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Focus : Achieving Your Highest Priorities: Jones, Steve ...

FOCUS: Achieving Your Highest Priorities is an engaging, one-day, facilitator-led workshop that helps employees learn how to clarify, focus on, and execute their highest priorities. Participants master the skills of planning their weeks and organizing their days so their time is spent on tasks that really matter.

Leadership, Execution, Sales, Effectiveness, Productivity ...

Focus: Achieving Your Highest Priorities [Covey, Stephen R., Jones, Steve, Jones, Steve, Covey, Stephen R.] on Amazon.com. *FREE* shipping on qualifying offers. Focus ...

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Focus Achieving Your Highest Priorities [PDF]

The FOCUS: Achieving Your Highest Priorities workshop is the anchor of the FranklinCovey Focus Solution. This one-day course teaches productivity skills integrated with a powerful planning system that helps employees clarify, focus on, and execute the highest priorities—personally and professionally. Who Should Attend.

FOCUS: Achieving Your Highest Priorities

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Focus: Achieving Your Highest Priorities by Stephen R ...

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The Focus workshop presents an engaging and inspirational learning experience and will change your life in ways you never thought possible. With this audiobook, you will begin a process and journey to a new way of thinking about personal and professional focus and accomplishment. You'll learn how to identify and focus on the tasks and priorities that matter

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most so that you can deliver maximum results every day. You'll learn to turn the things you have to do into the things you want to do. Dr. Covey and master facilitator Steve Jones introduce you to the FranklinCovey workshop that has already helped 10 million people become more productive.

Focus presents a fun and inspirational time management process that can change your life. You'll learn how to identify--and focus--on the tasks and priorities that matter most so that you can deliver maximum results every day.

This book helps you keep track of your personal roles and the plans you make on for a week. The pages of this book allow you to plan a week based on the roles you have identified for yourself and the goals you have set for yourself. The concepts expressed in these pages give life to the paradigms established by Stephen R Covey in his ground breaking books: -The 7 habits of highly effective people-First Things First (with AR Merrill and RR Merrill)-Focus: Achieving your highest Priorities - The workshop to help you focus on and execute top priorities. First, you write down your personal mission statement. Second, you identify the roles

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you see yourself in. You also have the opportunity to plot out when you focus on each role. Third, you identify goals for yourself in these roles. Fourth, you plan weekly. Fifth, you live daily.

BUSINESS STRATEGY. "The 4 Disciplines of Execution" offers the what but also how effective execution is achieved. They share numerous examples of companies that have done just that, not once, but over and over again. This is a book that every leader should read! (Clayton Christensen, Professor, Harvard Business School, and author of "The Innovator's Dilemma.") Do you remember the last major initiative you watched die in your organization? Did it go down with a loud crash? Or was it slowly and quietly suffocated by other competing priorities? By the time it finally disappeared, it's likely no one even noticed. What happened? The whirlwind of urgent activity required to keep things running day-to-day devoured all the time and energy you needed to invest in executing your strategy for tomorrow. "The 4 Disciplines of Execution" can change all that forever.

"Time management for the 21st century"--Cover.

The New York Times' bestselling time management book from the author of The 7 Habits of Highly Effective People. Stephen R. Covey's First Things First is the gold standard for time management books. His principle-centered approach for prioritizing gives you time management tips that enable you to make changes and sacrifices needed in order to obtain happiness and retain a feeling of security. First Things First: The Interactive Edition takes Dr.

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Covey's philosophy and remasters the entire text to include easy-to-understand infographics, analysis, and more. This time-saving version of First Things First is the efficient way to apply Dr. Covey's tested and validated time management tips, while retaining his core message. This guide will help you:
• Get more done in less time
• Develop and retain rich relationships
• Attain inner peace
• Create balance in your life
• And, put first things first
Covey is the hottest self-improvement consultant to hit US business since Dale Carnegie.
USA Today
Covey has reached the apex with First Things First. This is an important work. I can't think of anyone who wouldn't be helped by reading it.
Larry King, CNN
These goals embody a perfect balance of the mental, the physical, the spiritual, and the social.
Booklist

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