

The 7 Habits **Worksheet** – Habit 1: Be Proactive

Name: _____ Hour _____ Date: _____

Date Assignment is due: _____ Why late? _____
Day of Week Date If your project was late, describe why

Learning Objectives: Upon completing this assignment, you should be able to...

- *Identify and use proactive language to replace reactive language*
 - *Widen your circle of influence*
 - *Increase your personal effectiveness by assuming control and responsibility for your actions*
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Directions –You may and should discuss each answer together in your assigned group. However, each person is responsible for completing their own worksheet.

1. In your group, come up with 10 reactive phrases you have heard in the past week.

- i. _____
- ii. _____
- iii. _____
- iv. _____
- v. _____
- vi. _____
- vii. _____
- viii. _____
- ix. _____
- x. _____

2. Now turn in each reactive phrase into a proactive phrase.

- i. _____
- ii. _____
- iii. _____
- iv. _____