



THE 7 HABITS of Highly Effective Families®



PURPOSE AND STRATEGY





Purpose and Origins

Thank you for your interest in *The 7 Habits of Highly Effective Families*. Everyone has the potential to make a significant impact with their own family, but also with other families. We offer participants a chance to look inside. To learn principles of human effectiveness that can lift and change people, and ultimately strengthen their own family.

The 7 Habits of Highly Effective Families sessions are designed to enable families to:

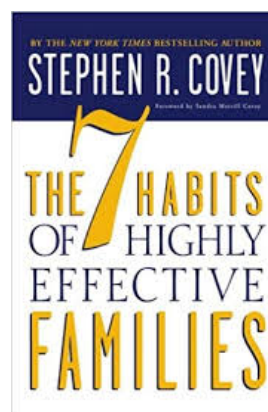
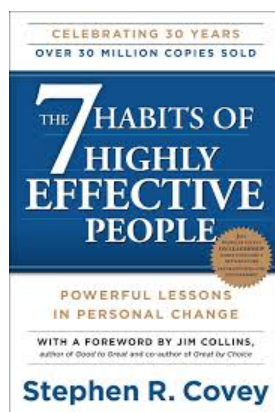
1. *Clarify* their family's purposes and priorities.
2. *Create* a practical plan for achieving their family's desired outcomes.
3. *Discover* timeless principles and habits of effectiveness that will guide their daily efforts.

The 7 Habits of Highly Effective Families Origins

In 1989, Dr. Stephen R. Covey released his classic book, *The 7 Habits of Highly Effective People*. It has since sold over 40 million copies and is still being taught in organizations of all types and all across the globe.

With time it became clear that some of the most natural and life-changing applications for the 7 Habits are found in the family. In fact, wherever Dr. Covey went, he was asked questions such as, "How do I apply the 7 Habits with my teenager?" or "How can I use the habits to improve my marriage?" In response, Dr. Covey authored *The 7 Habits of Highly Effective Families*, with the input of his equally inspiring wife, Sandra.

These sessions are fortunate to draw wisdom from these two bestselling offerings:



Family is the most important organization in the world. –Dr. Stephen R. Covey

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Preparing to Participate

Change from the Inside-Out

Many people try to create change by changing other people. In contrast, these sessions encourage an inside-out approach, which means to start with self before trying to influence others.

How the inside-out approach applies to a participant is found in the words: Learn it. Live it. Give it. First you *learn* about *The 7 Habits of Highly Effective Families*. Then you *live* the *7 Habits*. And, finally, you *give* the *7 Habits* to others. The more you learn and live the habits personally, the greater their influence will be when it comes time to Give it.

1. **Learn It: Study the resources.** Become familiar with all resources, commit to attending all sessions and participating will help us all learn from your experiences.
2. **Live It: Model the habits.** As you *live* and model the 7 Habits personally and with your family, success stories will emerge that you can share throughout the sessions.
3. **Give It: Teach-to-learn with your family and friends.** One of the best ways to *learn* the 7 Habits is to *give*--or teach--them to members of your family, or a friend. Where better to get started than in your family? Who can you teach? When, where, and how will you do it?

During the Workshop

Foster Hope and Celebrate Strengths

We are sensitive and positive. Some participants arrive with tender feelings. It is common, for example, for participants to arrive feeling that they are “failing”. We try to turn that around and do our best to capture and celebrate what is going well.

Similarly, some participants may arrive feeling they are doing great with their families, and then hear all the workshop suggestions we provide or learn what other participants are doing in their families, and leave feeling overwhelmed. Again, we do all we can to ensure participants leave the sessions feeling stronger and more confident than before they arrived—full of hope.





UPs Six Best Practices for Working with Families

Working with families is a unique opportunity because families themselves are unique. People often *behave* very differently in a family setting than they do at the “office” or any other public setting. They also *feel* or *say* things in their family that are different from anything they feel or say anywhere else.

Due to the importance participants place on their families and the sensitive nature of their challenges, extra respect for participants and the highest professional facilitation standards are followed, WE:

1. **Allow participants to define their family.** Families come in all shapes and sizes. UP does not define a family, a marriage, or a parent. We encourage participants to define their own families and respect their views.
2. **Speak to a variety of family types.** When sharing or describing family situations, we use examples that represent a variety of family types. We also use a variety of inclusive words such as partner, spouse, co-parent, guardian, relative, caregiver, or friend, so that a broader definition of family takes shape.
3. **Avoid sensitive viewpoints and topics.** We do not share personal beliefs, political views, or controversial family topics. If asked about such topics, we say something such as: “UP does not promote personal, political, or religious views.” Similarly, if a participant tries to press views onto other participants, we find a respectful way to return the discussion to the sessions content and agenda.
4. **Resist playing the role of family counselor.** This workshop explores “basic” family situations. If a participant tries to solve more complex or emotional challenges, we recommend that the participant visit with a professional of his or her choice. We do not try to solve their challenges.
5. **Emphasize principles over practices.** Principles of human effectiveness are timeless and universal. They apply to families across the globe. In contrast, practices, or the “how-to” steps, will differ from family to family and culture to culture. We focus on teaching principles and empower participants to choose how they will put the principles into practice in their family.
6. **Respect the worth and needs of children.** We affirm the worth of all family members, especially children. As we ask questions and lead discussions, we do not belittle the worth of children or their basic needs. Saying things (even in a joking way) like, “Teenagers are a nightmare,” perpetuates negative attitudes, whereas, “I love helping teens see their worth and potential” generates positive thoughts.

In summary, UP facilitates in a respectful manner, where participants engage more, feel more valued, and are more likely to apply the principles in their families.

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UPs Facilitation Approaches

We Adhere to Professional Instructional Approaches:

1. **Facilitate, don't lecture.** In years past, the world of teaching was dominated by lecture methods. Modern methods have shifted to more interactive, experiential, or facilitative approaches —we are a “guide on the side.”
2. **Stay on level with participants.** Our role is to create a comfortable, equitable, and inspirational experience. This happens as we:
 - Affirm participants and their comments.
 - Use language like “We” instead of “I” or “Let’s” rather than “I want you to.”
 - Are a part of the journey. We let participants know we are learning from them and from each other.
3. **Get people moving and mixing.** Adult participants are not accustomed to sitting and listening all day. We get them up, moving, and mixing with each other. We avoid the trap of doing the same groups or pairs.
4. **Ask questions rather than give answers.** We allow participants to discover their own answers and make their own connections. When someone asks a question, we ask, “Does anyone have thoughts on that?” or “Who would like to build upon what [name] said?” We expand upon or clarify only as needed.
5. **Offer teach-to-learn opportunities.** When participants know they will be given the chance to teach or re-teach portions of the content, they work harder to understand the content, recall it more accurately, and are more likely to apply it.
6. **Do not compromise safety or ethical standards.**
 - Respect all people and cultures.
 - UP does not discriminate toward individuals for any purpose, and expects all certified facilitators to model that same respect.
7. **Learn from each other.** Laugh, learn, apologize (if needed), and move on without pointing out any weaknesses or minor flaws. We are all human, refer to #2.

Build Rapport and Understanding

Preparing prior to the sessions allows us to welcome participants as they arrive. Learn their names and something about them. The sooner they feel comfortable and respected, the sooner they engage in the content.

We never give participants the impression that their families need “fixing” or that we are the expert who can “fix” them. Even great families are off course at times, and that’s okay, we all struggle – yes, including us. The important thing is that we all keep trying and progressing.

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Sessions Learning and Implementation Cycle

The 7 Habits of Highly Effective Families contain a total of 48 hours of content

Family Basics

- Highly Effective Families
- Habits of Effectiveness
- How to Change a Habit
- Principle-Centered Living

Habit 1: Be Proactive®

- Pause, Think, and Choose
- Focus on the Circle of Influence

Habit 2: Begin With the End in Mind®

- Plan with Purpose
- Live by a Family Mission Statement

Habit 3: Put First Things First®

- Focus on What Matters Most

Habit 4: Think Win-Win®

- Build the Emotional Bank Account
- Consider Other People's Wins...and Your Own

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

- Listen with Empathy
- Respectfully Seek to be Understood

Habit 6: Synergize®

- Celebrate the Differences
- Seek the 3rd Alternative

Habit 7: Sharpen the Saw®

- Win the Daily Private Victory
- Balance Life as a Family

Putting the Habits to Work

- Three Approaches to Applying the 7 Habits

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A sample outline for the sessions might flow something like the following:

TOPIC/HABIT	Sessions
Family Basics	1 & 2
Habit 1: Be Proactive	3 & 4
Habit 2: Begin with the End in Mind	5 & 6
Habit 3: Put First Things First	7 & 8
Habit 4: Think Win-Win	8 & 9
Habit 5: Seek First to Understand, Then to Be Understood (Can divide into two parts.)	10 & 11
Habit 6: Synergize	12 & 13
Habit 7: Sharpen the Saw	13 & 14
Putting the 7 Habits to Work	15 & 16
Total	16 Sessions

We follow our Coaching – Learning and Implementation Cycle that adapts to the participants understanding and application of the concepts.

1. Select Accountability Partners.
2. Meet at a consistent, designated time.
3. Follow a consistent, focused agenda.
4. Adjust as necessary.
5. Celebrate milestones.





Putting the 7 Habits to Work – *Our End in Mind*

MODULES	OBJECTIVES
Three Approaches to Applying the 7 Habits: • Focus on the One Important Thing • Solve a Challenge Using the 7 Habits • Create a Family Flight Plan	Learn three practical ways to apply the 7 Habits to improving their personal and family effectiveness, and choose one to create an action plan.

Family Basics

MODULES	OBJECTIVES
Welcome	Recognize the importance of families, and learn each other's strengths.
Highly Effective Families	Identify common purposes and challenges of families, and define what is an "Effective Family."
Habits of Effectiveness	Overview the 7 Habits, and learn what makes up a "Family Culture."
How to Change a Habit	Describe how to create change using the See-Do-Get Cycle, and understand the power of paradigms.
Principle-Centered Living	Learn the central role that principles of effectiveness play in people's lives.

Habit 1: Be Proactive

MODULES	OBJECTIVES
Pause, Think, and Choose	Define proactivity and reactivity, and introduce the 4 Human Gifts.
Focus on the Circle of Influence	Identify the inside-out approach to change; change starts within.





Habit 2: Begin With the End in Mind

MODULES	OBJECTIVES
Plan With a Purpose	Start the process of identifying their personal and family values.
Live By a Family Mission Statement	Begin a draft of a family mission statement.

Habit 3: Put First Things First

MODULES	OBJECTIVES
Focus on What Matters Most • One-on-One Time • Regular Family Meals • Weekly Family Time	Learn three systems that will help them keep a focus on their highest family priorities. • One-on-One Ideas • Improve Family Meal Time Ideas • Family Meal Conversation Starters • Family Time Ideas Tradition Ideas

Habit 4: Think Win-Win

MODULES	OBJECTIVES
Build Emotional Banks Accounts	Learn how to build family relationships by making deposits, not withdrawals.
Consider Other's Wins...and Your Own	Balance the <i>courage</i> to stand up for their own wins with <i>consideration</i> for others' wins.





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

MODULES	OBJECTIVES
Listen With Empathy	Develop skills for listening empathically, and understand the importance that intent plays.
Respectfully Seek to Be Understood	Develop skills for giving constructive feedback and expressing worth and potential to family members.

Habit 6: Synergize

MODULES	OBJECTIVES
Celebrate the Differences	Learn to minimize weaknesses in family relationships and optimize strengths.
Seek the 3rd Alternative	Discover that synergy is not doing things “my way” or “your way” but “our way,” or the higher way.

Habit 7: Sharpen the Saw

MODULES	OBJECTIVES
Win the Daily Private Victory	Identify action steps for them to continuously improve in four areas: physical, mental, social, and spiritual.
Balance Life as a Family	Identify four ways their families can work together to live balanced lives in four areas: physical, mental, social, and spiritual.



EVALUATION FORM

Organization: Camp Hope

WORK SESSION INFORMATION

Work Session Date(s):

April 10 - 11

Presenter Name(s):

Yvonne Dupont

- ☐ The 4 Disciplines of Execution™
- ☐ The 4 Essential Roles of Leadership™
- ☐ The 5 Choices to Extraordinary Productivity™
- ☐ The 6 Critical Practices for Leading a Team™
- ☐ The 7 Habits for Managers™
- ☐ The 7 Habits of Highly Effective People®: Foundations
- ☐ The 7 Habits of Highly Effective People®: Signature Edition 4.0
- ☐ Championing Diversity™
- ☐ Helping Clients Succeed®: Closing the Sale®
- ☐ Helping Clients Succeed®: Filling Your Pipeline®

- ☐ Helping Clients Succeed®: Qualifying Opportunities®
- ☐ Helping Clients Succeed®: Leading Breakthrough Sales Performance
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- ☐ Speed of Trust® Foundations
- ☐ Strikingly Different
- ☐ Writing Advantage™
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- ☐ The Leader in Me®: Launching Leadership
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- ☐ The Leader in Me®: Aligning Academics
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- ☐ The Leader in Me®: Onsite Coaching
- ☐ The Leader in Me®: Community Coaching
- ☐ Other franchises 76

Did this work session meet your expectations?

How likely is it that you would recommend this solution to a friend or colleague?

What is the primary reason for your response?

LOW HIGH
1 2 3 4 5 6 7 8 9 10

I like that me and my husband took the course together. I also like the calendar cause it makes you remember the things you learned. I never felt like we couldn't do better. I felt like our family could do better.

How likely is it that you would recommend this presenter to others?

What is the primary reason for your response?

1 2 3 4 5 6 7 8 9 10

She included everyone with lots of activities and reminders for future use as well!

EVALUATION FORM

Organization:

Camp Hope (Steff)

WORK SESSION INFORMATION

Work Session Date(s):

April 18-11

Presenter Name(s):

James DePaul

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|--|--|--|
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| ☐ The 5 Choices to Extraordinary Productivity* | ☐ Leadership Foundations | ☐ Writing Advantage* |
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| ☐ The 7 Habits of Highly Effective People®: Signature Edition 4.0 | ☐ Leading Customer Loyalty* | ☐ The Leader in Me®: Lighthouse 1: Building the Plan |
| ☐ Championing Diversity™ | ☐ Meeting Advantage™ | ☐ The Leader in Me®: Aligning Academics |
| ☐ Helping Clients Succeed*: Closing the Sale* | ☐ Presentation Advantage* | ☐ The Leader in Me®: Lighthouse 2: Achieving Momentum |
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| | | ☐ The Leader in Me®: Community Coaching |
| | | ☐ Other |

Did this work session meet your expectations?

LOW HIGH

1 2 3 4 5 6 7 8 9 10

How likely is it that you would recommend this solution to a friend or colleague?

1 2 3 4 5 6 7 8 9 10

What is the primary reason for your response?

This is a great course for any family I'd like to learn to facilitate this course.

How likely is it that you would recommend this presenter to others?

1 2 3 4 5 6 7 8 9 10

What is the primary reason for your response?

I would like to learn to facilitate as good as you're. All families can love this course.

EVALUATION FORM

Organization: Camp Hope

WORK SESSION INFORMATION

Work Session Date(s): April 10-11

Presenter Name(s): Yvonne Depaul

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|--|--|--|
| ☐ The 4 Disciplines of Execution™ | ☐ Helping Clients Succeed™: Qualifying Opportunities* | ☐ Speed of Trust™ Foundations |
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| | | ☐ The Leader in Me™: Community Coaching |
| | | ☐ Other <u>Family 7H</u> |

Did this work session meet your expectations?

How likely is it that you would recommend this solution to a friend or colleague?

What is the primary reason for your response?

LOW HIGH
1 2 3 4 5 6 7 8 9 10
1 2 3 4 5 6 7 8 9 10

I liked the course a lot! I like group work.

How likely is it that you would recommend this presenter to others?

What is the primary reason for your response?

1 2 3 4 5 6 7 8 9 10

My family can definitely use this info! I liked how quickly the days went by - interesting.

EVALUATION FORM

Organization: *Camp Hope*

WORK SESSION INFORMATION

Work Session Date(s): *April 10-11*

Presenter Name(s): *Frankie Sigal*

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|---|--|--|
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| | | ☐ The Leader in Me*: Community Coaching |
| | | ☐ Other |

Did this work session meet your expectations?

How likely is it that you would recommend this solution to a friend or colleague?

What is the primary reason for your response?

LOW HIGH
1 2 3 4 5 6 7 8 9 10
1 2 3 4 5 6 7 8 9 10

I really didn't expect this course to be great & it was really great. I know as parents we can do better if we use the 7 Habits. I'm kinda excited to see how I do with my kids.

How likely is it that you would recommend this presenter to others?

What is the primary reason for your response?

1 2 3 4 5 6 7 8 9 10

She is a good presenter. Really knows her stuff.

EVALUATION FORM

Organization: Camp Arpa

WORK SESSION INFORMATION

Work Session Date(s): April 7-12

Presenter Name(s): James Ogil

- ☐ The 4 Disciplines of Execution™
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- ☐ The Leader in Me®: Onsite Coaching
- ☐ The Leader in Me®: Community Coaching
- ☐ Other Facilitator 7H

Did this work session meet your expectations?

How likely is it that you would recommend this solution to a friend or colleague?

What is the primary reason for your response?

LOW HIGH
 1 2 3 4 5 6 7 8 9 10
 1 2 3 4 5 6 7 8 9 10

I never sat out down. I felt like I could do better with my wife + kids

How likely is it that you would recommend this presenter to others?

What is the primary reason for your response?

1 2 3 4 5 6 7 8 9 10

He was really good Super funny + nice to everyone

EVALUATION FORM

Organization: Camp Hope Montreal Lake

WORK SESSION INFORMATION

Work Session Date(s): April 10-11
 Presenter Name(s): Yvonne Depeel

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|--|--|--|
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| | | ☐ The Leader in Me® Community Coaching |
| | | ☐ Other <u>TH for Successful Families.</u> |

Did this work session meet your expectations?

How likely is it that you would recommend this solution to a friend or colleague?

What is the primary reason for your response?

LOW HIGH
 1 2 3 4 5 6 7 8 9 10
 1 2 3 4 5 6 7 8 9 10

I wish I had this course when I first got pregnant. Even though I didn't I know it is going to help me be a better mom.

How likely is it that you would recommend this presenter to others?

What is the primary reason for your response?

1 2 3 4 5 6 7 8 9 10

She made us think about the future with our families. Also how a vision is so important. She is funny and nice to everyone.

EVALUATION FORM

Organization:

Camp Hope ML

WORK SESSION INFORMATION

Work Session Date(s):

April 10 - 11

Presenter Name(s):

Jeanne Depul

- | | | |
|---|--|--|
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| ☐ The 7 Habits of Highly Effective People* Signature Edition 4.0 | ☐ Leading Customer Loyalty* | ☐ The Leader in Me*: Lighthouse 1: Building the Plan |
| ☐ Championing Diversity** | ☐ Meeting Advantage** | ☐ The Leader in Me*: Aligning Academics |
| ☐ Helping Clients Succeed*: Closing the Sale* | ☐ Presentation Advantage* | ☐ The Leader in Me*: Lighthouse 2: Achieving Momentum |
| ☐ Helping Clients Succeed*: Filling Your Pipeline* | ☐ Project Management Essentials for the Unofficial Project Manager* | ☐ The Leader in Me*: Onsite Coaching |
| | | ☐ The Leader in Me*: Community Coaching |
| | | ☐ Other Families |

Did this work session meet your expectations?

LOW HIGH

1 2 3 4 5 6 7 8 9 10

How likely is it that you would recommend this solution to a friend or colleague?

1 2 3 4 5 6 7 8 9 10

What is the primary reason for your response?

It made me know my family isn't perfect but no family is. It has given me ideas for a more successful family. I want to do better for my kids.

How likely is it that you would recommend this presenter to others?

1 2 3 4 5 6 7 8 9 10

What is the primary reason for your response?

She made as all full life we had value and we weren't stupid. Our families suffer because of addictions in the past. I'm determined to do better.

EVALUATION FORM

Organization

Comp top - ML

WORK SESSION INFORMATION

Work Session Date(s)

Prepared by: Naresh

June Dupel

- [illegible]

Did this work session meet your expectations?



How likely is it that you would recommend this solution to a friend or colleague?

4 0 2 1 8 9 0 2 4

What is the primary reason for your response?

I didn't know all this before. It makes me think more about my family & how to become successful.

How likely is it that you would recommend this presenter to others?

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨ ⑩

What is the primary reason for your response?

I like The family Mission
Statement. I liked The flight
plan as well!