



Habit #1: Be Proactive

You're in charge.

Habit #2: Begin With the End in Mind

Have a plan.

Habit #3: Put First Things First

Work first, then play.

Habit #4: Think Win-Win

Everyone can win.

Habit #5: Seek First to Understand, Then to Be Understood

Listen before you talk.

Habit #6: Synergize

Together is better.

Habit #7: Sharpen the Saw

Finding balance feels the best.