

Republic of the Philippines

**PAMANTASAN NG LUNGSOD NG MAYNILA**

**(University of the City of Manila)**

General Luna Street corner Muralla Street

Intramuros, Manila, Philippines

**COACHING JOURNAL TEMPLATE**

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| **Date of Coaching Session:** | | |
| One-on-One Coaching:  Team Coaching: |  | |
|  | |
|  | **DETAILS** | **REMARKS** |
| 1. Goal | *(What is the purpose of the coaching?)* |  |
| 1. Realities | *(Issues/problems encountered)* |  |
| 1. Options | *(Proposed solutions to the issues/problem)* |  |
| 1. Will/Way Forward | *(Activities/Tasks to be implemented)* |  |
| Resources Needed |  |  |
| Timeline |  |  |
| Next Meeting  (If necessary) |  |  |
|  |  |  |
| **Name of the Coachee** | **Name of the Coach** | **Date** |