

# VOCABULARY

Client \_\_\_\_\_

Session date \_\_\_\_\_

**KEY CONCEPT this session: YOUR VOCABULARY**

## **I. OPENING AND GREETING**

Hello \_\_\_\_\_. This is \_\_\_\_\_, your Life Coach.

(short exchange) \_\_\_\_\_

\_\_\_\_\_

## **II. WEEKLY REVIEW**

Last week we talked about the **Key Concept** of \_\_\_\_\_, and your assignment was to \_\_\_\_\_.

How did you do? (Tell me about that.)

\_\_\_\_\_

\_\_\_\_\_

Overall last week, did you discover anything you'd like to improve, or anything you'd like to do better?

\_\_\_\_\_

Is there anything you'd like me to make a note of on that – anything you'd like to work on later?

\_\_\_\_\_

\_\_\_\_\_

Did you learn anything (this past week) that can help you reach any of your goals?

\_\_\_\_\_

What went best for you this past week – what stands out?

\_\_\_\_\_

What made you happiest?

\_\_\_\_\_

Did anything during the week make you unhappy?

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What didn't go as well for you as you hoped it would?

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How would you rate the week overall (1 – 10)? \_\_\_\_\_

### III. GOAL REVIEW

Now let's talk about your focus goals.

Your **first Focus Goal** for last week was \_\_\_\_\_.

You identified and wrote out \_\_\_ **Action Steps**. How did you do on each of the Action Steps?

**(Discussion)** \_\_\_\_\_

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Your **second Focus Goal** for last week was \_\_\_\_\_.

For that goal you identified \_\_\_ **Action Steps**. How did you do on each of those?

**(Discussion)** \_\_\_\_\_

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Your **third Focus Goal** was \_\_\_\_\_.

To help you reach that goal you identified \_\_\_ **Action Steps**. How did you do?

**(Discussion)** \_\_\_\_\_

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Overall, during the week, did you have any **problems or challenges** that could affect your goals in any way?

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What would you say were your main **achievements** that you accomplished during the past week?

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Do you have any **insights** that you gained this past week?

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#### **IV. WEEKLY GOAL PLAN (for the coming week)**

What is your **first Focus Goal** for this week?

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(When appropriate, give suggestions for each of the focus goals.)

What are the **obstacles** to reaching that goal?

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What **Action Steps** will you take to help you get past the obstacle(s), or move forward?

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\*On a scale of 1-10. Ten being the highest likelihood that you will complete this goal and 1 being the least likely you will complete this goal, how would you rate your response: \_\_\_\_\_

What is your **second Focus Goal** for this week?

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What are the **obstacles** to reaching that goal?

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What **Action Steps** will you take to help you get past the obstacle(s), or move forward?

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\*On a scale of 1-10. Ten being the highest likelihood that you will complete this goal and 1 being the least likely you will complete this goal, how would you rate your response: \_\_\_\_\_

What is your **third Focus Goal** for this week?

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What are the **obstacles** to reaching that goal?

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What **Action Steps** will you take to help you get past the obstacle(s), or move forward?

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\*On a scale of 1-10. Ten being the highest likelihood that you will complete this goal and 1 being the least likely you will complete this goal, how would you rate your response: \_\_\_\_\_

#### **V. KEY CONCEPT for the Week – “YOUR VOCABULARY”**

(In life coaching, **Key Concepts** are the basic building blocks for personal growth and overall success. Some people use only a few key concepts; some people learn and practice all of them.)

The **Key Concept** I’d like you to practice this week is the concept of **vocabulary**.

Here’s the definition we’ll use for **vocabulary**: **“The word tools you use to communicate with others.”**

First, we will review the perceptions of **vocabulary**, that you have right now. All you have to do is answer each of these questions:

1. How would you rate your vocabulary right now? a)Excellent, b)Average, c)Not as good as you’d like. \_\_\_\_\_ (Why?)

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2. How important do you believe a good vocabulary is to the achievement of your goals, and your communication with others? (Why?)