**SAMPLE GOAL Qs**

For the Issue:

What do you want to achieve long term?  
What does success look like?

Where do you have personal control or influence over that goal?  
What would ‘improved’ look like for you? For them? For this issue?

What would be a worthwhile milestone on the way?  
When do you want to achieve it by?  
How positive, challenging, attainable is it?

For THIS conversation today:

What element/part of that workplace goal would you like explore together today?

What would make today a good use of your time?

If you could one bit sorted today – what would it be?

What is the key thing you want to take forward from this call?

What is the first bit you need to take action on?

How do you want to feel about this - now

Sometimes after hearing more current reality, it can be useful to say:

“From what you’ve said, I wonder if xyz would be a good use of your time today”

**SAMPLE REALITY Qs**

What is happening now? (WHAT, WHEN, WHERE, WHO, HOW MUCH, HOW OFTEN?)  
How do others see this?

What facts do you have to support that?

Who is involved (directly or indirectly)?  
When things are going badly on this issue, what happens to you?  
What is the effect on others?  
What have you done about this so far?  
What results did that produce?  
What do you have that you're not using?  
What's holding you back?  
What is really going on (intuition)?  
What would be happening/not happening if it was perfect?

How are you really feeling about this person/issue – no honestly…?

**SAMPLE OPTION Qs**

What options do you have?  
What else could you do? What else?.. What else?..

If there were no blockers/barriers what would you do?

If this was happening outside of work, what would you do?

If this was a friend/colleague, what might you suggest they do?

If you were (the person being discussed) what would you want/need to happen next

If you were fully in charge - what would you do?

What if ….? (time, power, money were no object)  
What are the benefits and costs of each?

Would you like a suggestion from me?

**SAMPLE WILL Qs**

Which option/s feels like the one for you ?

Which do you think will be most effective and/or easy to do?

When will you do this?

What do you need to do to support you to do this?

Who else needs to know, play their part?  
On a scale of 1:10, how likely are you to do this?

What prevents this from being a 10?

What could you do or alter to raise your commitment closer to 10?

What would be a useful next step for you and me?  
Let’s agree how we can use/approach our next conversation