

Do Nows based on “7 Habits of Highly Effective Teens”

Great for Journals and Advisories, discussions, literary connections

Best if done sequentially.

Overview:

7 Habits is based on researching the last 200 years of writings about principles and values. Covey broke it down to reveal that the first 150 years of writings were about public processes and how a person was expected to present him/herself, while the last 50 years have focused on individual processes. His point, and what sets 7 Habits apart, is analyzing these foci and combining them. He recommends we get our private persona together, and then we are ready to work on our collaborative, public interactions. These 7 Habits are particularly significant when viewed against the backdrop of our present “turn around” situation, and could be seen as a way to empower ourselves and our students.

The Nutshell:

“We experience PRIVATE VICTORY when we learn self-mastery and self-discipline. We reap PUBLIC VICTORY when we build deep, lasting, highly effective relationships with other people.”

The 7 Habits:

Habit 1: Be Proactive® *Take responsibility for your life.*

Habit 2: Begin with the End in Mind® *Define your mission and goals in life.*

Habit 3: Put First Things First® *Prioritize and do the most important things first.*

Habit 4: Think Win-Win® *Have an "everyone-can-win" attitude.*

Habit 5: Seek First to Understand, Then to Be Understood® *Listen to people sincerely.*

Habit 6: Synergize® *Work together to achieve more.*

Habit 7: Sharpen the Saw® *Renew yourself regularly.*

The following Do Nows help to get some thinking started with each of the habits. Have students get a notebook or Composition book to do these as a Journaling process so that the work is connected and students get more of a sense of building knowledge and connections between the habits.

There are a total of 47 Do Nows. These could very well take a year to do. Connections to these habits can revolve around

- Bullying Prevention
- Job Skills
- College readiness
- Family life
- Personal Goals
- Social Emotional skills

habit 1 - be proactive

1. Define: What is a habit ?
2. Habit #1. Be Proactive : Write about the difference between these two “habits.”
 - a. I am a product of my circumstances
 - b. I am a product of my choices
3. Complain about something that is going or has gone all wrong
 - a. Turn it around and reflect about how it can turn into a good thing.
4. In Kwanzaa, Kujichagulia means “Self-Determination” How would you describe what self-determination means as a personal principle? If you have it, how do you know? If you’re not sure, how can you get some?

habit 2 - begin with the end in mind

5. List 6 roles you have in life (i.e. student, brother or sister, son or daughter, etc.)

Role	Role Model or Mentor	Goals or Visions for this Role
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6. What is a Principle. To find out what your principles are, envision your 80th Birthday Party. Imagine your family and friends are celebrating your life. What will they say about you? When they think of you and your life, which statements, images and memories come up in their minds? What do you want them to think, imagine, and remember? It is precisely *these* statements, images, and memories which should be your principles. You should live toward these principles everyday. All of these principles combined make up your mission statement.

8. I am at my best when.....

9. I am at my worst when.....

10.What do I really love to do?

11.My natural talents and gifts are.....

12.If I had unlimited time and resources, what would I choose to do?

13. I want to be a person who.....

14.What do I consider to be my most important future contributions to others?

14. Are there things I feel I really should do, even though I may have dismissed such thoughts many times? What are they?

15. Write your Personal Mission Statement

"To ... [what you want to achieve, do or become] ... so that ... [reasons why it is important]. I will do this by ... [specific behaviors or actions you can use to get there]."

"I value ...[choose one to three principles]... because ...[reasons why these values are important to you]. Accordingly, I will ...[what you can do to live by these values]."

"To develop and cultivate the qualities of ...[[two to three values/character traits](#)]... that I admire in ...[an influential person in your life]... so that ...[why you want to develop these qualities]."

"To live each day with ...[choose one to three values or principles]... so that ...[what living by these values will give you]. I will do this by ...[specific behaviors you will use to live by these values]."

"To appreciate and enjoy ...[things you want to appreciate and enjoy more] by ...[what you can do to appreciate/enjoy these things]."

"To treasure above all else ...[most important things to you] by ...[what you can do to live your priorities]."

"To be known by ...[an important person/group]... as someone who is ...[qualities you want to have]...;

habit 3 - put first things first®

15. Some things are URGENT. Some things are IMPORTANT. Make a list of things you need to do. Figure out which is which (U or I). Remake your list focusing on your principles and what is most IMPORTANT.

16. How do you keep track of what is important? (i.e. AVID, assignment book, the way your back pack is organized.)

habit 4 - think win-win®

17. Free write or make a list of 10 examples of: Integrity: sticking with your true feelings, values, and commitments

18. Free write or make a list of 10 examples of: Maturity: expressing your ideas and feelings with courage and consideration for the ideas and feelings of others

19. Free write or make a list of 10 examples of; Abundance Mentality: believing there is plenty for everyone

20. Write about: solving a problem or hearing about someone who solved a problem where both sides felt like equals instead of a winner and a loser.

habit 5 - seek first to understand and then to be understood

21. Respond: what about listening? What training have you had that enables you to listen so you really, deeply understand another human being?

22. Write about: most people listen with the intent to reply, not to understand.
23. Has someone ever fully listened to you with out judging or telling you what to do? Describe. OR imagine what it would be like to be genuinely listened to and understood. What would happen? How would it be different from most interactions?

habit 6 - synergize®

24. Do you truly value the mental, emotional, and psychological differences among people? Or do you wish everyone would just agree with you so you could all get along?
25. Write about: The lowest level of communication coming out of low trust situations is characterized by defensiveness, protectiveness, and legalistic language which covers all the bases and spells out qualifiers and escape clauses in the event things go sour.
26. Write about; You don't have to take insults personally.
27. Write about; You can sidestep negative energy.
28. Write about; You can look for the good in others.
29. Write about; You can express ideas, feelings, and experiences in a way that will encourage others to be open also.
30. Write about; Differences should be seen as strengths, not weaknesses.

Habit 7: Sharpen the Saw

31. Sharpen the Saw keeps you fresh so you can continue to practice the other six habits. Write about what you do that is beneficial on a physical level.
32. Write about what you do that is beneficial on a social and emotional level.
33. Write about what you do that is beneficial on a mental level.
34. Write about what you do that is beneficial on a spiritual level.
35. Surveys indicate that the television is on in most homes thirty- five to forty hours per week. How much time in your life is spent on the four dimensions of sharpening the saw or watching TV? What would happen if you shifted your time to what is genuinely important to you?

Responding to Quotes:

36. Respond to ; "A long, healthy, and happy life is the result of making contributions, of having meaningful projects that are personally exciting and contribute to and bless the lives of others." Hans Selye
37. When we can no longer change a situation, we are challenged to change ourselves. Viktor Frankl
38. There are only two ways to live your life; One is as though nothing is a miracle. The other is as though everything is a miracle. Albert Einstein
39. To the world, you may be just one person: but to one person, you may be the world. Josephine Billings
40. Down deep in every human heart is a hidden longing, impulse, and ambition to do something fine and enduring.
1. Grenville Kleiser
41. Real happinessis not obtained through self-gratification, but through fidelity to a worthy purpose. Helen Keller
42. No one can go back and make a brand-new start, my friend: but anyone can start from here and make a brand-new end.
Dan Zadra
43. Things which matter most must never be at the mercy of things which matter least. Johann Goethe
44. Who you are speaks so loudly I can't hear what you're saying.
Ralph Waldo Emerson
45. Listen, or your tongue will make you deaf.
1. Native American Proverb
46. Your life is a result of our own decisions—not your conditions.
1. Stephen Covey
47. It's not what people do to us that hurts us, it is our chosen response to what they do that hurts us. Stephen Covey

Free online stress assessment;

http://www.franklincovey.com/fc/library_and_resources/stress_assessment

Free online Mission statement builder

http://www.franklincovey.com/fc/library_and_resources/mission_statement_builder

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Everyone needs recognition for his accomplishments but few people make the need known quite as clearly as the little boy who said to his father: "Let's play darts. I'll throw and you say 'Wonderful!'"

— Arthur Lenehan

Mark Twain's *Adventures of Huckleberry Finn* published.