



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.

Sean Covey
Executive Vice President
Global Solutions and Partnerships

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: <i>Be Proactive</i>	<ul style="list-style-type: none"> You’ll find out how to use your own resourcefulness and initiative to break through the barriers to superb results. You’ll discover the “hidden resources” all effective managers call upon.
Habit 2: <i>Begin with the End in Mind</i>	<ul style="list-style-type: none"> You’ll define the great contribution you are capable of making in your manager role. Your every action as a manager will be highly purposeful.
Habit 3: <i>Put First Things First</i>	<ul style="list-style-type: none"> You’ll be less crisis-driven and more in control of your key priorities. You’ll execute your most important goals with excellence.
Habit 4: <i>Think Win-Win</i>	<ul style="list-style-type: none"> You’ll develop a team that’s highly motivated to perform superbly. You’ll build a team that trusts you and is trustworthy in turn.
Habit 5: <i>Seek First to Understand, Then to Be Understood</i>	<ul style="list-style-type: none"> You’ll learn how to diagnose problems accurately and quickly. You’ll give honest and accurate feedback that builds relationships and gets results.
Habit 6: <i>Synergize</i>	<ul style="list-style-type: none"> You’ll be able to deal more productively with conflict. You’ll be able to find strikingly creative solutions to problems and opportunities.
Habit 7: <i>Sharpen the Saw</i>	<ul style="list-style-type: none"> You’ll unleash the great potential of each team member. You’ll continuously improve the performance of your team.

