

## The Eight Keys of Excellence

a basic framework for personal effectiveness and create a positive environment for learning.



### Live in **INTEGRITY**

Conduct yourself with authenticity, sincerity and wholeness that results when your values and behavior are aligned.

### Acknowledge **FAILURE LEADS TO SUCCESS**

Understand that failures simply provide us with the information we need so we can succeed. There are no failures, only outcomes and feedback. Everything can be useful if we know how to view it.

### **SPEAK WITH GOOD PURPOSE**

Speak in a positive sense with good intent, being responsible for honest and direct communication. Avoid gossip and harmful communication.

### Live in the Now - **THIS IS IT!**

Focus your attention on the present moment. Each moment counts. Give each task your best effort.

### Affirm your **COMMITMENT**

Follow through on your promises and obligations; live your vision. Do whatever it takes to get the job done.

### Take **OWNERSHIP**

Take responsibility and be accountable for your actions. Be someone who can be counted upon, someone who responds.

### Stay **FLEXIBLE**

Be open to change or a new approach when it helps you get the outcome you desire.

### Keep your **BALANCE**

Keep your mind, body, and spirit in alignment. Balance self, work, and family.

(Reprinted, with permission from Bobbi DePorter, [The Learning Forum](#).)