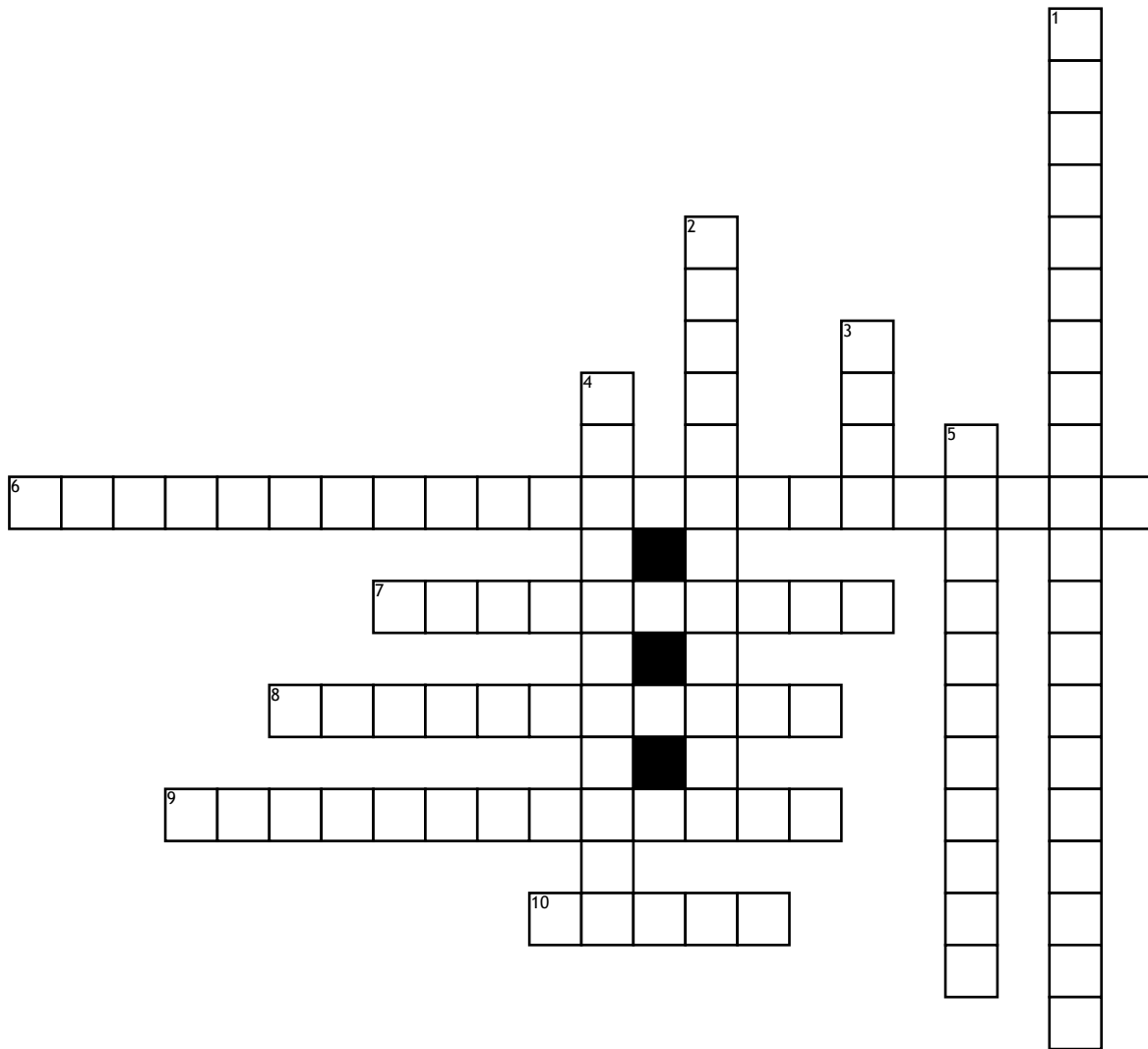


Name: _____

Covey Habit 3



Across

6. the ability to maintain level of work
7. Organizing ideas so that the first most important thing is first
8. urgent and important
9. urgent but not important
10. delegation that is constant 1-on-1 supervision

Down

1. a way of measuring time to organize situations based on urgency and importance
2. not urgent and not important
3. a device or implement used to carry out a particular function
4. not urgent but important
5. delegation that is result focused. Gives people a choice and makes them responsible for results