

The 7 Habits of Highly Effective People

Habit 1: Be Proactive

1. Principles of Personal Vision、『善用自由意志』摘要…

- ▶ 『社會的眼光、Social Mirror』：
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- ▶ 『刺激與回應之間、Between stimulus and response』：
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- ▶ 『定義主動積極、Proactive Defined』：
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- ▶ 『採取主動、Taking the initiative』：
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- ▶ 『消極與積極、Act or be acted upon』：
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- ▶ 『省察自己的言語、Listening to our language』：
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- ▶ 『關切與影響、Circle of concern / Cercle of influence』：
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- ▶ 『我們的回應、Direct, indirect, and no concern』：
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- ▶ 『擴大影響力、Expanding the circle of influence』：
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- ▶ 『我有與我可以、The Haves's and the Be's』：
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- ▶ 『後果與錯誤、The other end of the stick』：
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- ▶ 『信守諾言、Making and keeping the commitments』：
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- ▶ 『試著去實踐、Proactive the thirty days test』：
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2. 相關的經文…

- ▶ 關於『你的選擇、Your Choice』：
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- ▶ 關於『自由選擇自己的回應、The freedom to choose your response』：
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- ▶ 關於『專注在自己能掌控的事情上、Focus the time and energy on things we can control』：
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3. 分享與討論…

- ▶ 在這次的主題閱讀中，印象最深刻、或是對自己最有幫助的概念是什麼？
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- ▶ 最近有沒有什麼『善用自由意志、選擇』的經歷或經驗？
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- ▶ 有沒有什麼其他的分享？
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4. 我們的回應…

✎ 我們的回應：

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✎ 背誦經文：

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5. 摘要…

▶ 『你的選擇、Your Choice』：

- Your life doesn't just "happen." Whether you know it or not, it is carefully designed by you. The choices, after all, are yours. You choose happiness. You choose sadness. You choose decisiveness. You choose ambivalence. You choose success. You choose failure. You choose courage. You choose fear. Just remember that every moment, every situation, provides a new choice. And in doing so, it gives you a perfect opportunity to do things differently to produce more positive results.
- 你的生命並不是就這樣「發生」的。不論你是否意識到，它都是由你親手精心設計的。選擇，畢竟是屬於你的。你選擇喜樂，你選擇憂傷；你選擇果斷，你選擇猶豫；你選擇成功，你選擇失敗；你選擇勇敢，你選擇恐懼。請記得，每一刻、每一個情境都帶來新的選擇，而在選擇的過程中，你就擁有了一個完美的機會，去以不同的方式行事，並產生更正面的結果…。

▶ 『自由選擇自己的回應、The freedom to choose your response』：

- Habit 1: Be Proactive is about taking responsibility for your life. You can't keep blaming everything on your parents or grandparents. Proactive people recognize that they are "response-able." They don't blame genetics, circumstances, conditions, or conditioning for their behavior. They know they choose their behavior. Reactive people, on the other hand, are often affected by their physical environment. They find external sources to blame for their behavior. If the weather is good, they feel good. If it isn't, it affects their attitude and performance, and they blame the weather. All of these external forces act as stimuli that we respond to. Between the stimulus and the response is your greatest power--you have the freedom to choose your response. One of the most important things you choose is what you say. Your language is a good indicator of how you see yourself. A proactive person uses proactive language--I can, I will, I prefer, etc. A reactive person uses reactive language--I can't, I have to, if only. Reactive people believe they are not responsible for what they say and do--they have no choice.
- 習慣一：主動積極 講的是為自己的人生負責。你不能再把一切都歸咎於父母或祖父母。主動積極的人明白，他們是「能夠回應的」(response-able)。他們不會把自己的行為歸咎於基因、環境、條件或成長背景。他們知道，行為是自己選擇的。相反地，反應消極的人常常受制於外在環境。他們總是尋找外在的理由來解釋自己的行為。如果天氣好，他們心情好；如果天氣不好，他們的態度與表現就受影響，並且怪罪天氣。這些外在的力量，都像是刺激，而我們的回應則是反應。在「刺激」與「回應」之間，存在著你最大的力量——你有自由選擇自己的回應。其中最重要的選擇之一，就是你所說的話。語言正好反映你如何看待自己。主動積極的人使用主動積極的語言——「我能」、

「我會」、「我選擇」。反應消極的人則使用被動語言——「我不能」、「我必須」、「要是能…就好了」。反應消極的人相信自己對言行沒有責任，認為自己沒有選擇…。

- ▶ 『專注在自己能掌控的事情上、Focus the time and energy on things we can control』：
 - Instead of reacting to or worrying about conditions over which they have little or no control, proactive people focus their time and energy on things they can control. The problems, challenges, and opportunities we face fall into two areas--Circle of Concern and Circle of Influence. Proactive people focus their efforts on their Circle of Influence. They work on the things they can do something about: health, children, problems at work. Reactive people focus their efforts in the Circle of Concern--things over which they have little or no control: the national debt, terrorism, the weather. Gaining an awareness of the areas in which we expend our energies in is a giant step in becoming proactive.
 - 主動積極的人，不會只是對那些自己幾乎沒有掌控力的事情反應或擔憂，而是把時間和精力集中在自己能掌控的事情上。人生中面對的問題、挑戰和機會，大致分成兩個範圍——『關注圈、Circle of Concern』和『影響圈、Circle of Influence』。主動積極的人專注於自己的影響圈，努力在能夠發揮作用的事上行動：健康、孩子、工作上的問題。而反應消極的人則把精力花在關注圈裡——那些他們幾乎沒有能力改變的事：國家債務、恐怖主義、天氣。能夠意識到我們把精力花在哪個圈子裡，是邁向主動積極的一大步…。