



SYLLABUS: CERTIFIED BUSINESS COACHING SPECIALIST (BCS) – CRN 40232

Program Coordinator: Richard Wilson
Exam Dates: Daily
Email: Team@Certification.com
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Time: Self-Paced
Location: 100% Online

LEARNING OBJECTIVES OF THE CBCS:

- How does the business coach discover what clients are seeking and help them find their answers?
- What are the basic coaching principles; how are these principles applied in everyday coaching situations?
- What skills do the most the effective coaches need to master?
- What are the best tools and models to support different coaching needs and situations?
- How does the coaching process bring about organizational and individual excellence?
- What makes coaching a powerful instrument to drive change?

PROGRAM REQUIREMENTS:

Self-Management: The Certified Business Coaching Specialist (CBCS) is a self-study certification program. We greatly want to see you succeed, but your success depends on and directly corresponds to the amount of time and effort you put into learning the material, reading the required texts and asking questions if and when they arise.

PREREQUISITES: We require one year of work experience before candidates are accepted into the CBCS program.

REQUIRED TEXTS:

1. Co-Active Coaching 4th Edition by Laura Whitworth, Karen Kimsey-House Henry-Kimsey House and Phillip Sandhal. (ISBN-13: 978-1473674981)
2. Coaching Questions by Tony Stoltzfus. (ISBN: ISBN: 978-0979-41636-1)
3. The Business Coaching Toolkit by Stephen G. Fairley and Bill Zip. (ISBN: 978-0470- 14692-7)

REQUIRED TOOLS: Internet access and an Internet browser with which to take the online exam and to view the program videos. Internet Explorer and Firefox work best, though most browsers should suffice.

CBCS GRADE BREAKDOWN:

Exam: (100 pts)

- 80 multiple choice/true-false questions

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