The 7 Habits of Highly Effective Students

**Habit One: Be Proactive**
I am a responsible person.
I take initiative.
I choose my actions, attitudes, and moods.
I do not blame others for my wrong actions. I do the right thing without being asked, even when no one is looking.

**Habit Two: Begin with the End in Mind**
I plan ahead and set goals
I do things that have meaning and make a difference.
I am an important part of my classroom and contribute to my school’s mission and vision, and look for ways to be a good citizen.

**Habit Three: Put First Things First**
I spend my time on things that are most important. This means I say no to things I know I should not do. I set priorities, make a schedule, and follow my plan.
I am disciplined and organized.

**Habit Four: Think Win - Win**

**Habit Five: Seek First to Understand, Then to Be Understood**
I listen to other people’s ideas and feelings. I try to see things from their viewpoints. I listen to others without interrupting. I am confident in voicing my ideas. I look people in the eyes when talking.

**Habit Six: Synergize**
I value other people’s strengths, and learn from them. I get along well with others, even people who are different than me.
I work well in groups. I seek out other people’s ideas to solve problems because I know that by teaming with others we can create better solutions than any one of us alone. I am humble.

**Habit Seven: Sharpen the Saw**
I take care of my body by eating right, exercising, and getting sleep. I spend time with my family and friends. I learn in lots of ways and lots of places, not just at school. I take time to make meaningful ways to help others.

Source: Covey, Stephen R. (2008) *The Leader in Me: How Schools and Parents around the World are Inspiring Greatness, One Child At A Time.* Free Press, Detroit MI.