

CLIENT CALL PREPARATION FORM

Please complete and email to me 24 hours before next coaching call.

NAME	DATE/TIME OF CALL
<p>Since our last call - what aspects have you found most useful?</p>	<p>Since our last call – what tasks have you achieved?</p> <ul style="list-style-type: none">• Tasks agreed; • Other tasks?
<p>Since our last call – what remains unaccomplished?</p>	<p>What tasks do you want to achieve before the next call?</p>
<p>What is your main focus for discussion on the coming call?</p>	<p>What challenges do you want me to be exploring/contemplating for you before your next call?</p>
<p>On a scale of 1-10 (10 being fully satisfied) please rate the coaching effects so far.</p>	<p>What can I do to improve my coaching for your particular needs?</p>