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## SCHEDULE AND HOMEWORK ASSIGNMENTS

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2016-2017 Holistic Coaching and Healing Certification Program with EFT

### Course #1: Discovering Your Purpose

#### **“Hard Copy” Study Materials:**

- *Holistic Coaching and Healing Training Manual* (referred to as “Manual” below), Part 1 and Appendices A-H
- *Awaken To Your True Purpose Workbook* (referred to as “Purpose Workbook” below) and Audios
- *Getting Thru to Your Soul* (referred to as the "Soul Book" below). Note: this book is not specifically required, but it contains information that is relevant to this course.

#### **Online Study Materials:**

- *How to Build Your Holistic/Spiritual Practice Audio Set*

**If you are new to the program, please read the following manual sections that provide overviews of information covered in this course as soon as possible.**

- Manual “Overview of the Program” (at front of Manual)
- Manual Appendix A, “Getting the Most from the Program”

**When time allows, you will also want to read the following appendices, which provide valuable information.**

- Manual Appendix B, “Holistic Hypnotherapy Overview”
- Manual Appendix C, “Holistic Coaching Overview”
- Manual Appendix D, “On Being Therapeutic”
- Manual Appendix E, “Symbolic Imagery”

### **THE STUDY PROCESS**

This program turns around the standard model of attending a class and following up with homework by empowering you to take the lead. You will be asked to complete your studies of the materials that relate to each teleclass in advance of the class. This approach provides the following benefits:

- You can reflect on the information and submit questions you have about it for discussion during the teleclass.
- Rather than simply repeat information in your study materials, your instructors can use your valuable time together to further the material with personal insights, help you to understand how you can use this material personally and professionally, and demonstrate its use.
- You will have another opportunity to explore each topic in the optional Thursday tele-lab class, where your lab instructor may add further insights, do more demonstrations, and facilitate practice sessions between volunteers. Questions that were not addressed at the Tuesday teleclass may also be answered at the Thursday lab. Even though the 16 labs in this course are optional, they count for required practice hours. You need 22 hours of documented practice with this course to fulfill certification requirements.

You should have received the hard copy study materials itemized above in the mail after you signed up for this program. When you start your homework, you will notice that some of the assignments on the following pages skip around in the study material. Taking the material out of order will not interfere with your understanding, but if you have time, feel free to start at the beginning of the manual and read through the assignment. If you read ahead, please review the material just before each class, so it is fresh in your mind when you attend the teleclass.

## **METHODS COVERED**

In your studies for this course, you will notice that some of the methods presented in the study materials are not specifically covered in the teleclasses. This is not because they lack value. Rather, it is because there is not enough time in the teleclasses for all of them. We highly recommend experimenting with all of them, as time allows. Ultimately, you will find your own approach to the challenges your clients face and use some of the methods more frequently.

## **THE HOMEWORK ASSIGNMENTS**

Plan to spend about an hour a week on the following study assignments. If you don't have time to complete a weekly assignment, you can still attend the Tuesday teleclass, but you will get much more out of the classes if you set aside time for your studies and practice.

## **PACING YOUR STUDIES**

The more you put into this course by attending the teleclasses, listening to replays, studying, and practicing, the more you will receive. At the same time, be kind to yourself and go at your own pace. Do what you can and slow down if you feel overwhelmed. The courses have a cumulative effect and your understanding will grow over time. Also be sure to call us for support whenever you need it.

# THE HOMEWORK ASSIGNMENTS

Plan to spend about an hour a week on the following study assignments. Please note that if you don't have time to complete a weekly assignment, you can still attend the Tuesday teleclass, but you will benefit much more from classes if you set aside time for your studies.

## **1. Preparation for Oct. 4 class**

### **Discussion Topics:**

True Purpose Coaching Matrix  
Purpose Coaching Process  
Goalsetting

### **Homework to complete before class:**

Manual Section I, Sections A-F and "True Purpose Coaching Matrix," pages 1-9  
Purpose Workbook, Chapter 1, "The Big Picture," pages 13-21  
Be sure to have read Manual Appendix C, "Holistic Coaching Overview"

\* For those who have studied the Manual Program Overview and Appendices in previous courses, we suggest devoting some time to exploring the audios and handouts in the *Holistic Coaching Roadmap* on the website. You can listen to these audios on your computer or download them to a listening device or CDs. You can also explore the audio program *How to Market Your Holistic/Spiritual Practice* on the website.

## **2. Preparation for Oct. 11 class**

### **Discussion Topics:**

Gaining a Higher Perspective – Soul vs. Ego  
Soul Centering  
The Seven Spiritual Activations  
Life Purpose and Major Life Themes

### **Homework to complete before class:**

Manual Section II, "The Spiritual Journey," thru Subsection E, pages 1-7  
Purpose Workbook, Ch. 1, "The Big Picture," pages 1-10, thru "Your Greatest Lesson and Gift"  
Be sure to have read Manual "Overview of the Program"  
Purpose CD #1, "The Big Picture"

## **3. Preparation for Oct. 18 class**

### **Discussion Topics:**

Energizing with EFT  
The Stages of Life

### **Homework to complete before class:**

Manual Section II, "The Stages of Life," Subsection F, pgs 7-10  
Be sure to have read Manual Appendix A, "Getting the Most from the Program" and Appendix B, "Holistic Hypnotherapy Overview"

## **FALL BREAK**

Week of Oct. 25 off for study and reflection.

## **Bonus Recording 1**

### **Discussion Topics:**

Accessing the Unconscious Review  
Ericksonian Language Patterns

### **Notes:**

Ericksonian Language patterns are covered in Manual Section III, "Ericksonian Language and Metaphors," which is part of your homework for Class #5

#### **4. Preparation for Nov. 1 class**

##### **Discussion Topics:**

Developing Self-awareness  
Aspects of Your Essential Nature  
Introduction to Overleaves  
Roles

##### **Homework to complete before class:**

Purpose Workbook Chapter 1, "The Big Picture" on "Your Soul's Overleaves" pages 9-13  
Purpose Workbook Chapter 2, "Your Role, Goal, Mode, and Attitude," pages 23-33, thru "Finding Your Role"  
Reflect on the questions on pages 32 and 33 "Finding Your Role" and which of the roles seem most like you  
Be sure to have read Manual Appendix D, "On Being Therapeutic"

#### **5. rev Preparation for Nov. 8 class**

##### **Discussion Topics:**

Self-empowerment and Confidence  
Symbolism and Imagery Refresher  
Spiritual Path Process

##### **Homework to complete before class:**

Refresh Manual Section I, Subsection E, "Self-Empowerment and Confidence", on page 8  
Refresh Manual Section II, Subsection E, "The Spiritual Path Process", on pages 5-7  
Listen to Purpose CD #2, "Roles, Goals, Modes, and Attitudes"  
Be sure to have read Manual Appendix E, "Symbolic Imagery"

#### **6. Preparation for Nov. 15 class**

##### **Discussion Topics:**

Goals, Modes, and Attitudes  
Balancing Inner and Outer  
Coaching for Clearing Overleaf Patterns

##### **Homework to complete before class:**

Purpose Workbook, Chapter 2, "Your Role, Goal, Mode, and Attitude," pages 34-48, starting with "The Seven Goals" thru the end of the chapter  
Reflect on the questions about which of the goals, modes, and attitudes seem to be strongest in you

#### **THANKSGIVING HOLIDAY BREAK**

Week of November 24 off for study and reflection.

#### **Bonus Recording 2**

##### **Discussion Topics:**

Dream Interpretation

##### **Homework to complete before class:**

The information on Dream Interpretation is based on the Soul Book Appendix A "Exploring Your Dreams," pages 249-252, which is both simple and amazingly powerful!

## **7. Preparation for Nov. 29 class**

### Discussion Topics:

Polarities  
Balancing the Masculine and Feminine  
With the Integration Meeting

### Homework to complete before class:

Soul Book pages 197-208  
Explore the *Coaching Roadmap* or *Marketing Audio Program*  
on the website

**IMPORTANT NOTE:** Lab Class for this week will be on Wednesday, Nov. 30 in place of our regular Thurs. Class

## **8. Preparation for Dec. 6 class**

### Discussion Topics:

Centers  
Formatory Thinking

### Homework to complete before class:

Purpose Workbook Chapter 3, "The Centers," pages 49-70  
Purpose Workbook Chapter 5, "Obstacles and Opportunities,"  
pages 97 and 98, Subsection "5. Formatory Thinking"  
Listen to Purpose CD #3, "The Centers"

## **9. Preparation for Dec. 13 class**

### Discussion Topics:

Obstacles and Opportunities, Part 1  
Connecting with higher sources of wisdom  
Spiritual Plane Communication

### Notes:

Purpose Workbook Chapter 5, "Obstacles and Opportunities,"  
pages 91-97, thru Subsection "4. Charged Emotions"  
Manual Section V, "Connecting with the Higher Realms,"  
pages 1-8  
Explore the *Coaching Roadmap* or *Marketing Audio Program*  
on the website

## **DECEMBER HOLIDAY BREAK**

Weeks of Dec. 20 and Dec. 27 off for holiday cheer and maybe some study and reflection.

## **Bonus Recording 3**

### Discussion Topics:

Marketing Your Holistic Practice

### Homework to complete before class:

This is one of many class recordings on a variety of topics  
related to marketing that you can find on your "Bonus  
Marketing Audios Download Page" at  
[gettingthru.org/ymarket.htm](http://gettingthru.org/ymarket.htm)

## **Extra Bonus: Body Types**

### **10. Preparation for Jan. 3 class**

#### **Discussion Topics:**

Common Problems and Solutions  
Core Issues/ Chief Defenses/Negative Poles  
Changing Perspectives  
(Mention Body Types)

#### **Homework to complete before class:**

Manual Section IV, "Common Obstacles & Solutions," pg. 1-7  
Purpose Workbook Chapter 4, "Chief Defenses and Body  
Types," pages 71-78, on Chief Defenses, thru "The Full  
Moon's Influence"  
Listen to Purpose CD #4, "Chief Defenses and Body Types"

### **11. Preparation for Jan. 10 class**

#### **Discussion Topics:**

More on Obstacles and Opportunities  
Life Purpose and Every Day Metaphors  
Reality Shift with EFT

#### **Homework to complete before class:**

Purpose Workbook, Chapter 5, "Obstacles and Opportunities,"  
pages 98-108  
Listen to Purpose CD #5, "Obstacles and Opportunities"

### **12. Preparation for Jan. 17 class**

#### **Discussion Topics:**

Conducting Ceremonies and Rituals  
Teaching Classes and Seminars

#### **Homework to complete before class:**

Manual Section VI, "Conducting Ceremonies and Rituals"  
This would also be a good time to complete the Open Book  
Exam, which will be available on the website well in  
advance of the completion of this course

### **Bonus Recording 4**

#### **Discussion Topics:**

Holistic Support/ Action Plan for Conscious  
Participation in Spiritual Journey  
Meeting the Magician

#### **Homework to complete before class:**

Manual Section II, "The Spiritual Journey," Subsections G, H,  
and I, pages 10-14  
Handouts for Holistic Support are on the website

### **A NOTE ON THE OPEN BOOK EXAM**

It is our intention to provide an exam at the end of each course that aims to focus on concepts covered in the course that we consider to be important. This exam provides an opportunity for you to integrate your learning experience and do a final review of the material.

### **COMPLETING THE COURSE**

Refer to the "Completing the Course" file on the website for complete information on practice and other course completion requirements.