

101 Skills, Goals & Solutions To Work On With Your Coach by Thomas J. Leonard with assistance from coaches at Coach U

101 Things To Work On With Your Coach

Your Name _____

Coach's Name _____

Date _____

Coach's Fax/E-mail _____

Section 1. Business / Career Success

Priority Level

Low→High

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1. I see the importance providing even **more** value to my clients or customers **than** they receive currently.

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2. I need to make a change or advancement in my **career or profession**.

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3. It's important to learn how to **better prepare my staff, customers or colleagues for change**.

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4. I need to put together a budget, proforma and/or strategic **plan for my business project**.

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5. I need to become **more effective and/or efficient** in how I do my work or run my business.

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6. I see the need to deliver work or service at a **higher level of excellence**, standards or even perfection.

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7. I want to more easily and **more powerfully influence** my staff, vendors and colleagues.

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8. I feel the need to **invest more time and money** into my business / professional skill set.

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9. I definitely need to feel, think and **act more like a strong leader** than I do now.

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10. It's important to me to **build and leave a legacy** in this lifetime.

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11. I could probably **better leverage my assets, resources, connections and talents**.

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12. I see the need to become a **stronger, more effective manager** of people, projects and results.

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13. I am ready to **totally master what I do** professionally. I want to be the best at what I do.

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14. I wish to learn **key negotiating skills** which will help me get what I want, but also create a Win-Win-Win.

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15. I need to increase the size, scope and depth of my **professional network and community**.

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16. I see the need to **increase my personal or company's productivity** significantly.

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17. I want to feel like a real pro and be **regarded as a real pro** by my customers and colleagues.

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18. I definitely want to **increase the profits** of my business.

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19. I have an **important project** that would probably progress more smoothly if I had a coach for support.

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20. I need to learn and really **master selling skills** so that I can increase revenue immediately.

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21. I need to develop a **marketing plan** or create unique ways to market my product or service.

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22. I need to **install administrative, selling or management systems** in my business or work.

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23. I want to learn **effective teambuilding skills** and management techniques to bring out the best of my group.

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24. I want to **improve my timing, synergy and synchronicity** so that I don't miss out on opportunities.

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25. I feel the need to properly **articulate my business or professional vision** so that it is compelling.

Section 2. Dealing With Life

Priority Level

Low→High

- 26. I recognize the need to become someone who **accepts things more readily**, with less resistance.
- 27. I want to more **quickly assimilate what I notice, experience or learn**, and apply it immediately.
- 28. I see the need to become a **"bigger", more magnanimous person** and I'm ready to change.
- 29. I need to set **much wider boundaries** so that I am not taken advantage of, or disrespected, by others.
- 30. I need to become a much more **compassionate person** and more patient with others.
- 31. I have important projects, situations or **problems that I haven't finished**, but need to.
- 32. I need to gain a **broadier perspective or context** about life, myself, my life and/or my work.
- 33. My life is fairly **"expensive"** to my body, heart and/or spirit and I need to **reduce these "stress costs"**.
- 34. I would be more effective and successful if I had **more of an Edge** or more inner confidence.
- 35. I believe I can get a lot more done with a lot less effort. I want **life to be effortless**.
- 36. I have noticed others who are very **graceful in how they deal with life** and I want to be that way as well.
- 37. I would like to be **more grateful** for what I do have, instead of always needing more.
- 38. I am someone who is ready to **take a lot more initiative** in certain parts of my personal and business life.
- 39. I need to **more fully integrate** the various elements of my personal life and work life.
- 40. I need to **increase the level of integrity** in my life; I currently feel out of integrity in at least one area of my life.
- 41. I would like to **better prioritize** my goals, responsibilities, roles and projects so that I don't fall behind.
- 42. I feel overwhelmed or am in a swirl, and feel the need to **get back on a more solid footing based in reality**.
- 43. I find myself slowed down by either **resistance or fear**, or both, and I am ready to work through this.
- 44. I wish to become a person who **responds quickly and fully** to both opportunities and problems as they occur.
- 45. I don't feel as **physically or financially safe** as I want to feel and I am ready to do something about it.
- 46. I feel the need to **simplify my life**, perhaps even dramatically.
- 47. I am ready to **raise my standards** of behavior, expectations, relationships and lifestyle.
- 48. I want to learn to **deal with difficult people** in a more constructive, yet powerful, way.
- 49. I need to **manage my time** better in order to get the most out of each day, yet have enough time for myself.
- 50. I am **tolerating more than I know is good for me** and I would like to work on this.

Section 3. You As A Person

Priority Level

Low→High

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51. I would like to **improve my physical appearance and presentation** so that I am delighted with how I look.

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52. It's time to **update some of the assumptions** I have made about myself or life, and upgrade my paradigm.

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53. I am interested in **identifying and focusing on selected Attainments.**

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54. I feel out of balance, like I am juggling parts of my life. I 'd like to **get back in balance.**

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55. I want to **make significant changes to my body** in terms of weight, tone and/or strength.

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56. I would like to **strengthen or perfect my character.**

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57. I need to **have more confidence** in how I present myself; I'm ready to develop this part of myself.

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58. I want to have more of a **positive effect on others**, without trying to rule or control them.

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59. I feel the need to improve the quality of my physical and/or **spiritual energy.**

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60. I need some help to improve the communication, cooperation and love within **my family.**

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61. I feel that I have a special gift, but I would like to **better identify and orient around my gift.**

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62. I would like to be **much happier** than I am right now.

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63. I would like to **develop my mind and my intellect** more than I have. I need a challenge.

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64. I would like to accurately identify and once-and-for-all **satisfy my personal needs.**

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65. I would like to be **more consistently enthusiastic** about my life and/or my work.

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66. I feel the need to **be more at peace** with myself, life and/or others.

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67. I need to develop or **improve my personality**, attitude and how I come across.

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68. I am ready to enjoy my life a lot more and **experience more pleasure.**

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69. I am intrigued about the idea of becoming a **Problem-Free Zone.**

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70. I feel like I want to become a lot **more receptive to new ideas, approaches and views.**

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71. I see the value in **building significant reserves** in all areas of my life: Time, money, love, and opportunity.

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72. I need to **take much better care of myself:** Body, mind and spirit.

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73. I want to get to know and **understand myself better**, and to know what makes me tick/motivates me.

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74. I feel the need for significant spiritual development and/or to **embark on a spiritual path** that fits for me.

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75. I want to **develop a stronger personal style** and be able to express myself fully.

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Section 4. Personal Success

Priority Level

Low→High

- 76. I would like to learn how to **attract success** to me instead of pushing so hard for it.
- 77. I know that I need to become **more aware more quickly** of what's occurring to and around me.
- 78. I see the need to **increase my bandwidth**—that's the ability to quickly receive and process lots of information.
- 79. I need to **deliberately cause (meaning to create) my life and success**, instead of waiting for it to happen.
- 80. I recognize the need to be a lot more **coachable and flexible to input** from others.
- 81. I would like to **learn the key coaching skills** so that I can be more effective with others.
- 82. I need to **improve my communication and speaking skills** so that I am better heard and understood.
- 83. I'd like to **contribute more to others** without feeling that I am wasting my time or resources.
- 84. I'd like to become **much more creative** in my life and/or unblock what gets in the way of my creativity.
- 85. I would like to **develop a formal schooling/education plan** or strategy for my life and career.
- 86. I have **several important goals** that I would probably reach sooner if I had support and advice from a coach.
- 87. I have **great ideas** but I need to develop them into something that is financially and personally rewarding.
- 88. I want to learn how to be **interdevelopmental** with everyone, meaning to work in a collaboration/partnership.
- 89. I need to **develop my intuition** so that it's finely tuned and/or to fully respect and immediately respond to it.
- 90. I need to increase my vocabulary and/or learn how to **communicate and phrase my thoughts better**.
- 91. I would like to create a coordinated and **comprehensive LifePlan** for the next 5 years.
- 92. I am ready to become a **much better listener**; I want to really hear what others are saying or trying to say.
- 93. I need an **entire life makeover**, starting from the ground up.
- 94. I need help in becoming **much better organized** with paperwork, bill-paying or other tasks.
- 95. I want to **develop a customized personal reading program** to better educate myself or expand my thinking.
- 96. I need help to either **resolve a relationship problem** or improve a key relationship.
- 97. I would like to **get to know all the parts of myself better** so that I can make better decisions/be happier.
- 98. I want to start saving or **increase the amount I'm saving** each year.
- 99. I need to **quickly turn around** a very important part of my life.
- 100. I see the value of getting online and understanding the Internet and Web; **I want to get wired!**

And, finally,

- 101. I want to learn more about what love is, how it works and how to become more loving to everyone.

Please forward a copy of this completed checklist to your coach.