

Before the coaching session when sending the access code email. Provide this instruction:

'Upon completion of the assessment questionnaire, you'll get your profile available to view in the Catalyst platform.

In advance of our coaching session:

1. In the 'Your DiSC Style' section, read the section and listen to the podcast about your style
2. In 'Discology' read the information in the different sections'
3. When you come to the coaching session, please be ready to open the Catalyst platform

Here is a sample email for when you sent your coachee the access code in EPIC:

<https://www.dropbox.com/s/hf0ed0weddep8d1/Email%20for%20catalyst%20coaching%20session.docx?dl=0>

Structure for the coaching feedback session

1. Uncover your clients A to B journey.
'what do you want to achieve from this session?'
'what would you like to change, develop, make progress on?'
2. Go to 'Your DiSC style' (one click rather than going fully in)
'what did you find useful?'
'what stood out for you?'
3. Go to 'Discology' and look at the 2 dimensions and 4 styles to determine the

other persons style if the client's 'B' is about improving a relationship
'what style do you think the other person has?'

4. Then to 'Workplace' and the section 'What Drives You'

- Read through 'priorities' - 'what are your thoughts?' 'how does this relate to you're a to B journey?'
- Read through 'motivators and stressors' - 'what are your thoughts?' 'how does this relate to you're a to B journey?' -
- Read through 'strategies' - 'what are your thoughts?' 'how does this relate to you're a to B journey?'

5. Go back to 'Workplace'

- Go to 'you and other styles'
'you said you thought the other person was (for example 'S' style) so please click on 'the S style and you'....as you read the description, does it sound like them? What are your thoughts? Notice that there are some videos that could be useful' (Note, if the the other person has done a profile and is in the same designated organisation in Catalyst, they will show up under the videos)

6. You can, if you wish dive deeper by clicking on 'want to keep going with the 'S' style'. This will take you to 'Build Better Relationships with the S style/Connecting with the S style. As you read through the section 'how is this related to you're a to B journey?'

7. Finish up by coming out of the screenshare and helping your client to create their action plan and commitments 'what are you going to do and by when?'

Workplace on Catalyst

How to give a coaching feedback session

Aha! *Academy of High Achievers*