

## Coaching Preparation Form

Preparing for the coaching session will allow you to optimize your results and our time together. The use of this form is optional. Feel free to fax or e-mail this form in advance of our session.

Prior to the session, you may wish to answer the following questions. Use additional pages as necessary.

1. How am I today, right now? How has my week been?
2. What do I want to get out of the call today?
3. What action did I take since our last session? What were my wins/challenges?
4. What do I have to report? What do I want to be held accountable for?
5. What issues do I want to deepen on our call today? What are the challenges, concerns, achievements, or areas of learning to be addressed?
6. Debrief of last week's inquiry:
7. What else?