams, and to get superb results. *The 7 Habits for Managers* provides you the "mountaintop insights" that will enable you and your team to reach the summit of what you can achieve together.

I wish you the very best as you embark on the journey.



### How to Get the Most Out of The 7 Habits for Managers

Like a warm-up before a workout, this warm-up will only take about 10-15 minutes and will make a huge difference in the value you get out of the program.

To complete your warm-up, please do these things:

- 1. Read "The Promise" section on page 2
- 2. Answer the Preparation Questions on page 3

Please bring these warm-up pages with you to the course.



# Read "The Promise"

Take a few moments to note which of these promises interests you the most. You might mark the ones you really want to achieve.

THE HABIT	THE PROMISE
Habit 1: Be Proactive	<ul> <li>You'll find out how to use your own resourcefulness and initiative to break through the barriers to superb results.</li> <li>You'll discover the "hidden resources" all effective managers call upon.</li> </ul>
Habit 2: Begin with the End in Mind	<ul> <li>You'll define the great contribution you are capable of making in your manager role.</li> <li>Your every action as a manager will be highly purposeful.</li> </ul>
Habit 3: Put First Things First	<ul> <li>You'll be less crisis-driven and more in control of your key priorities.</li> <li>You'll execute your most important goals with excellence.</li> </ul>
Habit 4: Think Win-Win	<ul> <li>You'll develop a team that's highly motivated to perform superbly.</li> <li>You'll build a team that trusts you and is trustworthy in turn.</li> </ul>
Habit 5: Seek First to Understand, Then to Be Understood	<ul> <li>You'll learn how to diagnose problems accurately and quickly.</li> <li>You'll give honest and accurate feedback that builds relationships and gets results.</li> </ul>
Habit 6: Synergize	<ul> <li>You'll be able to deal more productively with conflict.</li> <li>You'll be able to find strikingly creative solutions to problems and opportunities.</li> </ul>
Habit 7: Sharpen the Saw	<ul> <li>You'll unleash the great potential of each team member.</li> <li>You'll continuously improve the performance of your team.</li> </ul>



# **Answer the Preparation Questions**

With those promises in mind, think about these questions and write your answers below. Please bring this page with you to the program.

1. What specific challenges do I face in my role as a manager that excite me the most (e.g., initiatives, projects, goals, relationships I'm working on)?

2. Which specific challenges are most frustrating to me?

3. What long-term contribution would I really like to make in my current role as a manager?

4. What are the current goals of my team? How will I know we have succeeded in accomplishing those goals?



5.	Where could my team specifically improve its performance?
6.	Who on my team needs to be listened to? Who needs to get some constructive feedback from me?
7.	What are the two or three most important challenges specifically facing my organization right now?