

Sales Coaching Session Notes		
Sales Person:	Date:	Time:
Identified Problem or Challenge For Coaching <i>(No more than one problem per session)</i>		
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Objective of the Coaching Session <i>(What is it that you hope to accomplish in this session?)</i>		
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Sales Persons Perception of the Problem <i>(Once the problem is identified, how did the sales person perceive the problem?)</i>		
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Possible Solutions		
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Action Plan		
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Follow-Up <i>(Action items and time line)</i>		
Manager: _____ Sales Person: _____ <div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black;"></div>		