



Coaching Prep Form

Name: _____ Date: _____

In order to make the best use of our time together, it is most valuable for you to set the agenda for our sessions so that the focus will be on what is important to you right now. Please e-mail to me 24 hours prior to each session.

1. What I have accomplished/insights/successes since our last session:

2. What I didn't get done but I still want to be held accountable for:

3. What I seem to be struggling with, challenged by:

4. What I want to focus on today, what I want to get out of this session:

As we wrap up the coaching session, jot down what you plan/agree to work on this week: