



APPLYING THE 7 HABITS® TO YOUR PMO

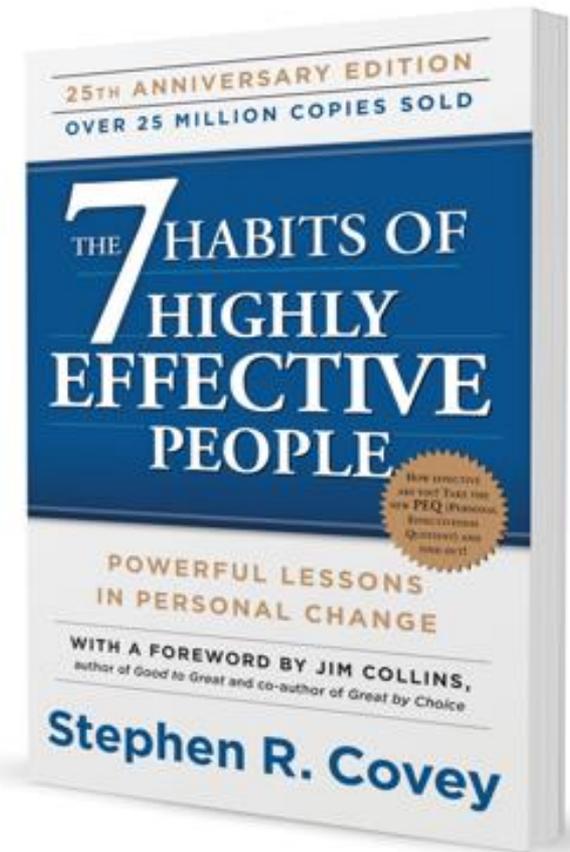
Professional Leadership Development Meetup – January 13, 2017



Agenda

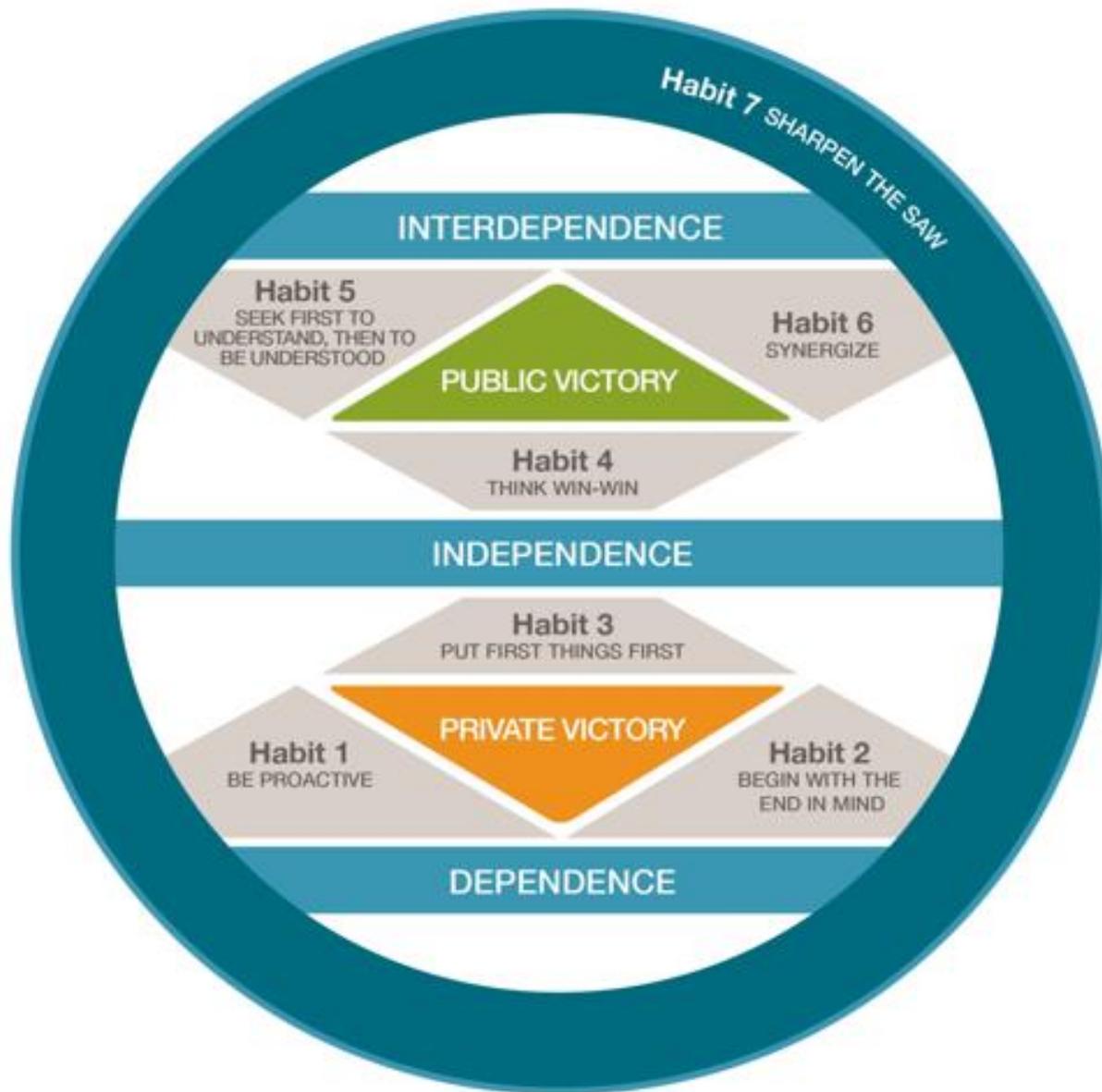


- Introduction
- Applying the 7 Habits®
 - Habit 1: Be Proactive®
 - Habit 2: Begin with the End in Mind®
 - Habit 3: Put First Things First®
 - Habit 4: Think Win-Win®
 - Habit 5: Seek First to Understand, Then to be Understood®
 - Habit 6: Synergize®
 - Habit 7: Sharpen the Saw®
- Wrap-Up & Challenge

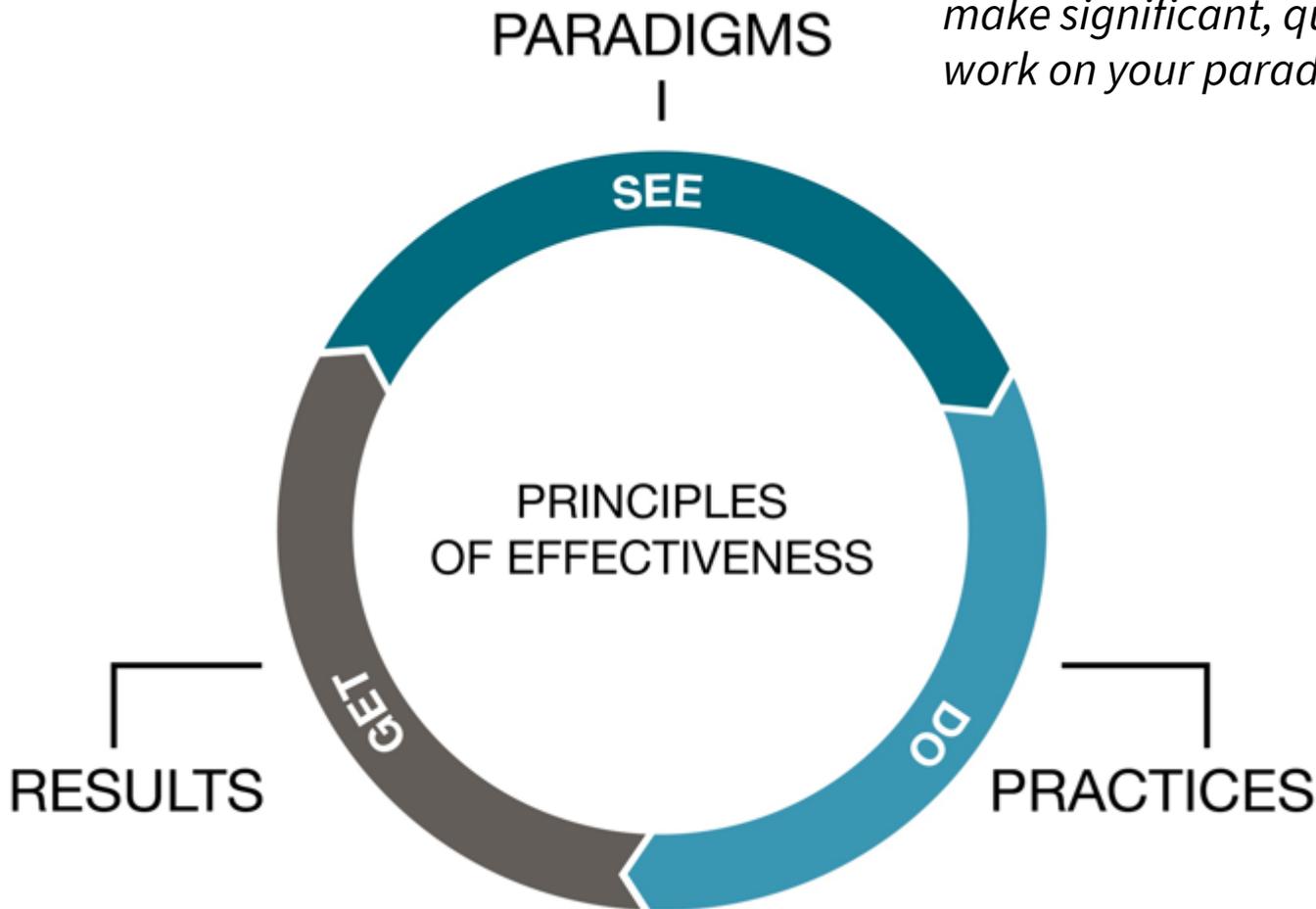


The essence of effectiveness is that you get the results you want today in such a way that you can get even better results in the future.

© FranklinCovey



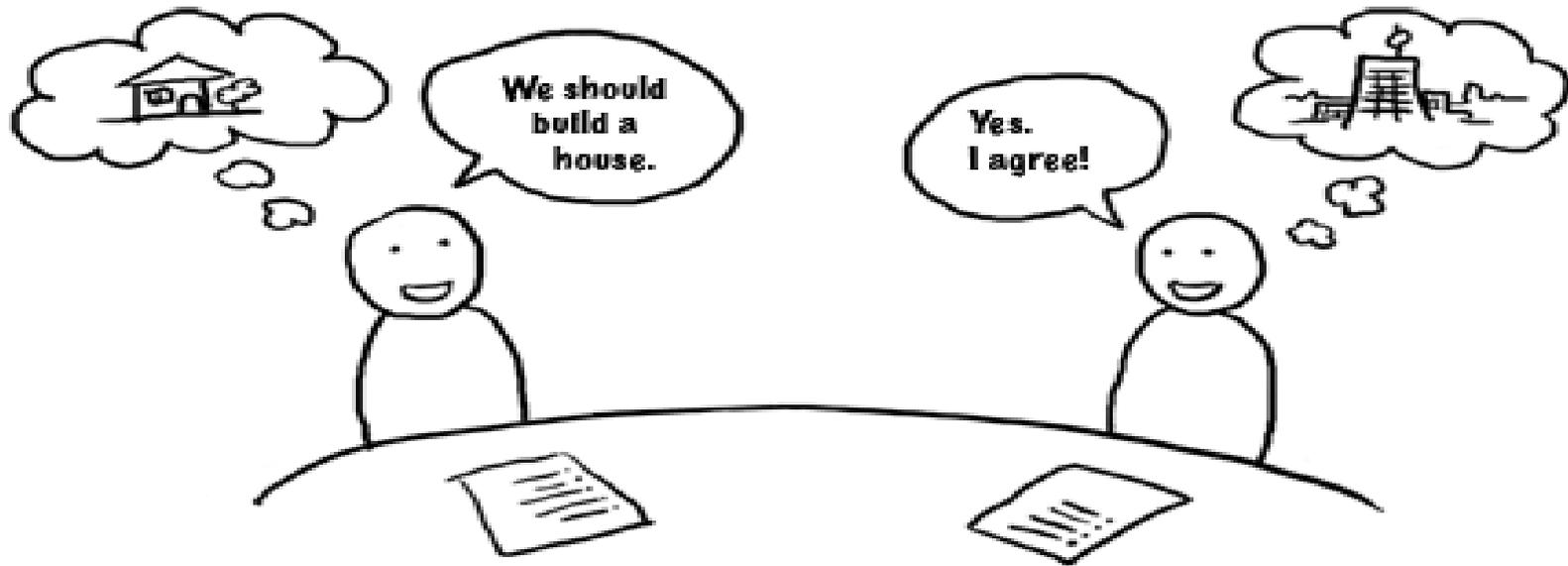
“If you want to make minor changes in your life, work on your behavior. But if you want to make significant, quantum breakthroughs, work on your paradigms.” – Stephen R. Covey



Highly Effective Practices

- Pause and respond based on principles and desired results
- Use proactive language
- Focus on your Circle of Influence
- Become a Transition Person





Highly Effective Practices

- Define outcomes before you act
- Create and live by a Personal Mission Statement



Highly Effective Practices

- Focus on your highest priorities
- Eliminate the unimportant
- Plan every week
- Stay true in the moment of choice

Habit 3: Put First Things First®



Weekly Planning Steps

STEP
1

Connect With Mission,
Roles, and Goals

STEP
2

Schedule the Big Rocks

STEP
3

Organize the Rest

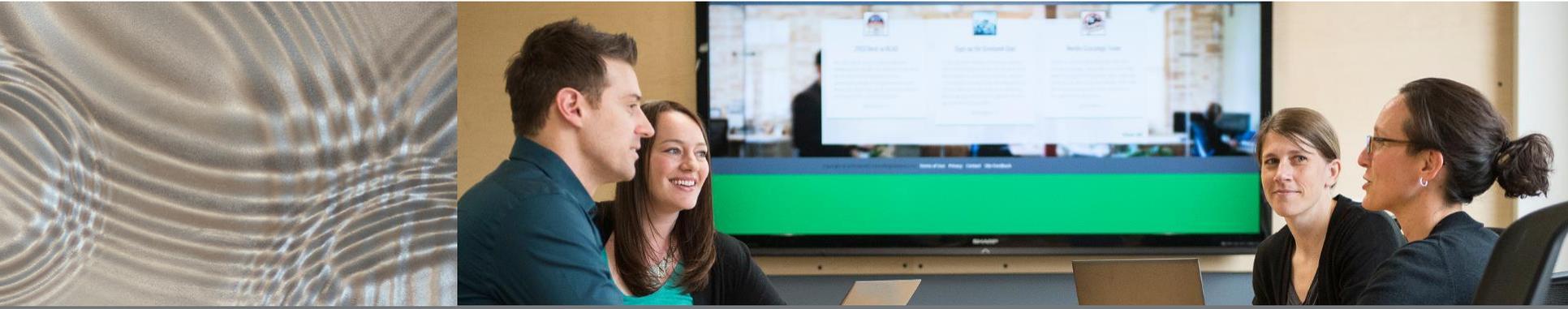




Highly Effective Practices

- Have an Abundance Mentality
- Balance courage and consideration
- Consider other people's wins as well as your own
- Create Win-Win Agreements

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

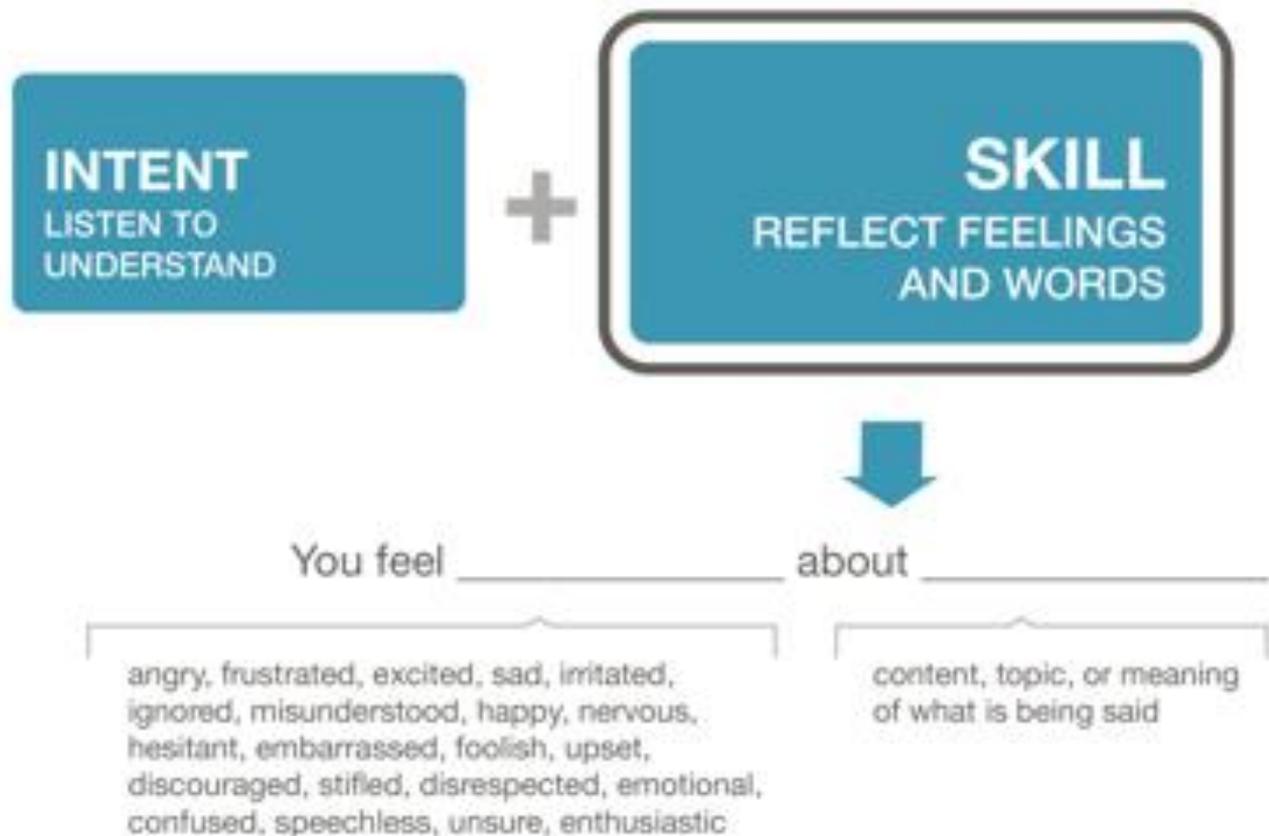


Highly Effective Practices

- Practice Empathic Listening
- Respectfully seek to be understood

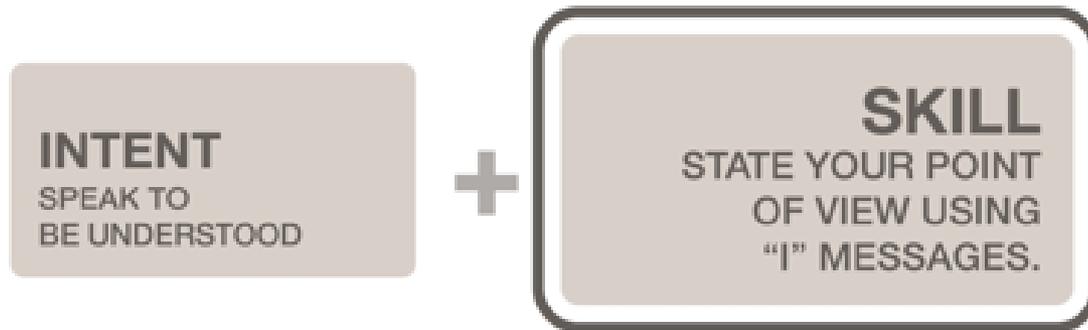
Habit 5: Seek First to Understand, Then to be Understood®

Empathic Listening



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

“I” Messages



State your point of view:

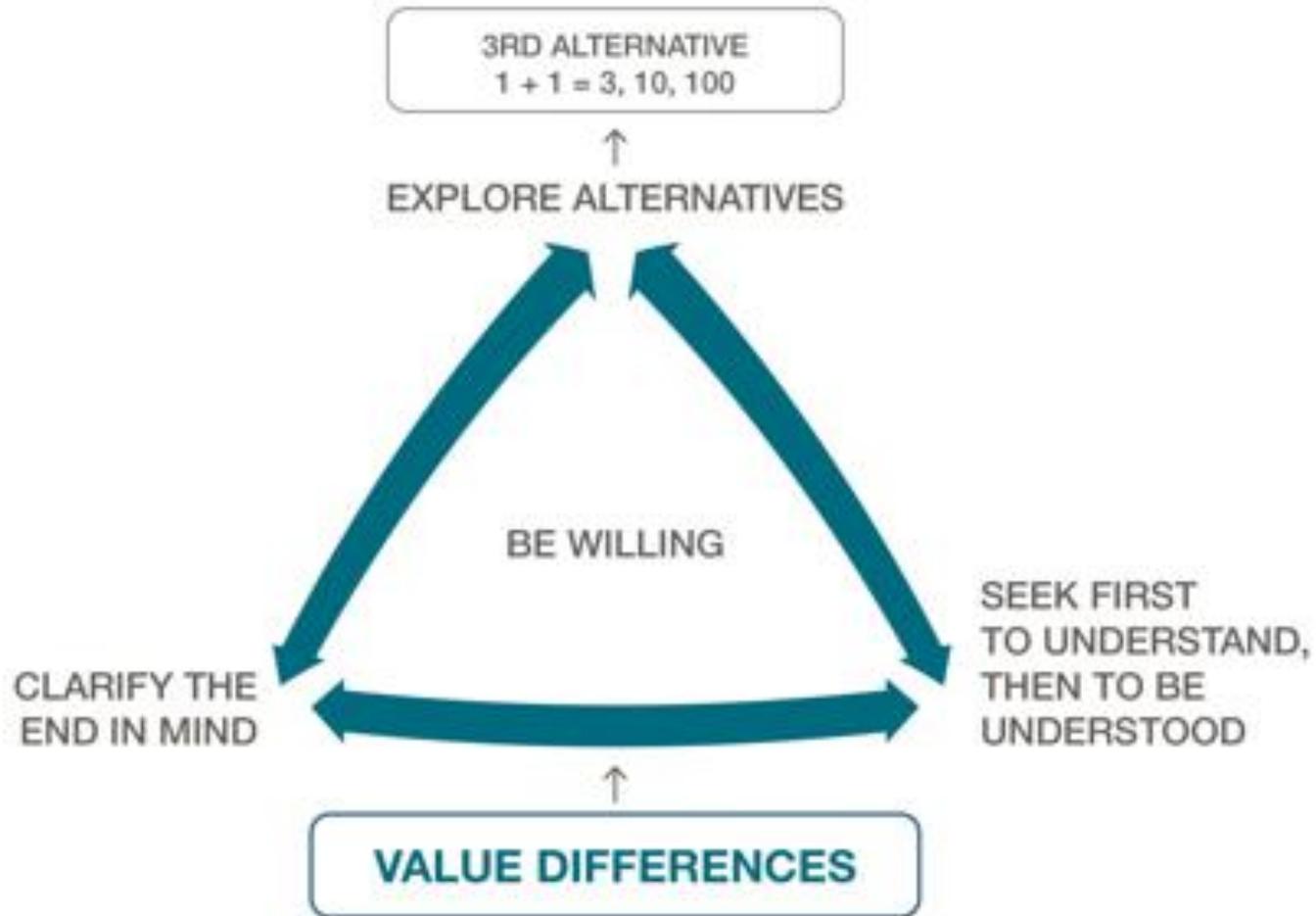
- “I feel _____ about _____.”
- “I would like to...”
- “Based on my experience, I think we should...”
- “You could be right. However, I’d prefer...”
- “That sounds interesting. Can we come back to it later?”
- “I can see what you mean. I have a different point of view I’d like to share.”
- “Thank you for sharing your thoughts. Would you be willing to hear mine?”



Highly Effective Practices

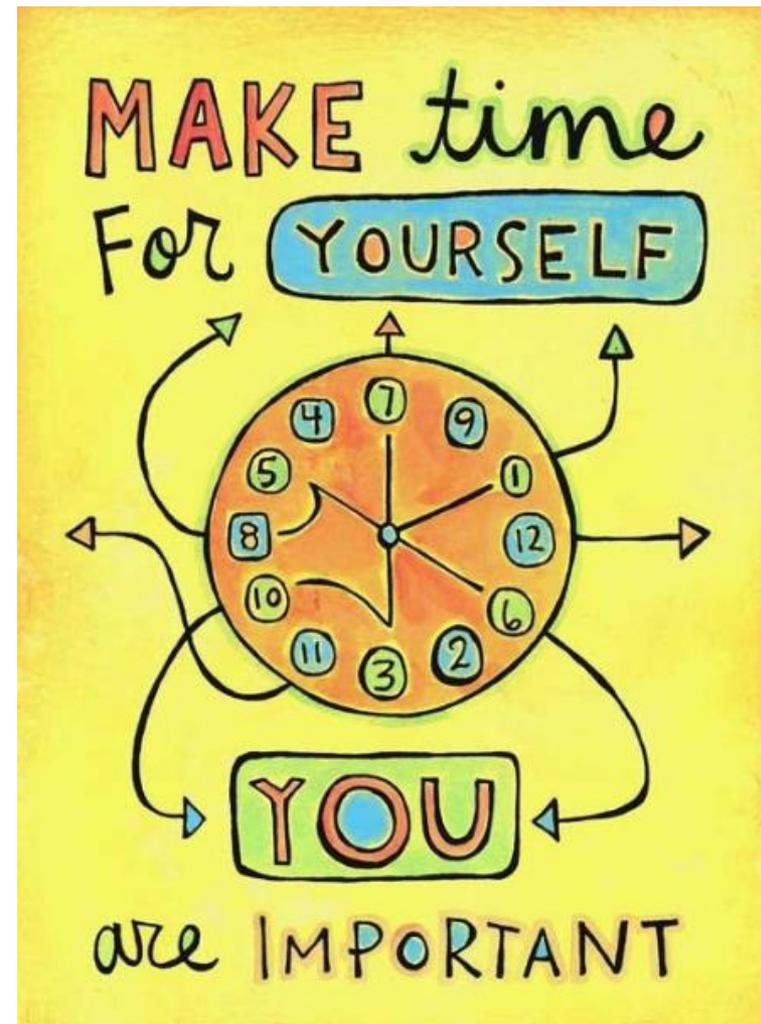
- Value differences
- Seek 3rd Alternatives

Path to Synergy™

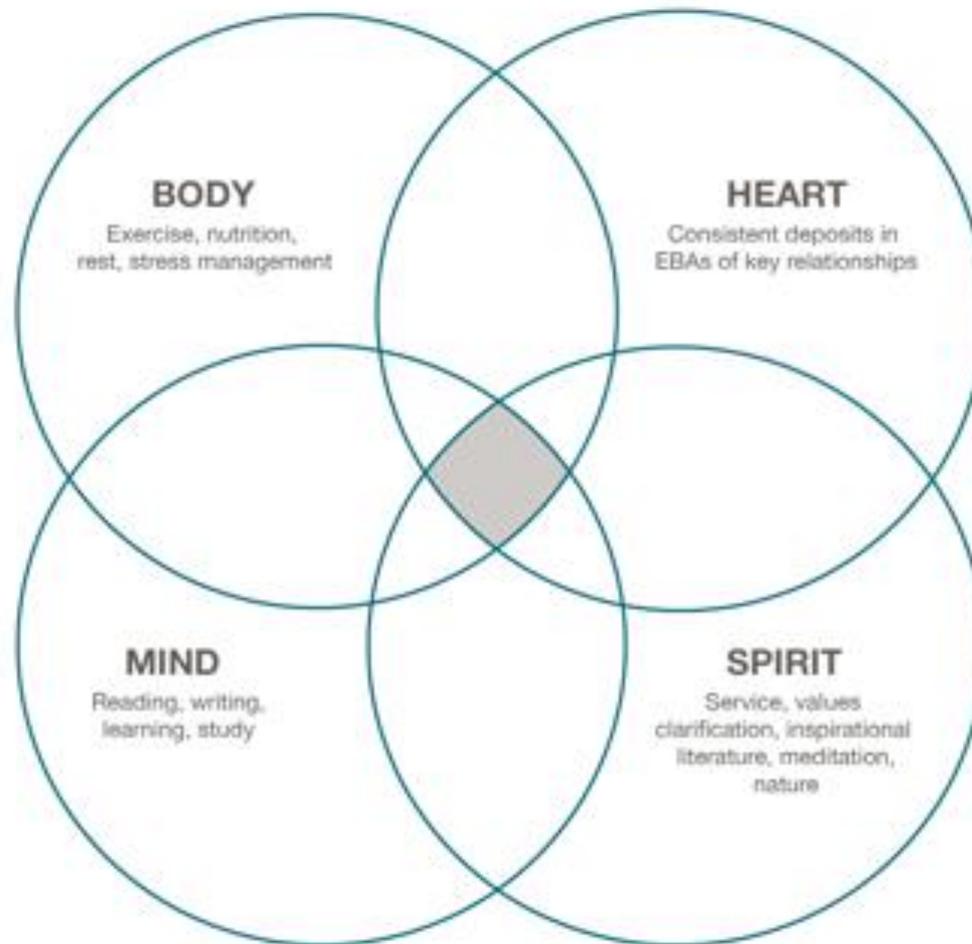


Highly Effective Practice

- Active the Daily Private Victory



Daily Private Victory



*“If you apply even one of the 7 Habits today, you can see immediate results,
but it’s a lifetime adventure – a life promise.” – Stephen R. Covey*





- **Paul Poulsen**
Senior Client Partner
FranklinCovey
940.391.9019
paul.poulsen@franklincovey.com

- **Lindsay Hudson, PMP**
Director of PMO and Administration
Nordic
740 Regent Street, Suite 400
Madison, WI 53715
608.268.6900 office | 615.260.8990 cell
lindsay.hudson@nordicwi.com