





Renowned as the world's premier personal leadership development offering, the new 7 Habits of Highly Effective People Signature Edition 4.0 aligns timeless principles of effectiveness with modern technology and practices.

No matter how competent a person is, they will not have sustained and lasting success unless they are able to effectively lead themselves, influence, engage and collaborate with others, and continually improve and renew their capabilities. These elements are at the heart of personal, team, and organizational effectiveness.

*The 7 Habits of Highly Effective People® Signature Edition 4.0* develops leadership effectiveness at three levels:

#### 1. INDIVIDUAL

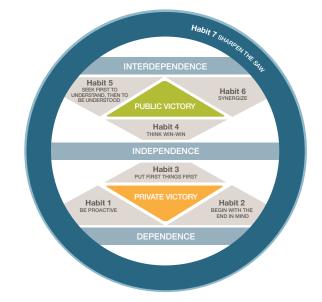
- Develop increased maturity, greater productivity, and the ability to manage one's self.
- Execute critical priorities with laser-like focus and careful planning.

#### 2. TEAM

- Increase team engagement, morale, and collaboration.
- Improve communication skills and strengthen relationships.

#### **3. ORGANIZATIONAL**

- Create a framework for developing core values and creating a highly effective culture.
- Develop current and high-potential leaders that model both character and competence.





-FranklinCovey Study

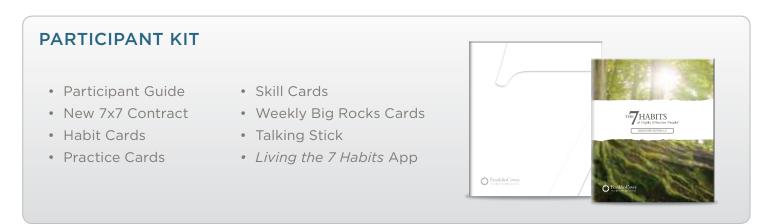
# THE 7 HABITS OBJECTIVES

HABIT	PARTICIPANTS WILL:
HABIT 1: BE PROACTIVE®	<ul> <li>Focus and act on what they can control and influence, instead of what they can't.</li> </ul>
HABIT 2: BEGIN WITH THE END IN MIND®	• Define clear measures of success and a plan to achieve them.
HABIT 3: PUT FIRST THINGS FIRST®	<ul> <li>Prioritize and achieve their most important goals, instead of constantly reacting to urgencies.</li> </ul>
HABIT 4: THINK WIN-WIN®	<ul> <li>Collaborate more effectively by building high-trust relationships.</li> </ul>
HABIT 5: SEEK FIRST TO UNDERSTAND, THEN TO BE UNDERSTOOD®	<ul> <li>Influence others by developing a deep understanding of their needs and perspectives.</li> </ul>
HABIT 6: SYNERGIZE®	<ul> <li>Develop innovative solutions that leverage diversity and satisfy all key stakeholders.</li> </ul>
HABIT 7: SHARPEN THE SAW®	<ul> <li>Increase motivation, energy, and work/life balance by making time for renewal activities.</li> </ul>

### THE 7 HABITS PROCESS

*The 7 Habits of Highly Effective People Signature Edition 4.0* helps participants not only learn, but also use processes and tools to live and apply the 7 Habits.

PREPARE	LEARN & PRACTICE	LIVE	
7 Habits <sup>®</sup> Assessment	7 Habits <sup>®</sup> Work Session	<ul> <li>Complete the 7×7</li> <li>Use the Living the and 7 Habits Cards</li> </ul>	7 Habits® App



## SEMINAR & WORKSHOP

Help leaders and individuals apply timeless principles of effectiveness through our various seminars and workshops. You can choose learning delivery model which suits you and your organization the most.

SEMINAR/ WORKSHOP	DURATION	PARTICIPANTS	WHAT YOU WILL GET
MINI SEMINAR	2 Hours	All Level	The 7 Habits Overview.
SEMINAR	Half Day	All Level	The 7 Habits Overview & contextualized insights.
INTRODUCTORY WORKSHOP	One Day	Staffs	Learn The 7 Habits principles and behaviors.
FOUNDATIONAL WORKSHOP	Two Days	Officers - Supervisors	Learn The 7 Habits principles and behaviors with practices in daily life.
SIGNATURE WORKSHOP	Three Days	Officers, Supervisors, Managers, Leaders	<ul> <li>Learn The 7 Habit principles and behaviors with comprehensive practices in daily life.</li> <li>Commitment to implement the principles after workshop.</li> </ul>
DEVELOPMENT WORKSHOP	4 – 6 Months	Officers, Supervisors, Managers, Leaders	<ul> <li>Signature workshop with behavioral changes measurement.</li> <li>Group coaching session.</li> </ul>
CLIENT CERTIFICATION WORKSHOP	3 - 4 Days	Facilitators	Internal facilitator certification and roll-out.



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