

Mentoring Session Preparation Form

Today's Date: _____

To get the most out of your mentoring session, it is best to spend several minutes preparing for it. Please e-mail or fax a copy to your mentor 24 hours before your session.

Client Name:

Call Date:

Next Call:

What I have accomplished since our last call (Wins, Victories, Results):

What I wanted to get done but didn't and want to be held accountable for:

The challenges I am facing now:

The opportunities which are available to me right now:

What I am truly thankful for is:

How can Melissa assist me today and what do I want to get out of this call: