

# **7 Habits of Highly Effective People: Habit 1**

Monday Call, May 21, 2007

**Status of Serum: Updates this week from PUP**

**Incentive: 4 more weeks...**

Habit 1: Be Proactive

“I know of no more encouraging fact than the unquestionable ability of man to elevate his life by conscious endeavor.” Henry David Thoreau

## 1. Self-awareness is uniquely human

We can sit back and look at ourselves; evaluate and learn from our own experiences as well as others, and through this make and break our own habits.

We can even examine the way we see ourself, the most fundamental paradigm of effectiveness.

Until we take how we see ourselves and others, we will be unable to understand how others see and feel about themselves and the world.

So, are your paradigms reality or principle- based, or are they a function of conditioning and conditions?

“Our paradigms, correct or incorrect, are the sources of our attitudes and behaviors and ultimately our relationships with others.”

Stephen Covey

## 2. Three social maps-3 theories of determinism widely accepted to explain the nature of man.

1) Genetic determinism...your DNA is responsible

i.e. Your temper came from your Irish grandfather

2) Psychic determination...your parents did it to you. Your upbringing, your childhood experience, essentially laid out your character.

i.e. You are afraid to make a mistake because you remember when you were vulnerable and young, the emotional scripting and punishment.

3) Environmental determination...your boss your spouse your angry teenager is doing it to you. Someone or something is doing it to you.

All 3 maps are based on a STIMULUS/RESPONSE theory.

Discuss the Viktor Frankl story.

***Between stimulus and response, man has the freedom to choose.***

We have Self-awareness, imagination, conscience, and independent will. An animal responds by instinct and can be programmed. We as humans can take responsibility and direct our actions and responses. To the extent we develop these and take the time to choose between stimulus and response, we take ourselves beyond the animal stage and can then fulfill our uniquely human potential.

### 3. Proactive versus Reactive

a. Proactive means more than taking action; it means taking responsibility for our lives.

Response-ability...you're able to choose your response.

Proactive people recognize responsibility...they do not blame circumstances, conditions, or conditioning for their behavior. Their behavior is a result of their own conscious choice, based on values, rather than a product of their conditioning, based on feelings.

b. Reactive means we have, by choice, allowed our lives to be a function of conditioning, and conditions...by conscious decision or default we have chosen to empower those things to control us.

c. Act or be acted upon: everyone has proactive muscles, it is just a matter if they are mature. Some die without exercising them. We need to hold people capable of operating at a proactive level.

c. Mechanisms of distinguishing:

1) Language is totally different

<u>Proactive</u>	<u>Reactive</u>
Let's look at alternatives.	There is nothing I can do.
I can choose a diff. approach.	That is just the way I am.
I control my own feelings.	He makes me so mad.
I can create anything.	They won't allow that.
I choose an adequate response.	I have to do that.
I choose.	I can't.
I prefer.	I must.
I will.	If only....

2) Response to stimuli:

Proactive: able to subordinate an impulse to a value, driven by those values...carefully thought about, selected and internalized.

Reactive: driven by feelings, by circumstances by

conditions...they build their emotional lives around the behavior of others empowering the weaknesses of others to control them.

### 3) Love

Proactive: Love is a verb; we sacrifice, contribute, listen, empathize, affirm, etc. Love is a value that is actualized. Love, the feeling, can be recaptured.

Reactive: Love is a feeling “I just don’t love her anymore.” They abdicate their responsibility for their actions, and allow their feelings to be in control.

### 4) Circle of Influence versus Circle of Concern

Circle of Concern is a circle containing all our range of concerns—our health, our children, problems at work, the national debt, nuclear war, the Iraq crisis, public school system, Health care crisis, etc.

Circle of Influence is a subset of those areas of concern over which we have some control and can do something about.

Proactive: focus their efforts in the Circle of Influence...they work on things they can do something about. Their energy is positive, magnifying, causing their Circle of Influence to increase.

Reactive: focus on their Circle of Concern. They focus on weaknesses of other people, problems over which they have no control. Their energy is negative, blaming, victimization, and tends to cause their Circle of Influence to shrink.

### 5) Approach to Problems:

All problems fall in one of three areas: direct control, indirect control, no control. Give examples..

Proactive: the first step to solving any of these problems is always found in their Circle of Influence. Examples:

Reactive: look at others as the source of the problems and thus, are all in the Circle of Concern. Example of denigrating boss.

### 6) Correcting the problem:

Proactive: inside-out approach...to change form the inside out; to be different and by being different, effect positive change in what is out there. Example: marriage.

Reactive: outside-in approach...what’s out there has to change before we can change. Example: “If only...”

## 5. Exercises

a) At the heart of our Circle of Influence is our ability to make and keep commitments and promises. So, for anyone anxious to grow, we need to keep our commitments to ourselves and to others, which is the essence and clearest manifestation of our proactivity.

The power to make and keep commitments to ourselves is the essence of developing the basic habits of effectiveness...knowledge, skill and desire which are all within our control.

b) For a full day listen to your language and the language of those around you. How often do you hear reactive language...”I have to..If only...I can’t...?”

Awareness of your language and then how should you talk?

c) Test the principle of proactivity for 30 days. Make small commitments and keep them. Be a model not a critic. Be part of the solution and not the problem.

Be responsible for your own effectiveness, happiness, results.

Check the change in your Circle of Influence.

d) Take a problem at work or in your life. Which is it? Direct control, indirect, or no control? Now what “Step 1” can you take from your Circle of Influence?

Biblical Leadership Principles of Steven Covey's  
 "The 7 Habits of Highly Effective People"

By: Dale Baird

<b>Covey's Principles</b>		<b>Biblical Leadership Application</b>
A.	Interdependence is a higher value than independence	
B.	The Character Ethic teaches that there are basic principles of effective living, and that people can only experience true success and enduring happiness as they learn and integrate these principles into their basic character.	Proverbs 4:23 Hebrews 13:8 Luke 12:1-3
C.	We need to understand our own paradigm (i.e. the way we see the world in terms of perception, understanding and interpreting). Paradigms are powerful because they create the lens through which we see the world.	Mark 4:35-41
D.	Each of us has two primary maps: Maps of the way things are (i.e. our sense of reality) and the map of the way things should be (i.e. our values). We interpret everything we experience (Our attitudes and behaviors) through these mental maps.	Ephesians 2:10 Jeremiah 29:11 Ephesians 5:8-17
E.	A paradigm shift, sometimes referred to as the "Aha" experience, is when we interpret our experience in a different manner (from a different perspective).	2 Corinthians 3:18 Philippians 1:6 Romans 8:29
G.	There are three basic assets in any organization: physical, financial, and human.	Philippians 3:3
H.	<b>Habit #1: Be Proactive</b> (Principles of Personal Vision). <i>"I know of no more encouraging fact that the unquestionable ability of man to elevate his life by conscious endeavor."</i> Henry David Thoreau <ul style="list-style-type: none"> <li>a. The social Mirror</li> <li>b. Genetic, Physic &amp; Environmental Determinism</li> <li>c. Responsible-Ability</li> <li>d. Taking the Initiative</li> <li>e. Reactive v. Proactive Language</li> <li>f. Circle of Concern v Circle of Influence</li> <li>g. Commitments</li> </ul>	Philippians 4:6,7 Matthews 25:14, 15 Ecclesiastes 5:3 1 Samuel 16:7 Colossians 3:23, 24 Matthew 5:8