

Personal Action Plan

Based on the activities and experiences I have participated in today, I have the following reflections and questions:

I will take the following specific steps to provide more effective coaching to my direct reports...

I will do less of ...

I will do more of ...

Indicate three areas related to coaching that require personal attention and development:

- 1)
- 2)
- 3)

What steps will you take to grow in these areas?

What is your timetable?