

THE 7 HABITS OF HIGHLY EFFECTIVE PEOPLE® FOR MANAGERS 2-DAY WORKSHOP

Cultivate effectiveness, lead with excellence and transform your team for breakthrough results.

Seminar #2602

Overview

National surveys* of thousands of employees disclosed that while many people work hard, they are worried about their lack of effectiveness. Survey results indicate:

1. Less than 50% of your team's time is spent on the company's most important objectives
2. Only 14% of employees feel they are contributing to company success
3. Less than half of your team know company's goals

*Results of xQ Surveys conducted by Harris Interactive

The problems are not limited to one industry, one geographic location, one economic group or even one age group. They are common to all. Workers have too many assigned tasks and too many competing priorities. People can't identify key goals and, therefore, can't deliver excellent results. Individuals, even entire departments, lack open communication. Crises are often reacted to with fast, less-than-effective decisions. The good news is that changing ineffective behaviors to effective behaviors will benefit everyone in your organization. The 7 Habits® can not only help you to better manage yourself, but learn to lead others and unleash team potential. Attend this powerful 2-day workshop and discover the same principles that have led the world's foremost business leaders to the professional and business success they dreamed of.

Schedule

- [2] days

- [2] days - \$1,995 Non Members
- [2] days - \$1,795 AMA Members
- [2] days - \$1,537 GSA

Credits

1.2 CEU /12 PDU

Schedule

We have 30 scheduled sessions located nationwide starting between 5/31/2012 - 2/21/2013

Date	Location	Duration
May 31, 2012 - Jun 1, 2012	Atlanta, GA	2 Days
Jun 11, 2012 - Jun 12, 2012	Dallas, TX	2 Days
Jun 21, 2012 - Jun 22, 2012	Boston, MA	2 Days
Jul 9, 2012 - Jul 10, 2012	San Francisco, CA	2 Days
Jul 16, 2012 - Jul 17, 2012	Chicago, IL	2 Days
Jul 30, 2012 - Jul 31, 2012	Arlington/Washington DC, DC	2 Days
Aug 9, 2012 - Aug 10, 2012	New York, NY	2 Days
Aug 13, 2012 - Aug 14, 2012	Newport Beach, CA	2 Days
Aug 13, 2012 - Aug 14, 2012	Chicago, IL	2 Days
Aug 16, 2012 - Aug 17, 2012	Virginia Beach, VA	2 Days
Sep 6, 2012 - Sep 7, 2012	Chicago, IL	2 Days
Sep 13, 2012 - Sep 14, 2012	Houston, TX	2 Days
Sep 17, 2012 - Sep 18, 2012	San Francisco, CA	2 Days
Oct 4, 2012 - Oct 5, 2012	Seattle, WA	2 Days
Oct 11, 2012 - Oct 12, 2012	Denver, CO	2 Days
Oct 15, 2012 - Oct 16, 2012	New York, NY	2 Days
Oct 22, 2012 - Oct 23, 2012	Philadelphia, PA	2 Days
Oct 29, 2012 - Oct 30, 2012	Atlanta, GA	2 Days
Nov 5, 2012 - Nov 6, 2012	San Francisco, CA	2 Days
Nov 12, 2012 - Nov 13, 2012	Chicago, IL	2 Days
Nov 29, 2012 - Nov 30, 2012	Boston, MA	2 Days
Dec 3, 2012 - Dec 4, 2012	New York, NY	2 Days
Dec 6, 2012 - Dec 7, 2012	Dallas, TX	2 Days
Dec 10, 2012 - Dec 11, 2012	Chicago, IL	2 Days
Dec 13, 2012 - Dec 14, 2012	Anaheim, CA	2 Days
Dec 13, 2012 - Dec 14, 2012	Arlington/Washington DC, DC	2 Days
Jan 10, 2013 - Jan 11, 2013	Phoenix, AZ	2 Days
Jan 31, 2013 - Feb 1, 2013	Chicago, IL	2 Days
Feb 7, 2013 - Feb 8, 2013	San Francisco, CA	2 Days
Feb 21, 2013 - Feb 22, 2013	New York, NY	2 Days

Registering more than 4 people, please call 1-877-566-9441.

How You Will Benefit

- Define the contribution you want to make and what you want to accomplish as a manager
- Enhance your leadership abilities and reach your full potential
- Judge the goals your efforts should be focused on using daily and weekly planning
- Communicate effectively and raise the levels of trust and fulfillment within your team

What You Will Cover

- Habit 1: Be Proactive—Become a resourceful, innovative manager who quickly accomplishes goals and motivates team members to get things done
- Habit 2: Begin with the End in Mind—Have a clear vision of what you want your contribution as a manager to be and shape your own future

- Habit 3: Put First Things First—Focus on top priorities and be regarded for follow-through and organizational skills; eliminate the unimportant
- Habit 4: Think Win-Win—Cultivate enthusiasm with performance measurements that satisfy both employee and employer goals; share recognition and success
- Habit 5: Seek First to Understand, Then Be Understood—Give honest, accurate feedback that develops trust and understand the physical components of communication and how they impact the message
- Habit 6: Synergize—Understand how differences can contribute to innovative solutions; maximize opinions, perspectives and backgrounds
- Habit 7: Sharpen the Saw—Maintain and increase effectiveness by renewing yourself mentally and physically

Who Should Attend

Managers who are seeking to become more effective, build better relationships and help their organization succeed.

Special Feature

Attendees will receive:

- The *7 Habits of Highly Effective People*® Audio CD—This best-selling audio book provides the basis for the concepts taught in the course.
- Participant Guidebook—a manual filled with examples and exercises
- *Management Essentials*—a book of resources for dealing with management challenges

All course faculty are trained experts in FranklinCovey's The 7 Habits of Highly Effective People® curriculum. Dr. Stephen R. Covey is a globally respected leadership authority. His international bestseller, *The 7 Habits of Highly Effective People*®, was named one of the 10 most influential management books ever by *Forbes* magazine. It is the bestselling audio book in history.

Ways to Register

- [Register Online](#)
- Call 1-877-566-9441 for an AMA Training Consultant
- Email customerservice@amanet.org
- Fax [AMA Text Registration Form](#)
- Mail [AMA Text Registration Form](#)