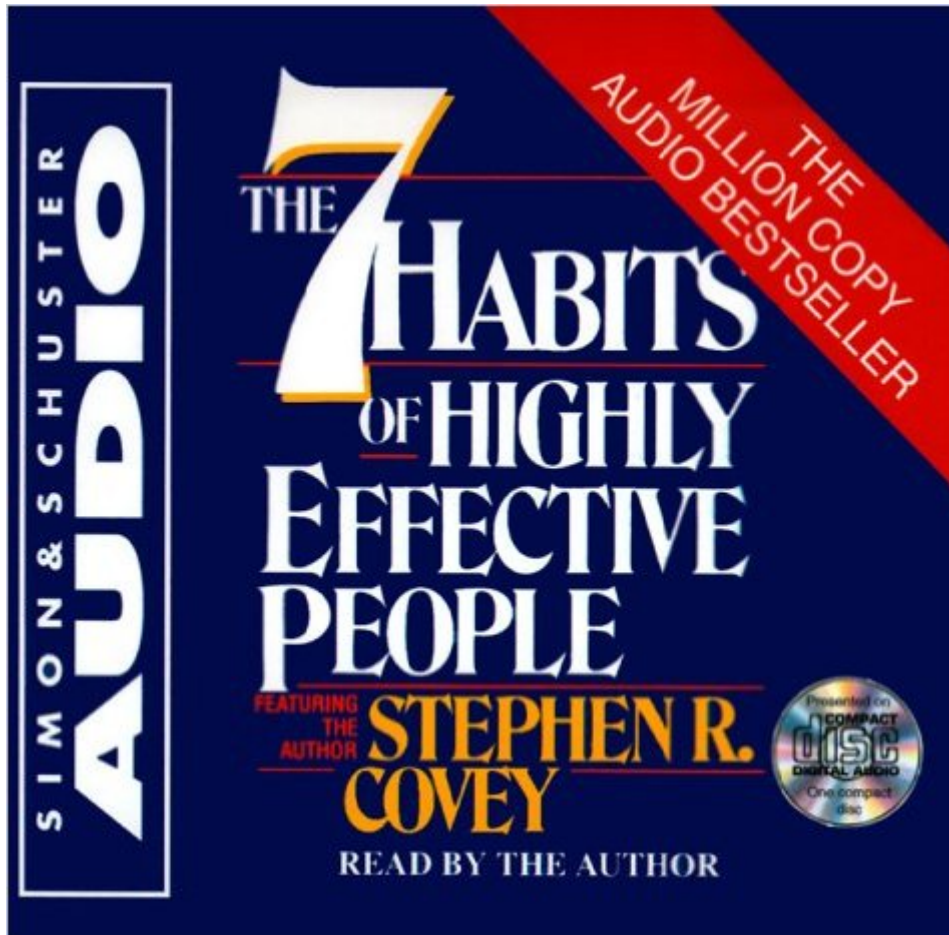


The book was found

7 Habits Of Highly Effective People



Synopsis

In *The 7 Habits of Highly Effective People*, author Stephen R. Covey presents a holistic, integrated, principle-centered approach for solving personal and professional problems. With penetrating insights and pointed anecdotes, Covey reveals a step-by-step pathway for living with fairness, integrity, honesty, and human dignity -- principles that give us the security to adapt to change and the wisdom and power to take advantage of the opportunities that change creates.

Book Information

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Customer Reviews

As the title of the book implies, Covey describes the seven habits of highly effective people and techniques for adopting the seven habits. Covey makes clear that an individual must make a paradigm shift before incorporating these habits into his/her own personal life. A paradigm is essentially the way an individual perceives something. Covey emphasizes that if we want to make a change in our lives, we should probably first focus on our personal attitudes and behaviors. He applies different examples via family, business, and society in general. This book's focal point is on an approach to obtain personal and interpersonal effectiveness. Covey points out that private victories precede public victories. He makes the example that making and keeping promises to ourselves comes before making and keeping promises to others. Habits 1, 2, and 3 deal with self-mastery. They move an individual from dependency on others to independence. Habits 4, 5, and 6 deal with teamwork, cooperation, and communication. These habits deal with transforming a person from dependency to independence to interdependence. Interdependence simply means mutual dependence. Habit 7 embodies all of the other habits to help an individual work toward

continuous improvement. Habit 1 discusses the importance of being proactive. Covey states that we are responsible for our own lives; therefore, we possess the initiative to make things happen. He also points out that proactive people do not blame various circumstances for their behaviors but they realize behavior comes from one's conscious. Covey also explains that the other type of person is reactive. Reactive people are affected by their social as well as physical surroundings.

This review is for people who already know that the book, *The 7 Habits of Highly Effective People*, is valuable and who are now trying to choose which audio version would be most useful for themselves or for people they know. I recently bought three different audio CD versions (plus a few copies of the book) as gifts for people with different personalities and learning styles. I am also familiar with some older products. Sometimes the product descriptions don't give you a clear idea which product you're reading about. Check the running times of audio products to determine if they're similar to the ones described below: **REVIEW #1 - UNABRIDGED AUDIO BOOK (CD or Download)** The product on this page (as I write this review) is an UNABRIDGED AUDIO CD VERSION of the 15th anniversary edition of the book *The 7 Habits of Highly Effective People* (Unabridged Audio Program). It would be ideal for people who are ready for a personal plan to study and apply the principles in the book to their own lives, but who need a little extra "push". I would suggest listening to the CDs before or while studying corresponding segments of the book, either alone or with someone else. The encouraging, calm and authentic voice of the author gives an extra dimension to the text - keeps you focused. Regularly scheduled study or discussion sessions could be short, as each CD is divided into several tracks which basically follow the headings and sub-headings in the book.

"If you don't have confidence in the diagnosis, you won't have confidence in the prescription" (244) Stephen Covey has much to say on the qualities of effective people. Covey's purpose in detailing the seven habits is to help people improve themselves. The seven habits are woven into a tapestry on a diagram that shows the working of all seven habits in communion. When viewing the diagram, one is reminded of Benjamin Franklin's engraving of the snake which was divided into thirteen pieces, with the caption "Join or Die." Each of the seven habits is integral to viewing the picture as a whole, as well as seeing the development from dependence to independence to interdependence. The reader is pulled into activities for further application, to decide what type of Quadrant II activities exist, and to find what is at the center of the reader's life in a bid to understand how paradigms work. The first three habits, which lead to independence, a private victory, lead to

the final four steps, which include public victory. Habit #1: Be Proactive Being proactive is the foundation of the entire seven habits paradigm. In a sense, all the other habits are types of being proactive. This entails a realization that you are a person who can take direct control of a situation and, even if you have no actions that you are allowed to perform, you can still control your outlook. Habit #2: Begin with the End in Mind Covey begins this section with the description of the reader's funeral as an illustration of how one end in view can change the previous years' effort. The visualized step of seeing the end is the first part of any successful plan.

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