

Coaching Portfolio



Use your portfolio to track your success story.

Once each goal is achieved, write a summary statement to describe the outcome as you would in a presentation to your manager. Do this for each goal that you are expected to achieve during your coaching mandate.

State the Smart Goal

Date started:

Date achieved:

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Describe the outcome

Empty text box for describing the outcome.

Describe the impact it has had on business

Empty text box for describing the impact on business.

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Describe the Return on Investment or the impact on the business

Empty text box for describing Return on Investment or impact on the business.

Describe lessons learned

Empty text box for describing lessons learned.