

The 7 Habits of Highly Effective People® Signature Program



Jointly presented with Franklin Covey HK Limited



Build in Leaders at every level in your organization

Based on the proven principles found in Dr. Stephen R. Covey's best-selling business book, The 7 Habits of Highly Effective People® Signature Program helps your company achieve sustained superior results by focusing on making individuals and leaders more effective. The 7 Habits of Highly Effective People® includes more tools and processes to help participants live and apply the 7 Habits. It helps participants gain hands-on experience, apply timeless principles that yield greater productivity, improved communication, strengthened relationships, increased influence, and laser-like focus on critical priorities.

Learning outcomes:

Individuals will be poised to achieve personal and interpersonal effectiveness through:

- Developing proactive responses to challenges at work and in life
- Focusing on high-quality outcomes
- Identifying what is most important and then prioritizing activities accordingly
- Adopting a win-win mindset
- Communicating in ways that build relationships
- Leveraging differing points of view to arrive at better solutions to personal and organizational challenges
- Balancing work and life priorities

Participant will receive:

The 7 Habits of Highly Effective People® Signature Program follows a reinforced process that includes the following:

- Participant Kit
- 25th Anniversary Edition Book of "The 7 Habits of Highly Effective People"
- The 7 Habits Benchmark Online Assessment
- Certificate upon completion

PARTICIPANT KIT

- Participant Guide
- Skill Cards
- New 7 X 7 Contract
- Weekly Big Rocks Cards
- Summary Cards
- Talking Stick
- Practice Cards
- Living the 7 Habits™ App



The 7 HABITS OBJECTIVES

HABIT

PARTICIPANTS WILL:

PARADIGMS AND PRINCIPLES OF EFFECTIVENESS

- Assess paradigms and align to principles of effectiveness.

HABIT 1: BE PROACTIVE

- Assume responsibility, focus, and act on what can be controlled and influenced, instead of what can't.

HABIT 2: BEGIN WITH THE END IN MIND

- Define clear measures of success and create a plan to achieve them for both life and work.

HABIT 3: PUT FIRST THINGS FIRST

- Prioritize and achieve the most important goals instead of constantly reacting to urgencies.

HABIT 4: THINK WIN-WIN

- Collaborate more effectively with others by building high-trust relationships of mutual benefit.

HABIT 5: SEEK FIRST TO UNDERSTAND, THEN TO BE UNDERSTOOD

- Influence others by developing a deep understanding of their needs and perspectives.

HABIT 6: SYNERGIZE

- Develop innovative solutions that leverage diversity and satisfy all key stakeholders.

HABIT 7: SHARPEN THE SAW

- Increase motivation, energy, and work/life balance by making time for renewal activities.

Course details

Date: 21 - 22 January, 2019 (Monday - Tuesday) (2 days)
Time: 9:00 am – 6:00 pm
Venue: Wan Chai (TBC)
Course fee: Fee for 1-2 participants in a single registration: HK\$ 10,000 per head
Fee for 3 or more participants in a single registration: HK\$ 9,500 per head
Medium of Language: Cantonese supplemented with English course materials

Only 15 seats are available

For enquiries and registration, please contact Mr. Kerwin Ho at TEL: 2202 9367 Email: kerwin.ho@hkqaa.org

REPLY SLIP

Course code: PC01C/HK-01A

Company:	_____	Certification no.:	_____
Address:	_____		
Participant 1:	(Mr/Ms) _____	Title:	_____
Tel:	_____	e-mail:	_____
Participant 2:	(Mr/Ms) _____	Title:	_____
Tel:	_____	e-mail:	_____
Participant 3:	(Mr/Ms) _____	Title:	_____
Tel:	_____	e-mail:	_____
Contact Person:	(Mr/Ms) _____	Fax:	_____
Tel:	_____	e-mail:	_____
Bank Name:	_____	Cheque no.:	_____

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