



# ONE-ON-ONE GUIDE

**NAME:**

**DATE:**

## AGENDA:

- 1.
- 2.
- 3.

## ACCOMPLISHMENTS:

- 1.
- 2.
- 3.

## CHALLENGES:

- 1.
- 2.
- 3.

## GOALS:

- 1.
- 2.
- 3.

## NEXT STEPS AND COMMITMENTS:

- 1.
- 2.
- 3.