



# دورة التطوير الشخصية: العادات السبع للأشخاص الأكثر فعالية



## دورة التطوير الشخصية: العادات السبع للأشخاص الأكثر فعالية

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### 'The 7 Habits of Highly Effective People' Overview:

This engaging corporate training course, 'The 7 Habits of Highly Effective People', offers a unique blend of life coaching courses, life skills training, and practical exercises that revolve around the time-tested principles of personal and professional effectiveness. Through this course, participants will delve into a transformative journey that combines the best of life coach training, communication skills courses, and self-improvement strategies. By introducing the famous 7 habits, we aim to bridge the gap between fundamental life skills, negotiation prowess, and personal effectiveness.

### Target Audience:

This course is designed for:

- Team Leaders and Managers seeking advanced interpersonal skills
- Executives aiming to boost their negotiation skills training
- Employees at all levels seeking personal effectiveness
- Individuals interested in self-development courses or self-improvement
- Professionals looking to earn a soft skills certificate

### Targeted Organizational Departments:

The course benefits multiple departments, including:

- Human Resources, for improved interpersonal communication and life skills training
- Sales and Marketing, for enhanced negotiations skills training
- Management and Leadership, for enriched life coaching courses and personal effectiveness strategies
- Personal Development and Training, for comprehensive life skills training and self-improvement courses

## Targeted Industries:

Industries that would benefit from this course include:

- IT and Software Development, where communication skills and personal effectiveness are crucial
- Retail and Sales, where negotiations skills training can significantly boost performance
- Healthcare and Education, where life skills and interpersonal skills are paramount
- Consultancy Services, for the requirement of enriched life coaching skills and self-improvement strategies

## Course Offerings:

By the end of this course, participants will be able to:

- Apply the principles and lessons from 'The 7 Habits of Highly Effective People' in their professional and personal life
- Employ interpersonal and negotiation skills learned through our communication skills course
- Utilize principles of personal vision, leadership, and management as life skills
- Understand and apply empathic communication and creative cooperation strategies
- Develop a holistic approach towards self-improvement and personal effectiveness

## Training Methodology:

Our training methodology integrates various interactive and collaborative methods like case studies, group work, interactive sessions, and feedback sessions. We utilize an amalgamation of traditional life coach training methodologies and modern skills training tools. Practical exercises and real-life scenarios play a crucial part in our life skills training. This approach ensures not only the learning of new skills but also their practical application, leading to tangible improvements in personal effectiveness.

## Course Toolbox:

Participants will be provided with various tools and resources, including:

- A workbook covering all seven habits and related exercises
- Access to online resources for life skills training and self-improvement
- Reading materials related to life coaching, communication skills, and interpersonal skills
- Checklists and templates for personal and professional development
- Certificate upon completion soft skills certificate

## Course Agenda:

### Day 1: Paradigms and Principles - Inside-out & The Seven Habits Overview

- Topic 1: Introduction to paradigms and principles of life coaching courses
- Topic 2: An inside-out approach: how self-development and life skills training influence personal effectiveness
  - Topic 3: The Seven Habits: an overview derived from self-improvement course perspectives
- Reflection & Review: Recap of the day's learnings, group discussions, and personal reflections

### Day 2: Private Victory - Habits 1, 2 & 3

- Topic 1: Habit 1 - Be proactive: Principles of personal vision from life coach training
- Topic 2: Habit 2 - Begin with the end in mind: Principles of personal leadership through a communication skills course lens
- Topic 3: Habit 3 - Put first things first: Understanding principles of personal management with insights from self discipline training courses
  - Reflection & Review: Recap of the day's learnings, interactive exercises, and individual reflections

### Day 3: Public Victory - Paradigms of Interdependence & Habits 4 & 5

- Topic 1: Exploring paradigms of interdependence: a fundamental concept in life skills training and interpersonal skills development
  - Topic 2: Habit 4 - Think win/win: Principles of interpersonal leadership, enhancing negotiation skills training
    - Topic 3: Habit 5 - Seek first to understand, then to be understood: Embracing principles of empathic communication in the context of a communication skills course
- Reflection & Review: Recap of the day's learnings, group discussions, and sharing of personal insights

## Day 4: Public Victory Continuation - Habit 6 & Introduction to Renewal

- ▣ Topic 1: Habit 6 - Synergize: Exploring principles of creative cooperation through life coaching courses and team dynamics exercises
- ▣ Topic 2: Introduction to Renewal: Understanding the importance of ongoing self-improvement and personal growth
- ▣ Topic 3: Setting the stage for Habit 7: The preliminary link between balanced self-renewal and Habit 7
  - ▣ Reflection & Review: Recap of the day's learnings and sharing of personal development insights

## Day 5: Habit 7 - Sharpen the Saw & Inside-out Again

- ▣ Topic 1: Habit 7 - Sharpen the saw: Deep-dive into principles of balanced self-renewal using self-improvement course methodologies
- ▣ Topic 2: Revisiting the Inside-out approach: Understanding how the 7 habits contribute to this paradigm and their overall influence on personal effectiveness
- ▣ Topic 3: Conclusion: Reflection on the complete journey of 'The 7 Habits of Highly Effective People' course and discussions on future application
  - ▣ Reflection & Review: Course wrap-up, feedback session, and discussion on future learning paths

## How This Course is Different from Other Self Development Courses:

Our course distinguishes itself through a dynamic blend of interactive methodologies and a strong emphasis on practical application. We leverage life coaching courses, communication skills courses, and a variety of other learning methodologies to enrich the experience. More than just a self-improvement course, we offer a comprehensive journey that boosts interpersonal skills, enhances negotiation abilities, and fosters overall personal effectiveness.



## فئات الدورات التدريبية



HR TRAINING & DEVELOPMENT

دورات إدارة و تطوير الموارد البشرية



دورات إدارة و تحليل البيانات ودورات علم البيانات



دورات إدارة الجودة وتطوير العمليات



الدورات التدريبية في مجال البيئة والاستدامة



دورات التسويق وإدارة علاقات العملاء وإدارة المبيعات



دورات التدريب القانوني والمشتريات والتعاقدات



دورات الاتصال الجماهيري و السياسات والعلاقات العامة



دورات النظم السيبراني ودورات تقنية المعلومات



دورات الصيانة ودورات المجالات الهندسية المتنوعة



دورات الصحة والسلامة والأمن المهني



دورات السكرتارية و إدارة المكاتب



دورات الحوكمة وإدارة المخاطر والامتثال



**AGILE LEADERS**  
Training Center

## فئات الدورات التدريبية



دورات معتمدة من قبل هيئات دولية



دورات في مجالات القيادة والإدارة



دورات المهارات الشخصية وتطوير الذات



دورات المحاسبة و التمويل و دورات الإدارة  
المالية



دورات مكتب إدارة المشاريع وإدارة المشاريع  
الرشيقية

## مدن التدريب



اسطنبول - تركيا



أمستردام - هولندا



أكرا - غانا



أثينا - اليونان



الرياض - المملكة العربية السعودية



الدوحة - قطر



الدار البيضاء - المغرب



الجبيل - المملكة العربية السعودية



باريس - فرنسا



المنامة - مملكة البحرين



الكويت - الكويت



القاهرة - مصر



براغ - جمهورية التشيك



بانكوك - تايلند



بالي - جمهورية إندونيسيا



باكو - أذربيجان

## مدن التدريب



جاكرتا - جمهورية اندونيسيا



تبليسي - جورجيا



بوكيت - تايلاند



برشلونة - إسبانيا



روما - إيطاليا



دبي - الإمارات العربية المتحدة



جوهانسبرغ - جنوب إفريقيا



جنيف - سويسرا



شهر الشيخ - قطر



سيول - كوريا الجنوبية



سان دييغو - الولايات المتحدة الأمريكية



زنجبار - تنزانيا



طوكيو - اليابان



طشقند - أوزبكستان



طرابزون - تركيا



شيكاغو - الولايات المتحدة الأمريكية

## مدن التدريب



كوالالمبور - ماليزيا



فيينا - النمسا



عن بعد - منصة زووم



عمان - المملكة الأردنية الهاشمية



ماربيا - اسبانيا



لندن - المملكة المتحدة



لانكاوي - ماليزيا



كيب تاون - جنوب إفريقيا



ميلان - إيطاليا



مونترنو - سويسرا



مسقط - سلطنة عمان



مدريد - إسبانيا



نيس - فرنسا



نيروبي - كينيا



ميونخ - ألمانيا

# WHO WE ARE

Agile Leaders is a renowned training center with a team of experienced experts in vocational training and development. With 20 years of industry experience, we are committed to helping executives and managers replace traditional practices with more effective and agile approaches.

## OUR VISION

We aspire to be the top choice training provider for organizations seeking to embrace agile business practices. As we progress towards our vision, our focus becomes increasingly customer-centric and agile.

## OUR MISSION

We are dedicated to developing value-adding, customer-centric agile training courses that deliver a clear return on investment. Guided by our core agile values, we ensure our training is actionable and impactful.

## WHAT DO WE OFFER

At Agile Leaders, we offer agile, bite-sized training courses that provide a real-life return on investment. Our courses focus on enhancing knowledge, improving skills, and changing attitudes. We achieve this through engaging and interactive training techniques, including Q&As, live discussions, games, and puzzles.



**AGILE LEADERS**  
Training Center

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