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ICF ICF-ACC Exam Syllabus Topics:

Topic	Details
Topic 1	• Domain: Coaching Competencies, Strategies, and Techniques: This section measures the skills of Life Coaches in applying coaching competencies, strategies, and techniques. It includes knowledge of how to contract with clients, focusing on key elements of a coaching agreement. It also covers the ICF Core Competencies, goal setting, motivation, and a variety of coaching techniques, tools, and resources. This section ensures coaches are equipped to effectively support clients in achieving their goals.
Topic 2	• Domain: Definition and Boundaries of Coaching: This section evaluates the expertise of Coaching Consultants in understanding the definition of coaching and the coaching process. It includes differentiating coaching from related professions like therapy, counseling, mentoring, and consulting. Additionally, it covers knowledge of when and how to make appropriate referrals to mental health professionals and recognizing signs of mental health conditions that may hinder coaching progress. This section ensures coaches maintain clear boundaries and make informed decisions for client well-being.
Topic 3	• Domain: Coaching Ethics: This section of the exam measures the skills of Professional Coaches and covers knowledge of professional ethics codes, including understanding what constitutes a conflict of interest. It also evaluates awareness of relevant laws, regulations, and organizational policies related to confidentiality, such as identifying factors that may necessitate breaking confidentiality. This section ensures that coaches adhere to ethical standards and legal requirements.

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ICF Associate Certified Coach Sample Questions (Q34-Q39):

NEW QUESTION # 34
Your client is a very creative person who thinks in pictures and learns visually. You, as a coach, are not naturally visual. In order to encourage and facilitate your client's learning, the best response is:

- A. Bring a whiteboard into the coaching session where you and the client can use the space to draw pictures, connections, or add any visual aids that might encourage your client's learning.
- B. Ask the client about what they know about their preferred learning style and enquire whether using a whiteboard would be a good idea.
- C. Tell your client that you are not able to work with them, as you are not a visual and creative person, therefore not a good coaching match.
- D. Let your client know that to solve problems it is more important to be rational and to approach the problem from a more sensible point of view.

Answer: B

Explanation:
The ICF Core Competency 4, "Cultivates Trust and Safety," emphasizes adapting to the client's needs to create a supportive environment (ICF Core Competencies, 4.1). Additionally, Competency 6, "Listens Actively," requires coaches to be attuned to the client's way of processing information (6.2). Option D aligns with these principles by demonstrating curiosity and partnership. Asking the client about their preferred learning style respects their autonomy and ensures the coach does not assume what works best, which is a key aspect of the ICF Code of Ethics, Section 4, "Responsibility to Practice and Performance" (4.1 - Adapting to client needs).
Option A violates the ethical principle of non-discrimination and fails to adapt to the client's needs, potentially undermining trust.
Option B assumes the whiteboard is the solution without client input, which does not fully partner with the client (Competency 2.2 - Partnership). Option C dismisses the client's visual learning style, contradicting Competency 7, "Evokes Awareness," which encourages leveraging the client's strengths (7.1). Thus, D is the best response as it fosters collaboration and tailors the approach to the client's preferences.
References: ICF Core Competencies (4.1, 6.2, 7.1); ICF Code of Ethics (Section 4.1).

NEW QUESTION # 35
At the end of the session, the client states that they are quite happy with their new awareness and are ready to leave. The best response is:

- A. Are happy for the client and let them go.
- B. Tell the client that a coaching session is not finished until they have an action plan.
- C. Ask the client whether it might be helpful to explore some actions and accountability measures.
- D. Ask what they would like to work on next time.

Answer: C

Explanation:
Comprehensive and Detailed Explanation:
Option A aligns with Competency 8.2, "Partners with the client to design goals, actions, and accountability measures," by inviting the

client to consider next steps without forcing them, respecting autonomy (Competency 8.3) and partnership (Competency 2.2). It adheres to Ethics Section 1.1 (client-led process).

Option B ends prematurely, missing growth opportunities (Competency 8). Option C imposes a rule, violating Competency 2.2 and Ethics Section 2.2. Option D shifts focus to the future without integrating current awareness (Competency 8.1). A best balances closure and progress.

NEW QUESTION # 36

Which action, if taken by a coach at the end of a session, would most likely help a client continue to make progress?

- A. Working with the client to develop an action plan that acknowledges support and resource barriers
- B. Distributing a survey to assess the client's level of satisfaction with the coaching progress
- C. Emphasizing some negative outcomes that could occur if the client does not reach their goals
- D. Sharing literature relevant to the client's goals for them to review before the next coaching session.

Answer: A

Explanation:
ICF Competency 8 ("Facilitates Client Growth") focuses on "transforming learning into action" through specific, realistic plans that support ongoing progress. Addressing barriers ensures sustainability (ICF Definition of Coaching). Let's evaluate:
* A. Distributing a survey to assess the client's level of satisfaction with the coaching progress: This evaluates the process but doesn't directly drive progress (Competency 8).
* B. Working with the client to develop an action plan that acknowledges support and resource barriers: This aligns with Competency 8, empowering the client with a tailored, actionable strategy for continued growth.
* C. Emphasizing some negative outcomes that could occur if the client does not reach their goals:
Fear-based motivation contradicts ICF's positive, client-led approach (Competency 5).
* D. Sharing literature relevant to the client's goals for them to review before the next coaching session: This supports learning but lacks the actionable focus of a plan (Competency 8).
Option B most likely helps the client progress, per ICF's growth-focused framework.

NEW QUESTION # 37

Which reflects an ethical violation that would fall under a coach's responsibilities related to practice and performance?

- A. Failing to alert involved parties when there is a conflict of interest
- B. freaking confidentiality when a client is threatening to harm themselves
- C. Providing coaching to some clients and consultation to others
- D. Meeting with a sponsor to discuss their role in the coaching process

Answer: A

Explanation:
The ICF Code of Ethics (Section 2, "Responsibility to Practice and Performance") includes obligations to maintain professional integrity, such as disclosing conflicts of interest (Section 3.2: "I will disclose to my clients any conflict of interest"). Failing to do so violates this responsibility. Let's evaluate:
A . Providing coaching to some clients and consultation to others: This is permissible if roles are clear and agreed upon (ICF Code of Ethics, Section 1.2), not an ethical violation.
B . Breaking confidentiality when a client is threatening to harm themselves: This is allowed under Section 4.3 ("to prevent serious harm"), not a violation.
C . Meeting with a sponsor to discuss their role in the coaching process: This is ethical if disclosed in the agreement (Section 1.2), not a violation.
D . Failing to alert involved parties when there is a conflict of interest: This breaches Section 3.2, undermining the coach's responsibility to practice with transparency and integrity.
Option D reflects an ethical violation under "Responsibility to Practice and Performance."

NEW QUESTION # 38

At the end of the session, the client states that they are quite happy with their new awareness and are ready to leave. The worst response is:

- A. Are happy for the client and let them go.
- B. Ask the client whether it might be helpful to explore some actions and accountability measures.
- C. Tell the client that a coaching session is not finished until they have an action plan.
- D. Ask what they would like to work on next time.

Answer: C

Explanation:
Comprehensive and Detailed Explanation:
Option C is the worst because it imposes the coach's agenda ("not finished until..."), undermining client autonomy (Competency 8.3) and partnership (Competency 2.2). It violates Ethics Section 2.2 (avoiding bias) and contradicts the ICF Definition of Coaching, which prioritizes client-driven outcomes over rigid structures.
Option A (best, see Question 13) invites collaboration. Option B lacks depth but respects the client. Option D shifts focus prematurely. C most severely disrupts the coaching dynamic.

NEW QUESTION # 39
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