

# THE 7 HABITS of Highly Effective People®

FOUNDATIONS

## Improve Effectiveness Throughout Your Workforce

Your organization's success depends on strong individual performance at all levels, including your non-managerial, administrative, and staff-level employees. Great performance requires a common set of values, behaviors, and skills that align individual capabilities to your organization's strategy.

Help all of your employees tap into their best with the new *7 Habits Foundations*, the one-day introduction to *The 7 Habits of Highly Effective People®: Signature Edition 4.0* content.\* Available live and live online, the *7 Habits Foundations* program introduces foundational principles, paradigms and practices of the 7 Habits, and is particularly suitable for frontline associates.

Participants learn the timeless principles of human effectiveness that propel them toward greater maturity and performance. They learn that true success comes from the inside-out:

### Private Victory®

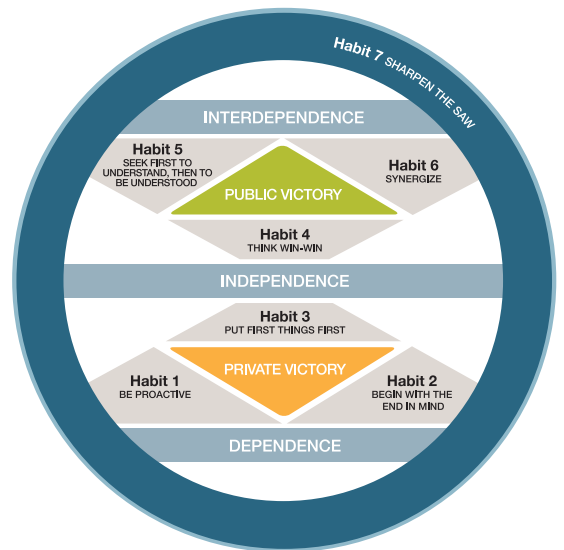
- First, participants build a foundation of character by focusing on leading and managing themselves—achieving the Private Victory. They accept full responsibility for their choices, moods, actions, and outcomes. They set goals that align their own unique mission and purpose to their team and organization, and learn how to execute those goals by staying focused on what is most important, not just most urgent.

### Public Victory®

- Second, they achieve the Public Victory by learning how to work well with others effectively—to have lasting influence and impact. They learn the mindset of mutual abundance in every encounter, how to effectively communicate with others by listening and advocating with empathy and respect, and how to synergistically solve problems with better solutions than they have previously thought possible.
- Third, they learn how to renew and invest in themselves.

As employees move from dependence to independence to interdependence, they are able to experience first-hand the rewards of greater self-discipline and superb cooperation and collaboration.

\*The new *7 Habits Foundations* replaces *The 7 Habits of Highly Effective People: Introductory Work Session for Associates*.



In FranklinCovey's *The 7 Habits of Highly Effective People: Foundations*, participants learn to:

- Assume full accountability for the results.
- Identify what matters most in their work and personal lives.
- Prioritize and achieve their most important goals, instead of constantly reacting to urgencies.
- Collaborate more effectively by building relationships of trust and mutual benefit.
- Effectively communicate in all aspects of their lives, including the digital world.
- Approach problems and opportunities with creative collaboration.
- Integrate continuous improvement and learning.

“The 7 Habits represent a proven process of personal and interpersonal growth that can have both immediate and lasting impact.”

– Stephen R. Covey

### Participant Kit:

- *7 Habits Foundations* Participant Guidebook
- Big Rocks tools
- 7 Habits Summary Cards
- 21-Day Contract
- *Living the 7 Habits™* App

