

# The 7 Habits

**SHARPEN THE SAW**

Balance Feels Best

**SYNERGIZE**

Together Is Better

**SEEK FIRST TO UNDERSTAND,  
THEN TO BE UNDERSTOOD**

Listen Before You Talk

**THINK WIN-WIN**

Everyone Can Win

**PUT FIRST THINGS FIRST**

Work First, Then Play

**BEGIN WITH THE END IN MIND**

Have a Plan

**BE PROACTIVE**

You're in Charge