



## COACHING & CONSULTING TOOLS

### *Work / Life Integration*

- Work / Life Balance Assessment Tool
- 10 Tips for Creating Balance
- Self Care / Stress Management Strategies
- WAAMM™ (What Actions & Attitudes Matter Most) Strategies
- Designing Your Future Exercises

### *Personal Engagement / Work Legacy / Career & Professional Development*

- Career Assessment Tool
- 10 Tips for Quietening the Inner Critic
- Finding Your Voice at Work Assessment Tool
- Personal Values, Strengths & Passions Inventory
- DiSC Personal Profile System® (Inscape Publishing)
- The PeopleMap™ System
- Mission Statement Exercise
- The “*What do I Really Want to Be When I Grow Up?*” Workbook & Coaching Package
- Blocks to Success Tool
- Designing Your Future Exercises
- 360 Feedback
- Advisory Board (create your personal success team)
- 10 Tips for Moving From Perfection to Progress
- Team Effectiveness Assessment

### *Planning & Organization Skill Development*

- 10 Tips for Prevailing Over Procrastination
- Goal Setting & Action Planning Worksheet
- The Daily WAAMM™ Plan
- Zone-O-Meter WAAMM Diagram®
- Blocks to Managing Priorities Assessment
- Strategic Planning (Vision, Goals, Gap Analysis, Barrier Reduction, Action Plan, Accountability)
- Project Management

### *Effective Communication*

- DiSC Personal Profile System® (Inscape Publishing)
- The PeopleMap™ System
- 10 Tips for Quietening the Inner Critic
- Finding Your Voice at Work Assessment Tool
- Effective Communication Tips and Strategies