



60-Hour Outline

DAY ONE – InsideOut Coaching

I. Coaching Basics

- A. Welcome & Introductions (8:30 am to 9:00)
- B. Outline of the Workshop
- C. Introduce Group Members (9:00 AM)
- D. Contract for Learning (9:30 PM)
- E. Index Four Corner Activity (10:00 AM)

BREAK (10:45 AM)

- F. Talk about BCC Certification Process (11:00 AM)
- G. Glasser's Development (handout) (11:15 AM)
- H. Teach Choice Theory Using Felt Chart (11:30 PM)

LUNCH (12:00 to 1 PM)

- I. Teach Choice Theory Using Felt Chart (con't) (1:00 PM)
 - 1. Do responsible/Less Responsible Examples (2:00 PM)
- J. Purposeful Behavior Activity (2:15 PM)
- K. Quality World (2:30 PM)

BREAK (3:00 PM)

- L. Perceived world and Filters (3:15 PM)
- M. Scales (3:30 PM)
- N. Total Behavior—Teach It (3:45 PM)
- O. Pull Together—Walk the Chart (4:00 PM)
- P. Do Feedback Sheets (4:20 PM)

DAY TWO—InsideOut Coaching

II. InsideOut Coaching Basics

- A. Involvement—Do You Know Your Neighbor Name Game (8:30 AM)
- B. Feedback on Feedback (9:00 AM)
- C. Buddy Time (9:10 AM)
 - 1. Using flipchart paper, what questions do you still have---What else do you want to know? (9:30 AM)
 - 2. Teach the InsideOut Coaching Process (didactic) (10: 15 AM)

BREAK (10:45 AM)

- D. Teach the InsideOut Coaching Process (con't) (10:30 AM)
 - 1. Tie this to the Chart (11:15 AM)

LUNCH (12:00)

- E. “Show Me Your Picture” exercise (1:00 AM)
- F. Bare Bones (1:45 PM)

BREAK (2:30 PM)

- G. Inanimate Object Role Play (2:45 PM)
- H. With a partner review the Powerful Coaching Questions eBook (3:15)
- I. Feedback Sheets (4:20 PM)

Day Three—Role Play Practice

III. Life/Wellness/Relationship Coaching

- A. Feedback on Feedback (8:30 AM)
- B. Needs Assessment—Pete’s Pathogram (8:45 AM)
- C. Buddy Time (9:15 AM)

- D. Continue Studying the Powerful Questions eBook (9:45 AM)

BREAK (10:15 AM)

- E. Buddy time . . . When you hear _____, a good question to ask is: _____. (10:30 AM)

- F. Triad Skills Practice (11:00 AM)

LUNCH (12:00 PM)

- G. 4.5 Ways to Create Change (1:00 PM)
- H. Round Robin Value-Laden Role play (1:45 PM)

BREAK (2:30 PM)

- I. Inside/Outside Circle (2:45 PM)
- J. Triads with Built in Break (3:45 PM)

- K. Feedback Sheets (4:20 PM)

Day Four—Business/Organizational Coaching

IV. Business/Organizational Coaching

- A. Buddy Time (9:15 AM)
- B. Review (9:45 AM)
 - 1. In small groups, divide flipchart page in half and write all you remember about CT on one half and InsideOut Coaching on the other. Go over with large group and post.

- C. Types of Relationships (10:15 AM)

BREAK (10:45 AM)

D. Lead Management (11:00 AM)

E. Types of Managers (11:30 AM)

LUNCH (12:00 PM)

F. Equilateral Triangle Exercise (1:00 PM)

G. Conditions of Quality (1:30 PM)

BREAK (2:15 PM)

H. Work Dyad Role Play (2:30 PM)

I. Coach's Choice Dyad Role Play (3:15 PM)

J. Answer the remaining questions (4:00 AM)

K. Discoveries (4:15 PM)

L. Goodbye (4:25 PM)

1. "I thank myself for . . . I thank the group for . . .

Second 34 Hours:

DAY ONE – Coaching Basics/InsideOut Coaching Basics/Life, Wellness & Relationship Coaching

V. Coaching Basics

A. Introductions/Index Card Activity (9 AM)

B. Differences between counseling, coaching, and consulting (9:30 AM)

C. Essential coaching skills (10:15 AM)

BREAK (11 AM)

D. Coach vs. Client Roles (11:15 AM)

E. Informed Consent form (11:45 AM)

Create your own form.

LUNCH (12:15 PM)

F. BCC Code of Ethics (1:15 PM)

VI. InsideOut Coaching Basics

A. Five Basic Needs (2:30 PM)

B. Client Assessment (3:00 PM)

1. Academy of Choice's Paper Assessment
2. Pete's Pathogram
3. Academy of Choice's Online Assessment
4. Johari Window
5. Riso-Hudson Enneagram Type Indication (RHETI)

BREAK (3:30 PM)

C. Relationship Habits (3:45 PM)

D. Elements of an Effective Plan (4:30 PM)

DINNER (5 PM)

E. Skills Practice – Plans (6 PM)

VII. Life/Wellness/Relationship Coaching

A. InsideOut Coaching model (6:50 PM)

B. Principles of InsideOut Coaching (7:05 PM)

C. Goals of InsideOut Coaching (7:20 PM)

BREAK (7:35 PM)

D. Skills Practice (7:50 PM)

E. Value Conflict Role Play (8:50 PM)

F. Reflection & Review (9:50 PM)

DAY TWO – Life/Wellness/Relationship Coaching and Business/Organizational Coaching

III. Life/Wellness/Relationship Coaching (con't)

- A. Skills Practice (9 AM)
- B. Identification of Resources (10 AM)
- C. BREAK (10:45 AM)**
- D. Assessing Motivation (11 AM)
- E. Decision-Making (11:25 AM)

LUNCH (12:40 PM)

- F. Self-Sabotage (1:40PM)
- G. Gratitude (2:10 PM)

IV. Business/Organizational Coaching

- A. Organizational Roles & Culture (2:40 PM)
- B. How are coaches utilized in a business environment? (2:50 PM)
- C. Organizational Culture (3 PM)

BREAK (3:25 PM)

- D. Change Process (3:40 PM)
- E. Conditions of Quality (4:20 PM)
- F. Creating Systemic Change (4:40 PM)
 - 1. When working in an organization, look at what's not working effectively within the system, rather than attempting to put blame at the feet of individual employees
 - 2. Discuss the handout, "Triangle of Choice"
 - 3. Demonstration role play of using group process

DINNER (5:40 PM)

- G. Win/Win Negotiation (6:40 PM)
- H. Rubber Band Activity – Knot over the Dot (6:55 PM)
- I. Solving Circle/Demo (7:25 PM)
- J. Skills Practice (7:55 PM)

BREAK (8:55 PM)

- K. Issues in Coaching (9:10 PM)
- L. Review & Reflection (9:55 PM)

DAY THREE – Business Basics/Next Steps

V. Business Basics (9 AM)

- A. Niche Marketing
- B. Creating a Wordpress website
- C. Building an email list
- D. Publishing an email newsletter
- E. Article Writing
- F. Blogging
- G. Social Media
- H. Creating a Product Funnel
- I. Search Engine Optimization
- J. Creating a Referral System

BREAK (11 AM)

VI. Next Steps (11:30 AM)

- A. Assignment of Accountability Partners
- B. Discuss expectation of the seven hours of Independent Study
 - 1. Spend at least 30 minutes customizing the coaching forms for your

business. Complete all necessary paperwork on your practice clients and submit with your video files.

2. Produce three videoed practice coaching sessions, designed for the total time to be one hour or approximately 20 minutes each. Depending on your focus, you may do one individual client and two business clients, two individual clients and one business client. At least one of each should be a first session with all accompanying paperwork completed.
3. Read the Goal Attainment eBook and complete all corresponding exercises. Develop your business plan and include how you will complete your 100 hours of continuing education in the next five years, including three hours of ethics training. This should take approximately four hours.
4. Complete a full self-assessment of your coaching skills. List your strengths and any personal barriers you anticipate. Plan for breaking through the barriers. This should take 30 minutes.
5. Complete the Academy of Choice's Competency Evaluation. This should take one hour. You may use any resources you have to complete this evaluation.

C. Evaluations (12:50 PM)