



BEGIN HERE

Coach Training Accelerator

Getting the most from this program!

Prepare yourself for an exciting journey. Over the coming months you'll discover your own unique coaching style and be able to effectively articulate and market your professional services. This comprehensive program will also:

- Train you in the most effective tools for coaching
- Inspire you to think like an entrepreneur
- Give you tips to run your coaching business with integrity
- Provide you with guidance on how to achieve masterful coaching sessions

Bonus Materials

Coach Training Accelerator - Digital Version (for PC only)

You may have already downloaded this version when you first ordered the program. If so, this is your backup copy. If not, you can install the digital course on your computer by double-clicking on the **Digital_Accelerator.exe** file located on this disc.

Fill Your Coaching Practice

When you are ready to announce your coaching practice to the world, install this advanced marketing and promotion program. You can install the digital course on your computer by double-clicking on the **Fill_Your_Coaching_Practice.exe** file located on this disc.

Think & Grow Rich for Coaches by Napoleon Hill and Will Craig

This timeless classic contains the *Thirteen Proven Steps to Riches* and has been updated to include the *Thirteen Laws of the Universe*. Each chapter ties-in the coaching principles upon which to build a successful practice. Just double-click on **Think_and_Grow_Rich.pdf** file located on this disc.

How to Use This Program

The *Coach Training Accelerator* is designed to be used in one of two ways:

- 1) As a self-paced, self-study program, or
- 2) As the course text and resource materials for the Coach Training Alliance's *Certified Coach Program*.

This 22-week comprehensive live training program combines the Accelerator with group mentoring, real-time coaching practice, critique and feedback. You may find your destination reached more easily with the support of a built-in coaching community: www.CoachTrainingAlliance.com/programs/ccp.php

Help Along the Way

If you have chosen to go it alone for now, the Accelerator will assist you with pacing yourself. If, at any point along this journey, you'd like companions and a guide to the world of coaching, we invite you to enroll in the *Certified Coach Program*.

We will travel through the landscape at a quick pace. If you've opted for self-study, we recommend you set a time limit to complete each of the five sections (one per month, as a suggestion) and stay on schedule so to maintain your momentum. If you engage in the Action Challenges and follow our lead, within six months, you will have launched your practice and will be coaching fee-based clients.

The Action Challenges

New Coaches

Throughout the course you will be assigned To-Do items in a feature box that looks like this. These challenges are designed to form the foundation upon which you build your practice. The assignments you do in the beginning dovetail with the actions you take later in this course.

Established Coaches

In these boxes, you will find assignments for coaches who want to stretch themselves and take on advanced work. These are designed for coaches with experience and are ready to go to the next level. These are also good assignments for your second or third time through this course.

For whichever path you choose, the secret is to put consistent and persistent energy into building your practice every day. If you get derailed, you might feel momentarily discouraged, but do whatever you need to do to get back on track.

Advanced Work

In addition to the Action Challenges, established coaches will want to take on the Advanced Work. These segments are marked throughout the course.

New coaches are welcome to read through the material but should not feel obligated to incorporate the concepts the first time through the program.

The *Coach Training Accelerator* is best used as a source of continuing education. There is a wealth of material included in this comprehensive program. You are not expected to absorb it all the first time through the course. As you grow as a coach you will experience the information in new and different ways.

Resource Library

The library is a compendium of supporting documents, related articles, topic enhancers, worksheets, templates, and coaching forms.

Supporting Documents

These accompanying materials enhance learning and comprehension. They are critical to your training and should be included in your studies for each lesson. You'll find in-depth explanations of concepts, exercises and templates that are designed to increase understanding and ease implementation. Customizable templates (in Word document format) can be found on this QuickStart CD in the *Custom Templates* folder.

Related Articles

Articles providing added insights and varying points of view are found within each section. These are contributions from various coaches and other professionals in the field of coaching and do not necessarily represent the views of the Coach Training Alliance.

Client Tools

This is the "live" portion of the program. The information and opportunities provided here are constantly updated and refreshed without needing a new version of the Accelerator. You will need to be connected to the Internet to access:

www.CoachTrainingAlliance.com/resources/tools.htm

In this section of the *Coach Training Accelerator* you will find teleclasses, client management programs, assessment tools, recommended eBooks and other coaching products. The teleclasses are available to you at no charge and you may participate in them as many times as you like.

Your Timeline

It is not necessary to implement all the tools or recommendations at once. These are provided as a resource and should be incorporated into your practice at a time that is comfortable for you.

Coaching is a practice and something at which you will be consistently improving. Your coaching skills, the tools you choose to use, and the style you develop will be revised, reformed, and refined over time.

Best wishes on your coaching journey!