

Duration: 2 hours 30 mins

Course level: Introductory

Delivery method: Online

Introduction

Effective coaching brings out the best in individuals and teams. The focused support, advice and guidance provided by an effective coach can help staff carry out their working roles, and increase their motivation, confidence and assertiveness.

This course will help employees understand and use modern coaching techniques, helping their business improve productivity, employee commitment and staff retention.

Who is the course for?

Coaching is for people who are likely to become line managers. It is also suitable for those who are already in post, but have had little or no formal training and limited work experience.

There are no formal entry requirements and the easy to follow, step-by-step format of this course means participants can work at their own pace, making it ideal for anyone new to the subject.

What will you get from this course?

When you have completed this course, you will be able to:

- describe how to identify what type of coaching is required
- describe different coaching styles
- know how to plan staff coaching
- understand what makes an effective coaching session.

Course features

Coaching gives you a theoretical introduction to bringing out the best in individuals and teams.

The course uses a simple case study, and basic exercises such as multiple choice and true or false questions. After each exercise you'll be given feedback on how you've done.

An audio soundtrack delivers most of the content, with simple graphics and on-screen text summarising the key points.

You can print a transcript of each screen's audio component for future reference. The course also includes a glossary of business terms, an alphabetical list of business "thought leaders", and a resources section featuring links to useful online business resources.

Coaching is available for six months from the date first accessed.

Other courses you might be interested in

Leadership
Resolving Conflict
Time Management

Giving and Receiving Feedback
Building the Team

Course code: 100594BT046

Ufi Ltd October 2007. All rights reserved. **learndirect** is a registered trademark of Ufi Ltd. All information correct at time of going to press.

**Our
future.
It's in
our hands.**

