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## CONTATCT INFORMATION

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**Coaching Session Preparation Sheet**

I have found that preparation ahead of time will help you get the most out of our sessions and the coaching experience. Debriefing your activities between sessions, acknowledging your successes, analyzing your roadblocks, articulating your needs, and brainstorming possibilities can be invaluable. Completing this form is OPTIONAL – feel free to use it to prepare your thoughts for our sessions.

1. What have I accomplished since our last session? What am I most proud of?
2. What have I learned about myself or others? How will that inform future actions?
3. What are the most important challenges I am facing right now?
4. What are the particular opportunities available to me next week/next month?
5. I want to use the session to:
6. Anything else I want to share with my coach?