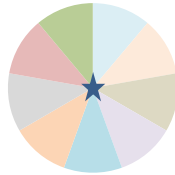




BetterBalance Coaching Coaching Tool Kit

Primary Focus



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Primary Focus for Coaching

Identify the areas that you want held as your main focus for the next month. For each focus area, provide A- a simple heading, and, B- a description of a measurable result, your evidence that the goal has been or is being reached. These focus areas could be specific projects or tasks or ongoing quality of life shifts.

Samples:

I complete a project

Ongoing evidence – I have outlined tasks I must finish and I stay on a timetable that gets the work done within my time frame.

Final evidence – The project is complete

I feel more in control, less in overwhelm.

Ongoing evidence -- I have a system to follow up on the small steps that will lead to the completion of larger goals and I consistently take action on the steps. I am able to limit my obligations so that I have a manageable amount to do. I allow myself regular breaks from work so that I can re-charge. I feel more relaxed.

My areas of primary focus

1.

2.