

7. Assessment and Evaluation Policy and Procedure

Each section of the NLP Coaching for Fitness Professionals Diploma includes outcome criteria and underpinning knowledge requirements. This sets out what candidates must do to show that they can perform coaching and interventions competently and knowledgeably. To gain an NLP Diploma candidates must prove that they can meet all of the assessment criteria detailed in the summative assessment checklist (ref: page 22).

As assessment is the process of comparing evidence to standards; in other words measuring skills and performance, knowledge and understanding against the performance criteria.

7.1 Assessment and Certification Process

Assessment takes place within the frame of the training course led by Certified NLP Trainer(s). While assessment of course participants may primarily be for their consequent certification as an NLP Coach, the assessment will occur throughout the duration of the training course in a formative manner and will be conducted for all participants whether or not they have opted to receive certification.

Participants will be assessed for content knowledge and behavioural skills, all of which will have been covered by the training course for which the assessment takes place. Examples of content knowledge and behavioural competences are outlined by the four pillars of NLP (Neuro Linguistic programming):

- Building Rapport
- Sensory Awareness
- Behavioural Flexibility
- Outcome Thinking

Integration and assessment will take the following form:

7.2 Formative

Role-play in pairs and triads throughout the course.

Small group quizzes throughout the course.

Practical application of skills in gym/studio environment observed by trainers alongside physical activities (e.g. metaphorical teaching points)

7.3 Summative

Summative assessment will consist of the following:

- Open group quiz to test acquired knowledge and it's application for coaching clients and groups.

- 15-minute NLP Micro-Coaching session.
- Trainer, peer and self-evaluation after micro-coaching session.
- Professional discussion.

Participants will be provided with feedback by their trainer(s) on their strengths and an action plan for continued development. The focus of assessment will be on the process of feedback, learning and integration, rather than on the issue of testing. Participants are expected to show progressive skill development over the entire training with the final assessment period being a confirmation of this development. By the end of the course, participants should be demonstrating behavioural integration of the core coaching skills delivered on the course.

Delegates whose use of NLP technology in unethical or consistently unecological ways will not be certificated and a full report detailing the reasons for withholding certification will need to be lodged with Mindbody Solutions, REPs and the Professional Guild of NLP, for reference.

Members of the core training team will conduct assessment leading to certification. Mindbody Solutions Ltd will hire an independent assessor if required.

Participants who are not immediately certificated at the end of a course, which was intended to lead to their certification, will have explained to them why and what they need to do in order to attain certification. These participants will be issued with a certificate of attendance.

An agreement will be reached between the accredited trainer and the Professional Guild of NLP, so that an accredited trainer may use the Professional Guild of NLP Endorsement logo on certificates, which are then signed by the key NLP Trainer and issued to course participants.

7.4 Summative Observation Checklist for NLP Micro-Coaching

Delegates Name:
Assessor:

Date of Observation:
Venue/Course:

Criteria	Achieved	Not Yet Achieved	Comments
Rapport Skills			
<ul style="list-style-type: none"> ▪ Pacing and Leading ▪ Matching & Mirroring 			
Outcome Setting/Thinking			
<ul style="list-style-type: none"> ▪ Setting a Outcomes ▪ SMART Goal Setting ▪ Action Plan Setting ▪ Outcome directed Questions 			
Flexibility			
<ul style="list-style-type: none"> ▪ Chunking Information ▪ Use of Metaphor and Analogies 			
Sensory Awareness			
<ul style="list-style-type: none"> ▪ Matching VAKOG Language ▪ Identifying attitudes and Motivation style ▪ Identifying Values ▪ Identifying Stage of Change ▪ Checking Ecology 			
Attitude to Coaching			
<ul style="list-style-type: none"> ▪ Curious ▪ Ethical 			
Behaviour Change	2 Approaches Required		
<ul style="list-style-type: none"> ▪ Identify Barriers and Reframe ▪ Reframe Positive Intention ▪ Mental Rehearsal ▪ Setting Anchors ▪ Collapsing Anchors ▪ Outcome Focused Questions ▪ Coaching Multiple Perspectives ▪ Changing sub-modalities 			

Professional Discussion and further comments:

Action Plan/Points:

Delegate Signature:

Assessor Signature: