`Lakeview Elementary School PTSA Newsletter

February 5, 2014

# Front of a yellow school bus with lights flashing.

# Key Points:

# School lunches will be increasing in price from $1.35 to $1.40.

# Lunchroom will now offer skim milk as a beverage option

* + Soy milk will also continue to be an option
* Recess will be shifted from 1:00pm to 12:30pm starting April 1st
* School administration has approved the salaries for four additional teachers for the 2014-15 school year

# FYI: More information regarding soy milk

### Please contact the administrator if you have feedback on any of the above points.

### School Lunch Prices Increase

The National School Lunch Program was created in 1946 when President Truman signed the [National School Lunch Act](http://en.wikipedia.org/wiki/National_School_Lunch_Act%22%20%5Co%20%22National%20School%20Lunch%20Act) into law. This legislation was originally created in order to aid farms struggling with their surplus provisions, in a way that was also beneficial to society. Today, the National School Lunch Program is a federal nutrition assistance program operating in over **101,000 public and non-profit private schools and residential care institutions.**

# Beverage Options to Change

Since teachers can affect how students perceive the course materials, it has been found that Historically, skimmed milk was used for fattening pigs, and was recommended as "not only the very best supplabsdedgadfedgaeement for growing pigs, but is of almost equal value for fattening purposes" as it "furnishes a complete protein" and makes the feed "more palatable." Sometimes only hadbbalf the cream is removed; this is called seasdfasdfmi-skimmed milk. My name is abededgab

Since teachers can affect how students perceive the course materials, it has been found that



# Additional Teachers Approved for Next School Year

|  |  |  |  |
| --- | --- | --- | --- |
| Department | Open Positions | Location | Student to teacher ratio |
| History | 1 | CA | 30:1 |
| Art | 4 | WA | 20:1 |
| Math | 2 | VA | 25:1 |
| Science | 4 | OK | 30:2 |

Since teachers can affect how students perceive the course materials, it has been found that teachers who showed enthusiasm towards the course materials and students can affect a positive learning experience towards the course materials. On teacher/course evaluations, it was found that teachers who have a positive disposition towards the course content tend to transfer their passion to receptive students. Students who had enthusiastic teachers tend to rate them higher than teachers who didn't show much enthusiasm for the course materials.

# FYI: More Information Regarding Soy Milk

**Soymilk** (also called **soya milk**, **soymilk**, **soybean milk**, **fake milk**, **and soymilk** or **soy juice** and sometimes referred to as **soy drink/beverage**) is a beverage made from soybeans. A traditional staple of Asian cuisine, it is a stable emulsion of the following ingredients:

1. Oil
2. Water

Protein

It is produced by soaking dry soybeans and grinding them with water. Soy milk contains about the same proportion of as cow's milk: around 3.5%; also 2% 2.9%, and 5. Despite the terminology used by consumers, it is illegal to sell soy milk under that name in the European Union, where - with certain exceptions - EC Regulation (1898/87) has restricted the term 'milk' to mammary secretions since 1987; in such countries the term 'soy drink' is commonly used.

# Origins

The oldest evidence of soymilk production is from china where a kitchen scene proving use of soymilk is incised on a stone slab dated around AD 25–225. It also appeared in a chapter called Four Taboos (Szu-Hui) in the AD 82 book possibly the first written record of soymilk. Evidence of soymilk outside of China is rare prior to the 20th century and widespread usage before then is unlikely.

According to popular tradition in China, soymilk was developed by for medicinal purposes, although there is no historical evidence for this legend. This legend first appeared in the 12th century and was not clearly stated until late 15th century. The development of tofu was attributed to Liu with no mention of soymilk. This may be incorrect. In addition, some recent writers claim Liu An developed tofu in 164 BC.

## History

1365 ca. - *Yiya Yiyi* [Remnant Notions from I Ya], by Han Yi (in China) is the earliest document seen that mentions soymilk, which it calls *doufujiang.*

1640 ca. - Soymilk is probably in use in China by the beginning of the Qing dynasty (H.T. Huang 2006).

1790 ca. - An undated painting of hawkers selling soymilk (*doujiang*) in China, by Yao Wenhan, is from the Qing dynasty

1896 June - Soymilk is first referred to in the United States by Henry Trimble in the *American Journal of Pharmacy*.

1897 July 7 - The term "soy-bean milk" (or any cognate /relative thereof) first appears in a USDA or U.S. government publication: C.F. Langworthy. 1897. "Soy beans as food for man." USDA Farmers' Bulletin No. 58. p. 20-23. July 7. The table, titled "Comparison of the composition of soy-bean milk and cows' milk," gives the nutritional composition of the two liquids. The same term next appeared in Dec. 1916 in a USDA Bulletin by Piper & Morse, and then on 7 Feb. 1917 in a USDA Weekly News Letter.

Each of these early documents is cited in full and discussed in a detailed history of soymilk and other non-dairy milks which has been published.

## Prevalence

Use in East Asia: Only in China has soymilk (*doujiang*) long been used as a beverage. Traditionally it was been served hot, ladled from a caldron for breakfast, at the place where it was made either sweetened or as the base of a salted soup served with deep-fried crullers. It was not used to feed infants or as an infant formula.

ooo

Starting in the 1920s, a small number of companies in China started to make and sell bottled soymilk.

In Hong Kong, [Vitasoy](http://www.vitasoy-usa.com/) was launched in 1940 by K.S. Lo as a nutritious food for refugees fleeing during World War II. By 1968, it had captured 25% of the Hong Kong soft drink market, second only to Coca-Cola.

In Japan, bottled soymilk arrived in about 1957. The first soymilk boom started in about 1980; the many brands of soymilk were all sold in 180 ml aseptic cartons.

In the United States and Europe, soymilk started to become popular in the 1980s. The first two brands sold nationwide were Vitasoy and Edensoy, both aseptically packaged so they did not need refrigeration. The first superstar of soymilks, Silk, was launched by White Wave of Boulder, Colorado, in early 1996. It was sold in the dairy case in gable-top cartons that looked like typical milk cartons.

The drink is very popular in the culture of and many other Southeast Asian countries, with it being a standard offering accompanying meals at stalls. In Malaysia, soybean drink is usually flavored with either white or brown sugar syrup. The consumer also has the option to known as *leong fan* or "cincau" (in the Malay language, adopted from the Chinese equivalents) to the beverage. Sellers of soybean beverage in Penang usually also a related custard-like dessert, known to the locals as *tau hua* which is flavored with the same syrup as the soybean milk. In Indonesian, it is known as "susu kedele". In Vietnam, the soymilk as well as the soy custard may be flavored with ginger or pandan, a grassy herb with a mild coconut-like flavor. More recently (since 2008), other optional additions to soy beverage have become popular among street vendors and drink stalls around Southeast Asia, including tapioca pearl, sweetened red bean, honey, and black tea.

Yeo’s, a drink manufacturer in Singapore and Malaysia, markets a commercialized tinned or boxed version of soybean beverage.

In the West, soy beverage has become a popular alternative to cow's milk, with a roughly similar protein and fat content. Soymilk is commonly available in flavors as well as its original unflavored forms. In some Western countries where veganism has made inroads, it is available upon request at cafes and coffee franchises as a cow’s milk substitute.

## Health and nutrition

Table 1 - Nutritional information for Soy Milk

|  |  |
| --- | --- |
| Nutritional value | Amount |
| Energy | 226 kJ (54 kcal) |
| Carbohydrates | 6.28 g |
| Fat | 1.75 g |
| Protein | 3.27 g |

Soymilk has about the same amount of as cow's milk, though the amino acid profile differs. Natural soymilk contains little digestible as it is bound to the bean's, which is indigestible by humans. To counter this, many manufacturers enrich their products with available to human digestion. Unlike cow's milk, it has little saturated fat and no cholesterol.

However, it has been suggested that soy consumption is associated with a reduction in ("bad cholesterol") and triglycerides, a 2006 study of a decade of soy protein consumption found no association between soy intake and health benefits such as cardiovascular health or cancer rates, and no benefit for women undergoing. Soy was able to replace animal protein, foods high in saturated fats, and other sources of, vitamins and minerals. However, much of the mineral content in soy milk is unassimilable because of high content of in soy milk. If soymilk is made into, the phytic acid content is cut in half.

Research has refuted claims that soy affects bone mineral density. Research has found no link between soy and increased estrogen levels in men, although studies thus far have been limited in duration.

For people who suffer from in soy can make the condition worse. The (NIH) recommends gout sufferers limit consumption of soy products (although also suggesting that soy may have health benefits by reducing the risk for heart disease).

## Preparation

Soymilk can be made from whole soybeans or full-fat soy flour. The dry beans are soaked in water overnight or for a minimum of 3 hours or more depending on the temperature of the water. The rehydrated beans then undergo wet grinding with enough added water to give the desired solids content to the final product. The ratio of water to beans on a weight basis should be about 10:1. Heating at or near the boiling point is continued by filtration.

There is a simple yet profound difference between traditional Chinese and Japanese soymilk processing: the Chinese method boils the filtrate (soymilk) after a cold filtration, while the Japanese method boils the slurry first, followed by hot filtration of the slurry. The latter method results in a higher yield of soymilk but requires the use of an island or natural defoamer during the boiling step. Bringing filtered soymilk to a boil avoids the problem of foaming.

When soybeans absorb water, the endogenous enzyme, (LOX), EC 1.13.11.12 linoleate:oxidoreductase, catalyzes a reaction between polyunsaturated fatty acids and {hydroperoxidation}. LOX initiates the formation of which can then attack other cell components. Soybean seeds are the richest known sources of LOXs. It is thought to be a defensive mechanism by the soybean against fungal invasion.

The University of Illinois has developed a soymilk that makes use of the entire soybean. What would normally constitute "insoluble" are ground so small by as to be in permanent suspension.

## Cooking

Soymilk is found in many food products and can be used as a replacement for cow's milk in many recipes.



"Sweet" and "salty" soymilk are both traditional Chinese breakfast foods, served either hot or cold, usually accompanied by breads like (sesame flatbread). The soy beverage is typically sweetened by adding or, sometimes, simple "Salty" soy milk is made with a combination of chopped pickled mustard greens, dried shrimp and, for curdling, vinegar, garnished with *youtiao*, chopped scallion (spring onions), (coriander), or shallot as well as sesame oil, soy sauce, chili oil or salt to taste.

In Korean cuisine, soymilk is used as a soup for kongguksu, cold noodle soup eaten mostly in summer.

Tofu is produced from soymilk by further steps of curdling and then draining.

Soymilk is also used in making soy yogurt, soy cream, soy fefir, and soy based cheese analogues.

**Interesting child milk consumption statistics**

According to data released by USDA, the following chart shows some trends in terms of how our children are consuming milk.

Document Title

Video ***provides*** a ~~powerful~~ way to help **you** prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits time**in** your document. This. I have a lock here. I am text. More here.

To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, yosdfsfjdsjfku can add a matching cover page, header, and sidebar. Click Insert and then choose the more **ELEMENTS** also more changes you want from the different galleries. My 2nd name is bob. This is lower here. More. Sdlkfsfjslfjskldfjsdlf sdkjfsdlfj

# My Sample Heading 1 2

Themes and styles also help keep your document coordinated. When you click Design and choose a new Theme, the pictures, charts, and SmartArt graphics change to match [www.bing.com](http://www.bing.com) your new theme. See [\\word\public\sethf\e1o investigations](file:///%5C%5C%5C%5Cword%5C%5Cpublic%5C%5Csethf%5C%5Ce1o%20investigations) for E1Os. When you apply styles, your headings change to match the new theme. I am a lock. More locks. This is more. More changes.

| Animal | Color | Shapes |
| --- | --- | --- |
| Dog | Blue | Circle |
| Cat | Green | Square |

Save this is text time**in** Word with new buttons that show up where you need them. To change the way a picture fits in your document, click it and a button for layout options appears next to it.



When you work on a table, click where you want to add a row or a column, and then click the plus sign.

bb

This is some text

Reading is easier, too, in the new Reading view. You can collapse parts of the document and focus on the text you want.

If you need to stop reading before you reach the end, Word remembers where you left off - even on another device.

 If you need to stop reading before you reach the end, Word remembers where you left off - even on another device.

## Lists

* Alphagujhbbbnn
	+ Beta
* Delta
	+ - another
* tset yest Gama

This is text

## Symbols

 ™ £ ¥ Ý®∞⑭⌂∞&҉

ᴥ↑ẞ d

Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document.

My text

Themes and also help keep your document coordinated. When you click Design and choose a new Theme, the pictures, charts, and *SmartArt* graphics change to match your new theme. When you apply styles, your headings change to the new **theme**.

Word with new buttons that show up where you need them. To change the way a picture fits in your document, click it and a button for layout options appears next to it. When you work on a table, click you want to add a row too or a column more stuff here, and then click the plus sign.

Dsign tab Ribbon with jaws

## Equations

 $\left(x+a\right)^{n}=\sum\_{k=0}^{n}\left(\genfrac{}{}{0pt}{}{n}{2k}\right)\frac{π}{2}x^{k}3a^{n-k}$ns with jaws

 g

$$\sqrt{}$$

## Forms

[x] This is text

[ ] test 1

1. Does the product meet another requirement?

Choose an item for question 2.

Click or tap to enter a date.



Themes and stylesalso help ke

**There are no sources in the current document.** th your document coordinated. When you click Design and choose a new Theme, the pictures, charts, and *SmartArt* graphics change to match your new theme. When you apply styles, your headings change to the new **theme**.

Reading is easier, too, in the new Reading view. You can collapse parts of the document and focus on the text you want. If you need to stop reading before you reach the end, Word remembers where you left off - even on another device.

Test Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document.

To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, you can add a matching cover page, header, and sidebar. Click Insert you want from the different.

Themes and **styles** also help keep your document coordinated. When you click Design and

To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, you can add a matching cover page, header, and sidebar. Click Insert and then choose the elements you want from the different galleries.

Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document.

To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, you can add a matching cover page, header, and sidebar. Click Insert and then choose the elements you want from the different galleries.



Themes and styles also help keep your document coordinated. When you click Design and choose a new Theme, the pictures, charts, and SmartArt graphics change to match your new theme. When you apply styles, your headings change to match the new theme.

Save time in Word with new buttons that show up where you need them. To change the way a picture fits in your document, click it and a button for layout options appears next to it. When you work on a table, click where you want to add a row or a column, and then click the plus sign.

Reading is easier, too, in the new Reading view. You can collapse parts of the document and focus on the text you want. If you need to stop reading before you reach the end, Word remembers where you left off - even on another device.

Themes and styles also help keep your document coordinated. When you click Design and choose a new Theme, the pictures, charts, and SmartArt graphics change to match your new theme. When you apply styles, your headings change to match the new theme.

Save time in Word with new buttons that show up where you need them. To change the way a picture fits in your document, click it and a button for layout options appears next to it. When you work on a table, click where you want to add a row or a column, and then click the plus sign.

# Tables section

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Colors | Shapes | Foods | Numbers | Description |
| Blue | Circle | Orange | 1 | Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document. |
| Green | Triangle | Grape | 2 | Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document.To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, you can add a matching cover page, header, and sidebar. Click Insert and then choose the elements you want from the different galleries. |

| Animal | Color | Shapes |
| --- | --- | --- |
| Dog | Blue | Circle |
| Cat | Green | Square |

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  | cat |  |
|  |  |  |

Save time in Word with new buttons that show up where you need them. To change the way a picture fits in your document, click it and a button for layout options appears next to it. When you work on a table, click where you want to add a row or a column, and then click the plus sign.

|  |  |  |  |
| --- | --- | --- | --- |
| Colors | Shapes | Foods | Numbers |
| Blue | Circle | Orange | 1 |
| Green | Triangle | Grape | 2 |

|  |  |  |
| --- | --- | --- |
| One | Two | Three |
| A | B | C |
| Alpha | Beat | gama |

Reading is easier, too, in the new Reading view. You can collapse parts of the document and focus on the text you want. If you need to stop reading before you reach the end, Word remembers where you left off - even on another device.

# My Sample Heading 2

Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document.

## SubHeading 2.1

To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, you can add a matching cover page, header, and sidebar. Click Insert and then choose the elements you want from the different galleries.

Themes and styles also help keep your document coordinated. When you click Design and choose a new Theme, the pictures, charts, and SmartArt graphics change to match your new theme. When you apply styles, your headings change to match the new theme.

# My Sample Heading 3

Save time in Word with new buttons that show up where you need them. To change the way a picture fits in your document, click it and a button for layout options appears next to it. When you work on a table, click where you want to add a row or a column, and then click the plus sign.

Reading is easier, too, in the new Reading view. You can collapse parts of the document and focus on the text you want. If you need to stop reading before you reach the end, Word remembers where you left off - even on another device.

Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document.

To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, you can add a matching cover page, header, and sidebar. Click Insert and then choose the elements you want from the different galleries.

™Themes and styles also help keep your document coordinated. When you click Design and choose a new Theme, the pictures, charts, and SmartArt graphics change to match your new theme. When you apply styles, your headings change to match the new theme.

Save time in Word with new buttons that show up where you need them. To change the way a picture fits in your document, click it and a button for layout options appears next to it. When you work on a table, click where you want to add a row or a column, and then click the plus sign.

Reading is easier, too, in the new Reading view. You can collapse parts of the document and focus on the text you want. If you need to stop reading before you reach the end, Word remembers where you left off - even on another device.

Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document.

To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, you can add a matching cover page, header, and sidebar. Click Insert and then choose the elements you want from the different galleries.

Themes and styles also help keep your document coordinated. When you click Design and choose a new Theme, the pictures, charts, and SmartArt graphics change to match your new theme. When you apply styles, your headings change to match the new theme.

Save time in Word with new buttons that show up where you need them. To change the way a picture fits in your document, click it and a button for layout options appears next to it. When you work on a table, click where you want to add a row or a column, and then click the plus sign.

Reading is easier, too, in the new Reading view. You can collapse parts of the document and focus on the text you want. If you need to stop reading before you reach the end, Word remembers where you left off - even on another device.

The 7 habits

Summary of Stephen R. Covey's

# Inside –out: the change starts from within

*While working* on his doctorate in the 1970's, Stephen R. Covey reviewed 200 years of literature on success. He noticed that since the 1920's, success writings have focused on solutions to specific problems. In some cases such tactical advice may have been effective, but only for immediate issues and not for the long-term, underlying ones. The success literature of the last half of the 20th century largely attributed success to personality traits, skills, techniques, maintaining a positive attitude, etc. This philosophy can be referred to as the Personality Ethic.

“In his #1 bestseller, Stephen R. Covey presented a framework for personal effectiveness. The summary of the first part of his book, concluding with a following is a list of the seven habits.”

However, during the 150 years or so that preceded that period, the literature on success was more character oriented. It emphasized the deeper principles and foundations of success. This philosophy is known as the Character Ethic, under which success is attributed more to underlying characteristics such as integrity, courage, justice, patience, etc.

The elements of the Character Ethic are primary traits while those of the Personality Ethic are secondary. While secondary traits may help one to play the game to succeed in some specific circumstances, for long-term success both are necessary. One's character is what is most visible in long-term relationships. **Ralph Waldo Emerson** once said

"What you are shouts so loudly in my ears I cannot hear what you say."

The Seven Habits of Highly Effective People presents an "inside-out" approach to effectiveness that is centered on principles and character. Inside-out means that the change starts within oneself. For many people, this approach represents a paradigm shift away from the Personality Ethic and toward the Character Ethic.

# The Seven Habits - An Overview

Our character is a collection of our habits, and habits have a powerful role in our lives. Habits consist of knowledge, skill, and desire. Knowledge allows us to know what to do, skill gives us the ability to know how to do it, and desire is the motivation to do it.

Much of the success literature today tends to value independence, encouraging people to become liberated and do their own thing. The reality is that we are interdependent, and the independent model is not optimal for use in an interdependent environment that requires leaders and team players.

Finally, the seventh habit is one of renewal and continual improvement, that is, of building one's personal production capability. To be effective, one must find the proper balance between actually producing and improving one's capability to produce. Covey illustrates this point with the fable of the goose and the golden egg.

 **The Seven Habits move us through the following stages:**

* Dependence: the paradigm under which we are born, relying upon others to take care of us.
* Independence: the paradigm under which we can make our own decisions and take care of ourselves.
* Interdependence: the paradigm under which we cooperate to achieve something that cannot be achieved independently.

To make the choice to become interdependent, one first must be independent, since dependent people have not yet developed the character for interdependence. Therefore, the first three habits focus on self-mastery that is, achieving the private victories required to move from dependence to independence. The first three habits are:

**Habit 1:** Be Proactive

**Habit 2:** Begin with the End in Mind

**Habit 3:** Put First Things First

**Habits 4, 5, and 6** then address interdependence:

**Habit 4:** Think Win/Win

**Habit 5:** Seek First to Understand, Then to Be Understood

**Habit 6:** Synergize

The need for balance between production and production capability applies to physical, financial, and human assets. For example, in an organization the person in charge of a particular machine may increase the machine's immediate production by postponing scheduled maintenance. As a result of the increased output, this person may be rewarded with a promotion. However, the increased immediate output comes at the expense of future production since more maintenance will have to be performed on the machine later. The person who inherits the mess may even be blamed for the inevitable downtime and high maintenance expense.

Customer loyalty also is an asset to which the production and production capability balance applies. A restaurant may have a reputation for serving great food, but the owner may decide to cut costs and lower the quality of the food. Immediately, profits will soar, but soon the restaurant's reputation will be tarnished, the customer's trust will be lost, and profits will decline.

The above has been an introduction and overview of the 7 Habits. The following introduces the first habit in Covey's framework.

# Summary of 7 Habits

## Habit 1

### Be proactive

Change starts from within, and highly effective people make the decision to improve their lives through the things that they can influence rather than by simply reacting to external forces.

## Habit 2

### Begin with the End in Mind

Develop a principle-centered personal mission statement. Extend the mission statement into long-term goals based on personal principles.

## Habit 3

### Put First Things First

Spend time doing what fits into your personal mission, observing the proper balance between productions and building production capacity. Identify the key roles that you take on in life, and make time for each of them.

## Habit 4

### Think Win/Win

Seek agreements and relationships that are mutually beneficial. In cases where a "win/win" deal cannot be achieved, accept the fact that agreeing to make "no deal" may be the best alternative. In developing an organizational culture, be sure to reward win/win behavior among employees and avoid inadvertently rewarding win/lose behavior.

## Habit 5

### Seek First to Understand, Then to Be Understood

First seek to understand the other person, and only then try to be understood. Stephen Covey presents this habit as the most important principle of interpersonal relations. Effective listening is not simply echoing what the other person has said through the lens of one's own experience. Rather, it is putting oneself in the perspective of the other person, listening empathically for both feeling and meaning.

## Habit 6

### Synergize

Through trustful communication, find ways to leverage individual differences to create a whole that is greater than the sum of the parts. Through mutual trust and understanding, one often can solve conflicts and find a better solution than would have been obtained through either person's own solution.

## Habit 7

### Sharpen the Saw

Take time out from production to build production capacity through personal renewal of the physical, mental, social/emotional, and spiritual dimensions. Maintain a balance among these dimensions.

# My Sample Heading 2

Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document.

## SubHeading 2.1

To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, you can add a matching cover page, header, and sidebar. Click Insert and then choose the elements you want from the different galleries.

Themes and styles also help keep your document coordinated. When you click Design and choose a new Theme, the pictures, charts, and SmartArt graphics change to match your new theme. When you apply styles, your headings change to match the new theme.

# My Sample Heading 3

Save time in Word with new buttons that show up where you need them. To change the way a picture fits in your document, click it and a button for layout options appears next to it. When you work on a table, click where you want to add a row or a column, and then click the plus sign.

Reading is easier, too, in the new Reading view. You can collapse parts of the document and focus on the text you want. If you need to stop reading before you reach the end, Word remembers where you left off - even on another device.

Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document.

To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, you can add a matching cover page, header, and sidebar. Click Insert and then choose the elements you want from the different galleries.

™Themes and styles also help keep your document coordinated. When you click Design and choose a new Theme, the pictures, charts, and SmartArt graphics change to match your new theme. When you apply styles, your headings change to match the new theme.

Save time in Word with new buttons that show up where you need them. To change the way a picture fits in your document, click it and a button for layout options appears next to it. When you work on a table, click where you want to add a row or a column, and then click the plus sign.

Reading is easier, too, in the new Reading view. You can collapse parts of the document and focus on the text you want. If you need to stop reading before you reach the end, Word remembers where you left off - even on another device.

Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document.

To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, you can add a matching cover page, header, and sidebar. Click Insert and then choose the elements you want from the different galleries.

Themes and styles also help keep your document coordinated. When you click Design and choose a new Theme, the pictures, charts, and SmartArt graphics change to match your new theme. When you apply styles, your headings change to match the new theme.

Save time in Word with new buttons that show up where you need them. To change the way a picture fits in your document, click it and a button for layout options appears next to it. When you work on a table, click where you want to add a row or a column, and then click the plus sign.

Reading is easier, too, in the new Reading view. You can collapse parts of the document and focus on the text you want. If you need to stop reading before you reach the end, Word remembers where you left off - even on another device.

The 7 habits

Summary of Stephen R. Covey's

# Inside –out: the change starts from within

*While working* on his doctorate in the 1970's, Stephen R. Covey reviewed 200 years of literature on success. He noticed that since the 1920's, success writings have focused on solutions to specific problems. In some cases such tactical advice may have been effective, but only for immediate issues and not for the long-term, underlying ones. The success literature of the last half of the 20th century largely attributed success to personality traits, skills, techniques, maintaining a positive attitude, etc. This philosophy can be referred to as the Personality Ethic.

“In his #1 bestseller, Stephen R. Covey presented a framework for personal effectiveness. The summary of the first part of his book, concluding with a following is a list of the seven habits.”

However, during the 150 years or so that preceded that period, the literature on success was more character oriented. It emphasized the deeper principles and foundations of success. This philosophy is known as the Character Ethic, under which success is attributed more to underlying characteristics such as integrity, courage, justice, patience, etc.

The elements of the Character Ethic are primary traits while those of the Personality Ethic are secondary. While secondary traits may help one to play the game to succeed in some specific circumstances, for long-term success both are necessary. One's character is what is most visible in long-term relationships. **Ralph Waldo Emerson** once said

"What you are shouts so loudly in my ears I cannot hear what you say."

The Seven Habits of Highly Effective People presents an "inside-out" approach to effectiveness that is centered on principles and character. Inside-out means that the change starts within oneself. For many people, this approach represents a paradigm shift away from the Personality Ethic and toward the Character Ethic.

# The Seven Habits - An Overview

Our character is a collection of our habits, and habits have a powerful role in our lives. Habits consist of knowledge, skill, and desire. Knowledge allows us to know what to do, skill gives us the ability to know how to do it, and desire is the motivation to do it.

Much of the success literature today tends to value independence, encouraging people to become liberated and do their own thing. The reality is that we are interdependent, and the independent model is not optimal for use in an interdependent environment that requires leaders and team players.

Finally, the seventh habit is one of renewal and continual improvement, that is, of building one's personal production capability. To be effective, one must find the proper balance between actually producing and improving one's capability to produce. Covey illustrates this point with the fable of the goose and the golden egg.

 **The Seven Habits move us through the following stages:**

* Dependence: the paradigm under which we are born, relying upon others to take care of us.
* Independence: the paradigm under which we can make our own decisions and take care of ourselves.
* Interdependence: the paradigm under which we cooperate to achieve something that cannot be achieved independently.

To make the choice to become interdependent, one first must be independent, since dependent people have not yet developed the character for interdependence. Therefore, the first three habits focus on self-mastery that is, achieving the private victories required to move from dependence to independence. The first three habits are:

**Habit 1:** Be Proactive

**Habit 2:** Begin with the End in Mind

**Habit 3:** Put First Things First

**Habits 4, 5, and 6** then address interdependence:

**Habit 4:** Think Win/Win

**Habit 5:** Seek First to Understand, Then to Be Understood

**Habit 6:** Synergize

The need for balance between production and production capability applies to physical, financial, and human assets. For example, in an organization the person in charge of a particular machine may increase the machine's immediate production by postponing scheduled maintenance. As a result of the increased output, this person may be rewarded with a promotion. However, the increased immediate output comes at the expense of future production since more maintenance will have to be performed on the machine later. The person who inherits the mess may even be blamed for the inevitable downtime and high maintenance expense.

Customer loyalty also is an asset to which the production and production capability balance applies. A restaurant may have a reputation for serving great food, but the owner may decide to cut costs and lower the quality of the food. Immediately, profits will soar, but soon the restaurant's reputation will be tarnished, the customer's trust will be lost, and profits will decline.

The above has been an introduction and overview of the 7 Habits. The following introduces the first habit in Covey's framework.

# Summary of 7 Habits

## Habit 1

### Be proactive

Change starts from within, and highly effective people make the decision to improve their lives through the things that they can influence rather than by simply reacting to external forces.

## Habit 2

### Begin with the End in Mind

Develop a principle-centered personal mission statement. Extend the mission statement into long-term goals based on personal principles.

## Habit 3

### Put First Things First

Spend time doing what fits into your personal mission, observing the proper balance between productions and building production capacity. Identify the key roles that you take on in life, and make time for each of them.

## Habit 4

### Think Win/Win

Seek agreements and relationships that are mutually beneficial. In cases where a "win/win" deal cannot be achieved, accept the fact that agreeing to make "no deal" may be the best alternative. In developing an organizational culture, be sure to reward win/win behavior among employees and avoid inadvertently rewarding win/lose behavior.

## Habit 5

### Seek First to Understand, Then to Be Understood

First seek to understand the other person, and only then try to be understood. Stephen Covey presents this habit as the most important principle of interpersonal relations. Effective listening is not simply echoing what the other person has said through the lens of one's own experience. Rather, it is putting oneself in the perspective of the other person, listening empathically for both feeling and meaning.

## Habit 6

### Synergize

Through trustful communication, find ways to leverage individual differences to create a whole that is greater than the sum of the parts. Through mutual trust and understanding, one often can solve conflicts and find a better solution than would have been obtained through either person's own solution.

## Habit 7

### Sharpen the Saw

Take time out from production to build production capacity through personal renewal of the physical, mental, social/emotional, and spiritual dimensions. Maintain a balance among these dimensions.

# My Sample Heading 2

Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document.

## SubHeading 2.1

To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, you can add a matching cover page, header, and sidebar. Click Insert and then choose the elements you want from the different galleries.

Themes and styles also help keep your document coordinated. When you click Design and choose a new Theme, the pictures, charts, and SmartArt graphics change to match your new theme. When you apply styles, your headings change to match the new theme.

# My Sample Heading 3

Save time in Word with new buttons that show up where you need them. To change the way a picture fits in your document, click it and a button for layout options appears next to it. When you work on a table, click where you want to add a row or a column, and then click the plus sign.

Reading is easier, too, in the new Reading view. You can collapse parts of the document and focus on the text you want. If you need to stop reading before you reach the end, Word remembers where you left off - even on another device.

Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document.

To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, you can add a matching cover page, header, and sidebar. Click Insert and then choose the elements you want from the different galleries.

™Themes and styles also help keep your document coordinated. When you click Design and choose a new Theme, the pictures, charts, and SmartArt graphics change to match your new theme. When you apply styles, your headings change to match the new theme.

Save time in Word with new buttons that show up where you need them. To change the way a picture fits in your document, click it and a button for layout options appears next to it. When you work on a table, click where you want to add a row or a column, and then click the plus sign.

Reading is easier, too, in the new Reading view. You can collapse parts of the document and focus on the text you want. If you need to stop reading before you reach the end, Word remembers where you left off - even on another device.

Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document.

To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, you can add a matching cover page, header, and sidebar. Click Insert and then choose the elements you want from the different galleries.

Themes and styles also help keep your document coordinated. When you click Design and choose a new Theme, the pictures, charts, and SmartArt graphics change to match your new theme. When you apply styles, your headings change to match the new theme.

Save time in Word with new buttons that show up where you need them. To change the way a picture fits in your document, click it and a button for layout options appears next to it. When you work on a table, click where you want to add a row or a column, and then click the plus sign.

Reading is easier, too, in the new Reading view. You can collapse parts of the document and focus on the text you want. If you need to stop reading before you reach the end, Word remembers where you left off - even on another device.

The 7 habits

Summary of Stephen R. Covey's

# Inside –out: the change starts from within

*While working* on his doctorate in the 1970's, Stephen R. Covey reviewed 200 years of literature on success. He noticed that since the 1920's, success writings have focused on solutions to specific problems. In some cases such tactical advice may have been effective, but only for immediate issues and not for the long-term, underlying ones. The success literature of the last half of the 20th century largely attributed success to personality traits, skills, techniques, maintaining a positive attitude, etc. This philosophy can be referred to as the Personality Ethic.

“In his #1 bestseller, Stephen R. Covey presented a framework for personal effectiveness. The summary of the first part of his book, concluding with a following is a list of the seven habits.”

However, during the 150 years or so that preceded that period, the literature on success was more character oriented. It emphasized the deeper principles and foundations of success. This philosophy is known as the Character Ethic, under which success is attributed more to underlying characteristics such as integrity, courage, justice, patience, etc.

The elements of the Character Ethic are primary traits while those of the Personality Ethic are secondary. While secondary traits may help one to play the game to succeed in some specific circumstances, for long-term success both are necessary. One's character is what is most visible in long-term relationships. **Ralph Waldo Emerson** once said

"What you are shouts so loudly in my ears I cannot hear what you say."

The Seven Habits of Highly Effective People presents an "inside-out" approach to effectiveness that is centered on principles and character. Inside-out means that the change starts within oneself. For many people, this approach represents a paradigm shift away from the Personality Ethic and toward the Character Ethic.

# The Seven Habits - An Overview

Our character is a collection of our habits, and habits have a powerful role in our lives. Habits consist of knowledge, skill, and desire. Knowledge allows us to know what to do, skill gives us the ability to know how to do it, and desire is the motivation to do it.

Much of the success literature today tends to value independence, encouraging people to become liberated and do their own thing. The reality is that we are interdependent, and the independent model is not optimal for use in an interdependent environment that requires leaders and team players.

Finally, the seventh habit is one of renewal and continual improvement, that is, of building one's personal production capability. To be effective, one must find the proper balance between actually producing and improving one's capability to produce. Covey illustrates this point with the fable of the goose and the golden egg.

 **The Seven Habits move us through the following stages:**

* Dependence: the paradigm under which we are born, relying upon others to take care of us.
* Independence: the paradigm under which we can make our own decisions and take care of ourselves.
* Interdependence: the paradigm under which we cooperate to achieve something that cannot be achieved independently.

To make the choice to become interdependent, one first must be independent, since dependent people have not yet developed the character for interdependence. Therefore, the first three habits focus on self-mastery that is, achieving the private victories required to move from dependence to independence. The first three habits are:

**Habit 1:** Be Proactive

**Habit 2:** Begin with the End in Mind

**Habit 3:** Put First Things First

**Habits 4, 5, and 6** then address interdependence:

**Habit 4:** Think Win/Win

**Habit 5:** Seek First to Understand, Then to Be Understood

**Habit 6:** Synergize

The need for balance between production and production capability applies to physical, financial, and human assets. For example, in an organization the person in charge of a particular machine may increase the machine's immediate production by postponing scheduled maintenance. As a result of the increased output, this person may be rewarded with a promotion. However, the increased immediate output comes at the expense of future production since more maintenance will have to be performed on the machine later. The person who inherits the mess may even be blamed for the inevitable downtime and high maintenance expense.

Customer loyalty also is an asset to which the production and production capability balance applies. A restaurant may have a reputation for serving great food, but the owner may decide to cut costs and lower the quality of the food. Immediately, profits will soar, but soon the restaurant's reputation will be tarnished, the customer's trust will be lost, and profits will decline.

The above has been an introduction and overview of the 7 Habits. The following introduces the first habit in Covey's framework.

# Summary of 7 Habits

## Habit 1

### Be proactive

Change starts from within, and highly effective people make the decision to improve their lives through the things that they can influence rather than by simply reacting to external forces.

## Habit 2

### Begin with the End in Mind

Develop a principle-centered personal mission statement. Extend the mission statement into long-term goals based on personal principles.

## Habit 3

### Put First Things First

Spend time doing what fits into your personal mission, observing the proper balance between productions and building production capacity. Identify the key roles that you take on in life, and make time for each of them.

## Habit 4

### Think Win/Win

Seek agreements and relationships that are mutually beneficial. In cases where a "win/win" deal cannot be achieved, accept the fact that agreeing to make "no deal" may be the best alternative. In developing an organizational culture, be sure to reward win/win behavior among employees and avoid inadvertently rewarding win/lose behavior.

## Habit 5

### Seek First to Understand, Then to Be Understood

First seek to understand the other person, and only then try to be understood. Stephen Covey presents this habit as the most important principle of interpersonal relations. Effective listening is not simply echoing what the other person has said through the lens of one's own experience. Rather, it is putting oneself in the perspective of the other person, listening empathically for both feeling and meaning.

## Habit 6

### Synergize

Through trustful communication, find ways to leverage individual differences to create a whole that is greater than the sum of the parts. Through mutual trust and understanding, one often can solve conflicts and find a better solution than would have been obtained through either person's own solution.

## Habit 7

### Sharpen the Saw

Take time out from production to build production capacity through personal renewal of the physical, mental, social/emotional, and spiritual dimensions. Maintain a balance among these dimensions.

# My Sample Heading 2

Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document.

## SubHeading 2.1

To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, you can add a matching cover page, header, and sidebar. Click Insert and then choose the elements you want from the different galleries.

Themes and styles also help keep your document coordinated. When you click Design and choose a new Theme, the pictures, charts, and SmartArt graphics change to match your new theme. When you apply styles, your headings change to match the new theme.

# My Sample Heading 3

Save time in Word with new buttons that show up where you need them. To change the way a picture fits in your document, click it and a button for layout options appears next to it. When you work on a table, click where you want to add a row or a column, and then click the plus sign.

Reading is easier, too, in the new Reading view. You can collapse parts of the document and focus on the text you want. If you need to stop reading before you reach the end, Word remembers where you left off - even on another device.

Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document.

To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, you can add a matching cover page, header, and sidebar. Click Insert and then choose the elements you want from the different galleries.

™Themes and styles also help keep your document coordinated. When you click Design and choose a new Theme, the pictures, charts, and SmartArt graphics change to match your new theme. When you apply styles, your headings change to match the new theme.

Save time in Word with new buttons that show up where you need them. To change the way a picture fits in your document, click it and a button for layout options appears next to it. When you work on a table, click where you want to add a row or a column, and then click the plus sign.

Reading is easier, too, in the new Reading view. You can collapse parts of the document and focus on the text you want. If you need to stop reading before you reach the end, Word remembers where you left off - even on another device.

Video provides a powerful way to help you prove your point. When you click Online Video, you can paste in the embed code for the video you want to add. You can also type a keyword to search online for the video that best fits your document.

To make your document look professionally produced, Word provides header, footer, cover page, and text box designs that complement each other. For example, you can add a matching cover page, header, and sidebar. Click Insert and then choose the elements you want from the different galleries.

Themes and styles also help keep your document coordinated. When you click Design and choose a new Theme, the pictures, charts, and SmartArt graphics change to match your new theme. When you apply styles, your headings change to match the new theme.

Save time in Word with new buttons that show up where you need them. To change the way a picture fits in your document, click it and a button for layout options appears next to it. When you work on a table, click where you want to add a row or a column, and then click the plus sign.

Reading is easier, too, in the new Reading view. You can collapse parts of the document and focus on the text you want. If you need to stop reading before you reach the end, Word remembers where you left off - even on another device.

The 7 habits

Summary of Stephen R. Covey's

# Inside –out: the change starts from within

*While working* on his doctorate in the 1970's, Stephen R. Covey reviewed 200 years of literature on success. He noticed that since the 1920's, success writings have focused on solutions to specific problems. In some cases such tactical advice may have been effective, but only for immediate issues and not for the long-term, underlying ones. The success literature of the last half of the 20th century largely attributed success to personality traits, skills, techniques, maintaining a positive attitude, etc. This philosophy can be referred to as the Personality Ethic.

“In his #1 bestseller, Stephen R. Covey presented a framework for personal effectiveness. The summary of the first part of his book, concluding with a following is a list of the seven habits.”

However, during the 150 years or so that preceded that period, the literature on success was more character oriented. It emphasized the deeper principles and foundations of success. This philosophy is known as the Character Ethic, under which success is attributed more to underlying characteristics such as integrity, courage, justice, patience, etc.

The elements of the Character Ethic are primary traits while those of the Personality Ethic are secondary. While secondary traits may help one to play the game to succeed in some specific circumstances, for long-term success both are necessary. One's character is what is most visible in long-term relationships. **Ralph Waldo Emerson** once said

"What you are shouts so loudly in my ears I cannot hear what you say."

The Seven Habits of Highly Effective People presents an "inside-out" approach to effectiveness that is centered on principles and character. Inside-out means that the change starts within oneself. For many people, this approach represents a paradigm shift away from the Personality Ethic and toward the Character Ethic.

# The Seven Habits - An Overview

Our character is a collection of our habits, and habits have a powerful role in our lives. Habits consist of knowledge, skill, and desire. Knowledge allows us to know what to do, skill gives us the ability to know how to do it, and desire is the motivation to do it.

Much of the success literature today tends to value independence, encouraging people to become liberated and do their own thing. The reality is that we are interdependent, and the independent model is not optimal for use in an interdependent environment that requires leaders and team players.

Finally, the seventh habit is one of renewal and continual improvement, that is, of building one's personal production capability. To be effective, one must find the proper balance between actually producing and improving one's capability to produce. Covey illustrates this point with the fable of the goose and the golden egg.

 **The Seven Habits move us through the following stages:**

* Dependence: the paradigm under which we are born, relying upon others to take care of us.
* Independence: the paradigm under which we can make our own decisions and take care of ourselves.
* Interdependence: the paradigm under which we cooperate to achieve something that cannot be achieved independently.

To make the choice to become interdependent, one first must be independent, since dependent people have not yet developed the character for interdependence. Therefore, the first three habits focus on self-mastery that is, achieving the private victories required to move from dependence to independence. The first three habits are:

**Habit 1:** Be Proactive

**Habit 2:** Begin with the End in Mind

**Habit 3:** Put First Things First

**Habits 4, 5, and 6** then address interdependence:

**Habit 4:** Think Win/Win

**Habit 5:** Seek First to Understand, Then to Be Understood

**Habit 6:** Synergize

The need for balance between production and production capability applies to physical, financial, and human assets. For example, in an organization the person in charge of a particular machine may increase the machine's immediate production by postponing scheduled maintenance. As a result of the increased output, this person may be rewarded with a promotion. However, the increased immediate output comes at the expense of future production since more maintenance will have to be performed on the machine later. The person who inherits the mess may even be blamed for the inevitable downtime and high maintenance expense.

Customer loyalty also is an asset to which the production and production capability balance applies. A restaurant may have a reputation for serving great food, but the owner may decide to cut costs and lower the quality of the food. Immediately, profits will soar, but soon the restaurant's reputation will be tarnished, the customer's trust will be lost, and profits will decline.

The above has been an introduction and overview of the 7 Habits. The following introduces the first habit in Covey's framework.

# Summary of 7 Habits

## Habit 1

### Be proactive

Change starts from within, and highly effective people make the decision to improve their lives through the things that they can influence rather than by simply reacting to external forces.

## Habit 2

### Begin with the End in Mind

Develop a principle-centered personal mission statement. Extend the mission statement into long-term goals based on personal principles.

## Habit 3

### Put First Things First

Spend time doing what fits into your personal mission, observing the proper balance between productions and building production capacity. Identify the key roles that you take on in life, and make time for each of them.

## Habit 4

### Think Win/Win

Seek agreements and relationships that are mutually beneficial. In cases where a "win/win" deal cannot be achieved, accept the fact that agreeing to make "no deal" may be the best alternative. In developing an organizational culture, be sure to reward win/win behavior among employees and avoid inadvertently rewarding win/lose behavior.

## Habit 5

### Seek First to Understand, Then to Be Understood

First seek to understand the other person, and only then try to be understood. Stephen Covey presents this habit as the most important principle of interpersonal relations. Effective listening is not simply echoing what the other person has said through the lens of one's own experience. Rather, it is putting oneself in the perspective of the other person, listening empathically for both feeling and meaning.

## Habit 6

### Synergize

Through trustful communication, find ways to leverage individual differences to create a whole that is greater than the sum of the parts. Through mutual trust and understanding, one often can solve conflicts and find a better solution than would have been obtained through either person's own solution.

## Habit 7

### Sharpen the Saw

Take time out from production to build production capacity through personal renewal of the physical, mental, social/emotional, and spiritual dimensions. Maintain a balance among these dimensions.

trustful communic the Saw ation, find ways to leverage individual differences to create a whole that is greater than the sum of the parts. Through mutual trust and understanding, one often can solve conflicts and find a better solution than would have been obtained through either person's own solution.

Hab

Since teachers can affect how students perceive the course materials, it has been found that teachers who showed enthusiasm towards the course materials and students can affect a positive learning experienc