



Beee Coaching Services Assessment Sheet

Training, Coaching and Reiki Services	Yes	No
Stress / Personal Management		
Do you suffer with:		
• Anxiety / worry		
• Phobia		
• Negative thoughts		
• Ill health / sleeping problems		
• Work overload		
• Feeling unhappy or depressed		
• Obsessive thinking		
Assertiveness & Confidence		
Do you find it difficult to:		
• Say no		
• Give feedback		
• Ask for what you need		
• Feel confident		
• Muster up the self belief in order achieve change		
Time Management		
Do you:		
• Have an untidy workstation		
• Struggle with organising paperwork		
• Procrastinate		
• Find it hard to hit deadlines / fit everything in		
• Have problems managing your diary and appointments		
• Find it hard to delegate		
Presentation Skills		
Do you find it difficult to:		
• Present with confidence		
• Structure your presentation		
• Engage your audience		
• Make your presentations interesting		
Effective Communication and Influencing Skills		
Sometimes do you find it hard to:		
• Get on with people		
• Find things to talk about		
• Read what their body language is telling you		
• Tell whether somebody is stringing you along		
• Influence people at a higher level		
Networking		
Would you like to be able to:		
• Network with confidence		
• Hold an engaging conversation		
• Present a "1 minute" that gets you business		



Training, Coaching and Reiki Services	Yes	No
Manager as Coach		
Would you like to be able to:		
• Increase employee performance		
• Improve staff motivation, accountability and responsibility		
• Develop your team's skills and abilities		
• Use cutting edge management techniques		
• Achieve change in your department or business		
Leadership Development		
Would you like to be able to:		
• Identify your business / departmental vision		
• Emulate great leadership behaviour		
• Communicate effectively with your team		
• Improve business performance through your team		
Performance Appraisal		
Would you like to be able to:		
• Conduct an appraisal meeting in line with best practice		
• Know how to prepare for an appraisal effectively		
• Deal with performance issues		
• Better motivate your staff		
Recruitment & Selection		
Would you like to be able to:		
• Recruit and retain better people		
• Reduce repeat recruitment costs		
• Recruit within the realms of employment law		
• Use a recruitment process		
Grievance & Discipline Handling		
Would you like to be able to:		
• Dismiss employees safely		
• Avoid Employment Tribunals		
• Manage performance issues effectively		
• Conduct grievance and disciplinary hearings		

Organisational Development Services	Yes	No
Vision, Strategy and Values Formulation		
Would you like to be able to:		
• Identify where your business is heading		
• Produce a plan that will take you to where you want your business to be		
• Achieve change in your organisation		
• Enable staff and managers to behave consistently and in line with the plan		
• Run more constructive meetings		

Why don't you book a free discovery session today and see how you can get more of what you want?