

Sharpen the Saw

Again- Here is LEAD time for this week. We are going to continue working on Habit 7.

1. You can do a read aloud with the book Owl Moon. If you have it, you may read it, otherwise it is on bookflix. (I have a copy as well)
 - a. <http://bkflix.grolier.com/sw/node-33978/bk0016pr>
 - b. username is 6795orange-password is aea267

Remember last week how we talked about the 4 dimensions in habit 7? Review the 4 dimensions- As I read Owl Moon, think about parts that could fit in each section. (you may read straight through then discuss, or you may stop at strategic points)

At 1:25 you can stop the video after you read about the sounds of the dogs and trains and talk about how it was a dream. Talk about how last week we talked about habit 7 and the 4 dimensions: body, mind, soul, heart-Mention how this is probably good for the soul and how relaxing all of those sounds are to the boy and his dad. Key in on the word DREAM

5:40-I almost smiled too-the sounds of the owl echoing back helps the soul feel good

You may want to talk about a moment in the book at 7:34 where it says-“he kind of hope that flies on silent wings” Have the kids talk and figure out what the author meant by that.

At the end you can use the flipchart from last time and list parts of the book that had to do with each dimension

Body: Walking, staying warm

Mind: Concentrate on the owl calling, staying quiet as to not scare owls

Soul: Being outside, hearing the sounds of nature

Heart: building a relationship with dad

2. If the younger grades think this is too complex, you could use the attached worksheet or have them create their own to draw pictures as to what they can do in each area.

This week we will talk about habit 7 in Lead time.

1. Read the story out of the 7 habits of Happy kids book about Habit 7 called Sleepy Sophie. Follow the discussion prompts after the story that are in the book. Then talk about what you could do in each area to sharpen the saw.
2. <https://www.youtube.com/watch?v=mldhw1R4xys> Grades 3-5 could watch this video about test taking and brainstorm in each quadrant what to do to do your best at the IA assessments. You may use the attached flipchart!

Sharpen the Saw Window Pane

What are you doing in each area? You may use words or pictures.

<p><u>Body:</u></p>	<p><u>Brain:</u></p>
<p><u>Soul:</u></p>	<p><u>Heart:</u></p>

Workbook #10 – Habit 7: Sharpen the Saw

“The time to repair the roof is when the sun is shining.”

- John F. Kennedy

◆ INTRODUCTION

Habit 7: Sharpen the Saw is about balanced renewal in all four dimensions of human need: physical, mental, social/emotional, and spiritual. As you renew yourself in each of the four areas, you create growth and change in your life. You increase your capacity to produce and handle the challenges around you. When you don't renew yourself, you limit or even reverse your growth, and limit or decrease your capacity to produce and your ability to handle challenges.

So you're thinking, “I don't have time to Sharpen the Saw.” How can sharpening the saw increase capacity? Think about it:

- Time to cut a log with a dull saw – thirty minutes
- Time to sharpen the saw – five minutes
- Time to cut the log with a sharp saw – ten minutes

Ka-ching! You just saved yourself fifteen minutes. You've never cut a log? How does this apply to you?

- Time left until your deadline and you're exhausted – five hours
- Time to Sharpen the Saw, refocus, and feel ready to go – thirty minutes
- Time to finish the project when your refreshed – three hours

Ka-ching! You just saved yourself ninety minutes. That's how it applies to you.

Rate How You Renew

1. Read the Sharpen the Saw introduction section on page 206 of the *Teens* book.
2. Complete the assessment below and on the next page.



N = Never S = Sometimes A = Always

I eat a nutritious diet and try to stay away from junk food.	N	S	A
I exercise regularly.	N	S	A
I get enough sleep.	N	S	A
I take care of personal hygiene.	N	S	A
I take time to relax.	N	S	A



I regularly read good books, magazines, or newspapers, or I listen to the news.	N	S	A
I play or listen to good music.	N	S	A
I write or draw.	N	S	A
I attend cultural events, watch uplifting movies, or view educational television programs.	N	S	A
I learn new skills and develop my talents.	N	S	A



I laugh out loud at least once a day.	N	S	A
I make deposits into my Relationship Bank Accounts.	N	S	A
I make deposits into my Personal Bank Account.	N	S	A
I use my talents.	N	S	A
I develop new relationships.	N	S	A



I pray or meditate regularly.	N	S	A
I keep a journal/diary.	N	S	A
I read poetry or other inspiring literature.	N	S	A
I enjoy nature by going on walks, looking at landscapes, or taking time to enjoy a sunset.	N	S	A

◆ **BALANCE IS BETTER**

Habit 7: Sharpen the Saw is about keeping your personal self sharp so you can better deal with life. To perform at your peak, you need to pay attention to all four dimensions. Balancing them is important because what you do in one dimension of life will affect the other three. Think about it. If one of your car's tires is out of balance, all four tires will wear unevenly, not just one. It's hard to be friendly (heart) when you're exhausted (body). It also works the other way. When you're feeling motivated and in tune with yourself (soul), it's easier to focus on your studies (mind) and be more friendly (heart).

Maintain Your Balance

1. Read the Balance is Better section that appears on page 207 of the *Teens* book.
2. In the table below, list three ways you renew yourself in each dimension.



DIMENSION	HOW I RENEW MYSELF		
<i>Body</i>	_____	_____	_____
<i>Brain</i>	_____	_____	_____
<i>Heart</i>	_____	_____	_____
<i>Soul</i>	_____	_____	_____

3. Now, identify three NEW ways to renew yourself.



DIMENSION	HOW I CAN RENEW MYSELF		
<i>Body</i>	_____	_____	_____
<i>Brain</i>	_____	_____	_____
<i>Heart</i>	_____	_____	_____
<i>Soul</i>	_____	_____	_____

EVERYONE IS A HOUSE WITH FOUR ROOMS: PHYSICAL, MENTAL, EMOTIONAL, AND SPIRITUAL. UNLESS WE GO INTO EVERY ROOM EVERY DAY, EVEN IF ONLY TO KEEP IT AIRED, WE ARE NOT A COMPLETE PERSON.

- RUMER GODDEN



Take Time for Time-Out

Habit 7: Sharpen the Saw teaches that, like a car, you need regular tune-ups and oil changes. You need time to rejuvenate and rest. You need time to relax and unstring your bow. Treat yourself to a little pampering – that is what sharpening the saw is all about.

Find Ways to Relax

Read the Take Time for a Time-Out section that appears on page 207 of the *Teens* book.

Ten Things I can do to take a Time-out are...

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

**WITHIN YOU IS A STILLNESS AND SANCTUARY
TO WHICH YOU CAN RETREAT AT ANY TIME
AND BE YOURSELF.**

- HERMANN HESSE

During your teenage years, your voice will change, your hormones will run rampant, and curves and muscles will begin springing up all over. Welcome to your new body!

Habit 7: Sharpen the Saw explains that this ever-changing body of yours is really quite a marvelous machine. You can handle it with care, or you can abuse it. You can control it, or let it control you. In short, your body is a tool, and if you take good care of it, it will serve you well.

Assess Your Physical Renewal

Read the Caring for Your Body section on pages 208-215 of the *Teens* book.

Assess your physical wellness by placing a checkmark next to the items that you do REGULARLY.

- I stay informed and current on both health and fitness information. _____
- I exercise twenty to thirty minutes at least three times a week. _____
- I am fully aware of my need for fruits, vegetables, vitamins, and minerals. _____
- I increase or maintain a strength program. _____
- I stay informed and current on both health and fitness information. _____
- I include cardiovascular and flexibility activities in my exercises. _____
- I get the right amount of sleep. _____
- I rest or relax when my body needs it. _____
- I eat junk food or fast food less than twice a week. _____
- I deal with stress effectively and positively. _____



**PEOPLE WHO CANNOT FIND TIME
FOR RECREATION ARE OBLIGED
SOONER OR LATER TO FIND
TIME FOR ILLNESS.**

- JOHN WANAMAKER

To me, health and renewal mean...



An activity that I've seen other people doing that I'd like to try is...

I want to learn more about nutrition. True or false? If true: specifically, I am interested in...

I want to learn more about fitness. True or false? If true: specifically, I am interested in...

To achieve physical health, you might need to go beyond your usual idea of what health and fitness really are. If you're struggling to feel your best, refer to the checklist on the previous page of this packet. Would one of the unchecked items be a good place to start?

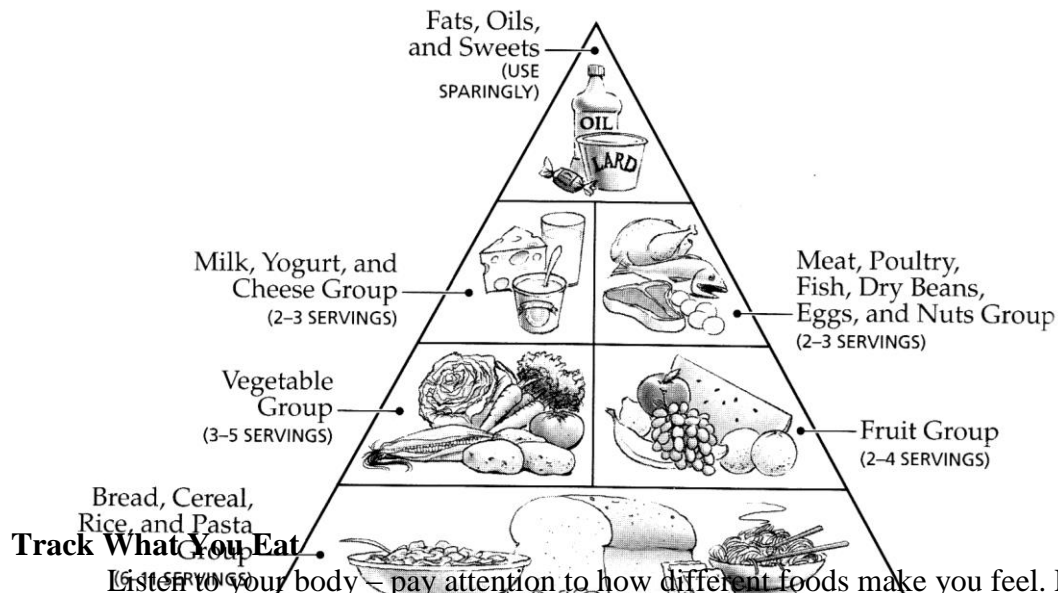
◆ EXAMINE WHAT YOU EAT

Part of Habit 7: Sharpen the Saw is paying attention to your health. You can't do anything without it. So for peak performance, you need the right fuel.

What are you eating?

To avoid extremes in your diet, use the USDA food pyramid as a guide. The food pyramid is a moderate and balanced approach to nutrition. It encourages you to eat more whole grains, fruits, vegetables, and low-fat dairy products and to avoid fast food, junk food, and snacks, which are often loaded with fat, sugar, and salt.

The old saying "everything in moderation" applies to food other parts of life.



Track What You Eat

Listen to your body — pay attention to how different foods make you feel. From that knowledge, develop your own do's and don'ts. Everybody responds differently. For example, if some people eat a big meal before bed, they don't sleep well.

Use the following food diary form to track what you eat for one week.

Day 1

Day 2

Day 3

Day 4

Day 5

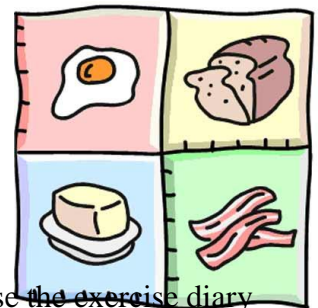
Day 6

Day 7

Can you see a link between what you ate and how you felt?

(Answer at the end of the seven days.) I was surprised to see how well or how poorly I ate. True or false? (Describe your feelings below.)

The areas I see for improvement in my diet are...



How much you exercise can also affect the way you feel. For one week, use the exercise diary form below to track how many minutes a day you exercise.

Minutes

Activity

Day 1 _____

Day 2 _____

Day 3 _____

Day 4 _____

Day 5 _____

Day 6 _____

Day 7 _____



◆ **FOCUS ON HOW YOU FEEL, NOT ON HOW YOU LOOK**

In your quest for a better physique, make sure you don't get too obsessed with your appearance. As you've probably noticed, society is hung up on "looks." Just walk into any grocery store and look at the perfect people who are on the covers of nearly every magazine. Kind of makes you self-conscious about your physical imperfections, doesn't it?

Before you start comparing yourself to the models on the covers of *Cosmopolitan* and *Muscle and Fitness* and begin hating everything about your body and looks, remember that thousands of healthy and happy teens don't have high cheekbones or rock-hard abs. In fact, many successful singers, talk show hosts, dancers, athletes, actors, and actresses have all kinds of physical imperfections but are still admired and successful.

The important thing is feeling good physically – not so much looking good physically.



**FORGET SUPERMODELS. IF MORE PEOPLE
COULD
LOOK LIKE THEM, THEY WOULDN'T BE CALLED
SUPER.**

- SANDY WEINSTEIN

◆ **AVOID DESTRUCTIVE ADDICTIONS**

Just as there are ways to care for your body, there are ways to destroy it. And using addictive substances such as alcohol, drugs, and tobacco is the fastest way to do it. Alcohol, for example, is often



associated with the three leading causes of death among teens: car accidents, suicide, and homicide. As well as being a major cause of lung cancer and respiratory disease, smoking has been proven to cloud your eyes, cause premature skin aging, yellow your teeth, triple your cavities, cause receding gums, and discolor your skin.

Perhaps the worst thing about picking up an addiction is you're no longer in control – your addiction is. You may think is something that happens to someone else and that you could quit anytime. In reality, it's hard. Only 25 percent of teen tobacco users who try to quit are successful.

Test Your Alcohol Smarts

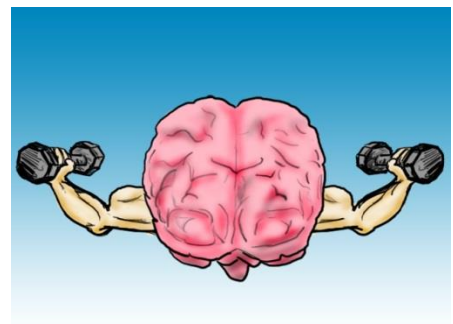
Let's see how much you know about alcohol and its dangers. Answer the following "true" or "false." (We will go over your answers together in class later on.)

1. True False Most teens are drinking alcohol.
2. True False Beer and wine are "safer" than liquor.
3. True False As long as you're not drinking, being around others who are _____ won't hurt anything.
4. True False You can't overdose on alcohol.
5. True False Alcohol damages your body.
6. True False Alcohol damages your brain.
7. True False Drinking alcohol makes you more attractive.
8. True False You can't say no to alcohol and still fit in.
9. True False Drinking alcohol is something you do on the weekend; it doesn't affect your school performance.
10. True False It is illegal to buy or possess alcohol if you are under twenty-one years old.
11. True False All teenagers will drink at some point, not matter what.
12. True False The following are slang names for alcohol: booze, sauce, brews, _____ brewskis, hooch, hard stuff, and juice.
13. True False It doesn't matter if you mix alcohol with other drugs – like medicine.



◆ CARE FOR YOUR BRAIN

The mental dimension of Habit 7: Sharpen the Saw means developing brain power through your schooling, extracurricular activities, hobbies, jobs, and other mind-enlarging experiences.



An educated mind is much more than a diploma on a wall, even though that's an important part of it. An educated mind is like a well-conditioned ballerina. A ballerina has perfect control over her muscles. Her body will bend, twist, jump, and turn perfectly at her command. Similarly, an educated mind can focus, synthesize, write, speak, create, analyze, explore, imagine, and so much more. To do that, however, takes training. It doesn't just happen.

In today's world, if you don't keep yourself mentally sharp, you're in big trouble. Mental stimulation comes from a wide variety of sources – fiction, art, educational T.V., puzzles, and games can be about stretching yourself mentally as well.

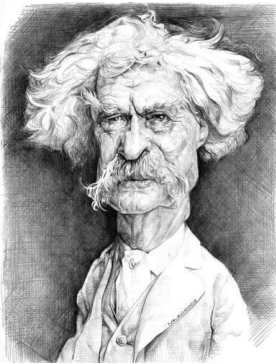
Assess Your Brain Power

1. Read the Caring for Your Brain section that appears on pages 216-227 of the *Teens* book.
2. Complete the following assessment.

N = Never S = Sometimes A = Always

I read newspapers.	N	S	A
I keep a journal or some sort of log, or have a regular writing time.	N	S	A
I travel to see different cultures or areas of historical interest.	N	S	A
I enjoy watching the Discovery Channel, History Channel, PBS, or any other educational programs.	N	S	A
I listen to or watch the news on radio, T.V., or the Internet.	N	S	A
I set some time for silence to clear my mind, relax, and think about things.	N	S	A
I have researched my family roots.	N	S	A
I have written a poem, song, or story.	N	S	A
I play challenging card or board games.	N	S	A
I visit museums.	N	S	A
I go to cultural events such as plays, ballets, operas, or the symphony.	N	S	A
I play a musical instrument.	N	S	A
I like to do crossword puzzles.	N	S	A

I have deep and stimulating conversations with friends and family about religion, politics, philosophy, or culture.	N	S	A
I use the Internet to research topics for school.	N	S	A
I can follow a recipe and cook a good meal.	N	S	A
I know at least a little about car maintenance and repair.	N	S	A
I visit the school or public library.	N	S	A
I do a good job on my homework.	N	S	A
I practice learning a foreign language.	N	S	A
I read books just for fun.	N	S	A



**TAKE OUT YOUR BRAIN AND
JUMP ON IT – IT GETS ALL
CAKED UP.**

- MARK TWAIN

◆ SHARPEN YOUR MIND

You can find a million ways to keep your mind alert and sharp. But quite simply, the easiest and quickest way is to read. Just simply read. Reading is the foundation for everything else. But if you're already doing that, here are some more ways to sharpen your mind.

- Read a newspaper every day (local paper, school paper, *USA Today*, *Orange County Register*).
- Go to class, stay awake, and take notes.
- Watch educational T.V. shows or documentaries (e.g. PBS) occasionally.
- Get involved in local politics.

Keep Sharp

I keep my mind sharp by...



This week I learned these things that I didn't know before:

My favorite book is (or a few of your favorites if you can't pick just one):

Remember what you learned in the Paradigms and Principles chapter about becoming too school-centered? Well, keep that in mind when caring for your mind. Of course, you don't want to drop out of school! Grades are important because they lead to future educational opportunities. But you can get other educational opportunities from school, not just grades.

Don't get too worried or stressed today about your college major. If you can simply learn to think well are well-rounded in your activities, you will have plenty of career and education options to choose from.

Future careers I feel an interest in pursuing are...

What I am doing now to determine if that's really what I want to do is...

◆ CARE FOR YOUR HEART

Do you ever feel as if you're riding an emotional roller coaster – up one day and down the next? Your heart is temperamental. And it needs constant nourishment and care, just like your body.

Habit 7: Sharpen the Saw teaches that the best way to nourish your heart is to nourish relationships – both with yourself and with others. Over time, good feelings build on one another. If you approach life this way, you'll be amazed at how much happiness you can give others and find for yourself.

Meaningful relationships are not like the mold accumulating on the cheddar cheese in your fridge. They require conscious effort. Don't forget, each relationship is like a bank account. The quality of the relationship depends on what you put into it.

Strengthen Your Relationship



Maintaining strong relationships with others is a vital part of caring for your heart. But just as you learned in the Paradigms and Principles chapter about becoming too friend-centered, you are more likely to ride an emotional roller coaster if you let your friends influence how you feel about yourself.

The relationship in my life that I can strengthen is...

The benefits that would come from building others up instead of tearing them down are...

Check off the items that describe you:

- I am reliable and dependable. _____
- I have a hopeful outlook on life. _____
- I am trusting and supportive of people who are close to me. _____
- I listen to others and hear what they have to say rather than thinking of what I want to say next. _____
- I reach out to others. _____
- I maintain my most important relationships. _____
- I sincerely apologize when I need to. _____
- I can push through the “hard times.” _____
- I am aware of what it means to take good care of myself. _____
- I can control my impulses. I cool down rather than react to people and situations. _____

If you're struggling to “care for your heart,” refer to the checklist above. Would one of the unchecked items be a good place to start?

◆ LAUGH OR YOU'LL CRY

After all is said and done, there is one key ingredient to keeping your heart healthy and strong. Just laugh – loud and long and clear. (Isn't that what Mary Poppins said?)

Did you know that by the time you reach kindergarten, you laugh about three hundred times a day? In contrast, the typical adult laughs a measly seventeen



times a day. Where are you? Three hundred times a day or seventeen?

Laughter also promotes good health and speedy recoveries, so it's not just good for you heart – it's good for your body!

If you're not laughing much now, do something about it. Start a humor collection – collect funny stories, funny movies, and jokes. Remember to never let your laughter become unkind or at the expense of others. Learn to laugh at yourself when strange things happen to you or when you do something kind of stupid.

Look for Ways to Laugh

These things always make me laugh:

My three favorite funny movies are...

1. _____
2. _____
3. _____

My favorite line from a movie that just cracks me up is...

My favorite comic strip in the newspaper is...

My favorite comedian/comedienne is...

Something that made me laugh today was...

**LAUGHTER IS THE SHORTEST DISTANCE BETWEEN
TWO PEOPLE.**

- VICTOR BORGE

Care for Your Soul

Your soul is your center. In your soul lie your deepest convictions and values. It is the source for purpose, meaning, and inner peace. Habit 7: Sharpen the Saw teaches that sharpening the saw in the spiritual area of life means taking time to renew and awaken that inner self.

What would happen to someone who drank only soft drinks and ate only chocolate for several years? What would he or she look like and feel like after a while? Would the result be any different if you fed your soul trash for several years? You're not only what you eat, you're also what you listen to, read, and see. More important than what goes into your body is what goes into your soul.

Your soul is a very private area of your life. You can feed it in many ways. Here are some ideas shared by others:

- Meditating
- Listening to inspirational music
- Serving others
- Praying
- Being in nature

Feed Your Soul the Good Stuff

I feed my soul by... (Describe your actions.)

Some new things I would like to add are...

Am I feeding my soul nutrients or junk? Am I putting things into my soul that I really don't want in there? Some of these things are...

You choose what you're going to feed your soul with – don't let the world decide for you. The media has a light side and a dark side.

The kind of media I am exposing my soul to is...

The media exposure that I find harmful to my moods is...



I think this happens because...

Rate Your Ability to Care for Your Soul

Check off the items that describe you.

- I have defined what my values are and I plan to live my life accordingly. _____
- I have created my mission statement. I rely on it to give vision to my purpose in life. I renew each day through meditation, prayer, study, or reflection. _____
- I frequently spend time in a place where I can spiritually renew, such as in nature, a synagogue, a chapel, or a temple. _____
- I live with integrity and honor. _____
- I keep my heart open to the truth. _____
- I make a stand or tell the truth, even when opposed by others. _____
- I frequently serve others with no expectations of a returned favor. _____
- I can identify which things in life I can change and which things I cannot. I let go of the things I cannot change. _____

◆ GETTING BACK TO NATURE

Habit 7: Sharpen the Saw explains that there is something special about getting into nature. Even if you live in a downtown area far removed from rivers, mountains, or beaches, there is usually a park nearby. Getting into nature is a great way to nourish your soul.

Make a Date with Nature

1. Read the Getting Back to Nature section that appears on page 235 of the *Teens* book.
2. Choose one of the following activities to help you get in touch with nature this week:
 - Plant some flowers, vegetables, or other pretty foliage.
 - Weed a flower bed or vegetable garden every day of this week.
 - Mow or water the lawn once this week.
 - Watch the sunset and sunrise and notice their differences.
 - Look on your calendar to see the date of the next full moon. Schedule time to look at it.

- Watch for the different phases of the moon, and recognize how each phase affects the way the moon looks.
- Take a walk in your neighborhood. Notice the types of trees you see, the birds that fly there, the insects that crawl around, and the flowers that grow.
- Go to the zoo. Choose two different animals to observe, and watch them for fifteen minutes each. Identify the differences between them.
- Compare a river to a lake. Recognize the differences between them.
- Identify different states of water (for example, ice, clouds, etc.). Find examples of these in your community.
- Go to the hills, mountains, or even your local park near you, and identify natural habitats.
- Any other activity you can think of that helps you appreciate and focus on nature!

The activity that I chose was _____

My experience with nature made feel... (Describe your experience.)

◆ GET REAL

When you think about renewal, do you think, “Get real. Who has the time? I’m at school all day, I have activities after school, and I study all night.” There is a time for everything – a time to be balanced and a time to be imbalanced. Imbalance happens, and you will have times when you don’t get enough sleep, eat too much junk food, and spend too much time studying or working to get any exercise. But there are also times for renewal.

If you go too hard for too long, you won’t think as clearly, you’ll be cranky, and you’ll begin to lose perspective. You think you don’t have time for building relationships, getting exercise, spending time getting in touch with your soul; but in reality, you don’t have time not to.

Regain Your Balance

I have been out of balance lately. True or false?

Why or why not?



I can get back into a more stable and balanced routine by doing...

Believe it or not, just doing this workbook is helping you create more balance in life – if you’ve done the exercises and taken seriously the ideas presented here, if you’ve taken the time to feed your body, your mind, your heart, and your soul! Good job!

BALANCE IS THE KEY TO SUCCESS IN ALL THINGS. DO NOT NEGLECT YOUR MIND, BODY, OR SPIRIT. INVEST TIME AND ENERGY IN ALL OF THEM EQUALLY – IT WILL BE THE BEST INVESTMENT YOU EVER MAKE, NOT JUST FOR YOUR LIFE BUT FOR WHATEVER IS TO FOLLOW.

- TANYA WHEWAY