

[Implement “The 7 Habits . . . “](#)

By [Cordell Parvin](#) on March 31st, 2014

How can you implement [Stephen Covey](#)’s “The 7 Habits of Highly Effective People?” To get you started read a [short summary](#).

Here is how YOU might use the 7 Habits:

Habit 1: Be Proactive: Take responsibility for your own success and fulfillment and focused on things within your control rather than things outside your control.

Habit 2: Begin with the End in Mind: What is your definition of long-term success? Ask: Where would you like to be in your career five years from now? 20 years from now?

Habit 3: Put First Things First: Don’t focus on balance. Instead focus on your priorities. You might get off track, but if you have identified your priorities, you know when you are off track and will be better able to get back on track.

Habit 4: Think Win-Win: Be generous sharing credit and generous with your time teaching younger lawyers.

Habit 5: Seek First to Understand, Then to Be Understood: Learn to ask better questions and listen before speaking. Learn to probe deeper than what the client or what the associate is telling you.

Habit 6: Synergize: Build your team within your firm and with your client contacts.

Habit 7: Sharpen the Saw: The day you finished the Bar Exam you might have thought your learning was complete. In truth, it had just begun. Do something each and every day that enables you to be a better lawyer and learn how to better serve your clients.

Cordell M. Parvin built a national construction practice during his 35 years practicing law. At *Jenkins & Gilchrist*, Mr. Parvin was the Construction Law Practice Group Leader and was also responsible for the firm’s attorney development practice. While there he taught client development and created a coaching program for junior partners. In 2005, Mr. Parvin left the firm and started *Cordell Parvin LLC*. He now works with lawyers and law firms on career development and planning and client development. He is the co-author of *Say Ciao to Chow Mein: Conquering Career Burnout* and other books for lawyers. To learn more visit his Web site, www.cordellparvin.com or contact him at cparvin@cordellparvin.com.

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