Session Purpose
At the beginning of your coaching session, be sure to find out what the coachee would like to accomplish during the session.

Spectating
When the coachee is speaking, only interrupt if it seems like they have moved away from their stated purpose for the coaching session or are distracted.

Interrupting
If you feel that orienting or releasing is needed, interrupt the coachee then shift to either orienting or releasing. Some techniques for interrupting:

- Show you are preparing to speak, then
- In a friendly way, raise a finger and say “if I may?” with an expectant look.
- Raise your hand as though you want to ask a question.
- Say “may I interject for a moment?” or “I have a thought”.

Orienting
1. Mention what the coachee is currently talking about
2. Reference their stated purpose for the coaching session
3. Let the coachee decide if they are headed in a useful direction or not: “I’m curious, how is <current topic> connected to <session purpose> ?”
4. If it is connected, let them continue. Otherwise, remind them of their session purpose.

Releasing
If the coachee seems distracted by something...

1. Mention your sense that they seem distracted
2. Let the coachee decide
   “Is there something you’d like to get off your chest?”
   “What’s up?”
3. If they agree that they are distracted and want to get something off of their chest, give them permission to do so and give them a couple of minutes.