

# Coaching assignments

**Dear Coach**

**We kindly request you to submit the below assignments to be able to complete your Coaching training.**

## **Assignment 1:**

- Coachee to draft agenda
- Coach to do minutes
- Submit on e-learning the agenda and minutes

## **Assignment 2:**

- Coachee to do Agenda
- Coachee to do Minutes
- Do video clip (3 min) while you apply coaching
- Submit on e-learning the agenda, minutes and video

## **Assignment 3:**

- Assessment on coachee by coach
- Assessment on coach by coachee
- Submit both assessments

