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### ICF ICF-ACC Exam Syllabus Topics:

| Topic   | Details  |
|---------|--|
| Topic 1 | <ul style="list-style-type: none"><li>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.</li></ul> |
| Topic 2 | <ul style="list-style-type: none"><li>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.</li></ul>   |
| Topic 3 | <ul style="list-style-type: none"><li>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.</li></ul>  |

## ICF Associate Certified Coach Sample Questions (Q65-Q70):

### NEW QUESTION # 65

Which is typically specified as a responsibility of the coach in a coaching agreement?

- A. Clarifying the conditions under which the coaching goals should change
- B. Describing the services the coach will provide to the client
- C. Determining what information is considered confidential
- **D. Specifying how long the coaching relationship will last**

**Answer: D**

Explanation:

The ICF Code of Ethics (Section 1.1) mandates that coaches "create an agreement/contract regarding the roles, responsibilities, and rights of all parties involved" before beginning a coaching relationship. A key responsibility of the coach in this agreement is to clearly outline the nature and scope of services provided, ensuring transparency and alignment with the client's expectations (ICF Competency 3: "Establishes and Maintains Agreements"). Let's evaluate the options:

\* A. Describing the services the coach will provide to the client: This is explicitly required by ICF standards. The coaching agreement must detail what coaching entails (e.g., frequency, format, process), distinguishing it from other services like consulting or therapy (ICF Code of Ethics, Section 1.2). This fosters trust and clarity, per Competency 5 ("Cultivates Trust and Safety").

\* B. Determining what information is considered confidential: While confidentiality is critical (ICF Code of Ethics, Section 4), it is a mutual understanding shaped by legal and ethical standards, not solely the coach's responsibility to "determine." It's typically addressed jointly in the agreement.

\* C. Clarifying the conditions under which the coaching goals should change: Goal-setting is a collaborative process (ICF Competency 3), and while conditions for change may be discussed, this is not typically specified as the coach's unilateral responsibility in the agreement.

\* D. Specifying how long the coaching relationship will last: Duration may be included in the agreement, but it's not universally required and often depends on client needs or mutual agreement, making it less fundamental than describing services.

Option A is the most accurate, as it reflects the coach's core responsibility under ICF guidelines to define the coaching services explicitly in the agreement.

### NEW QUESTION # 66

Which best reflects the meaning of the term "conflict of interest" as it relates to the ICF Code of Ethics?

- A. The client has so many interests that it becomes a challenge to identify clear coaching goals
- **B. The coach serves one of their own interests that works against one of the client's interests**
- C. The coach and the client cannot agree on what will serve as the client's best interest during the coaching
- D. The interests expressed by the client have the potential to work against the coach's plan for the session

**Answer: B**

Explanation:

The ICF Code of Ethics (Section 3.1) defines a conflict of interest as "a situation in which a coach has a private or personal interest sufficient to appear to influence the objective exercise of their professional duties." It's about the coach's competing interests, not the client's. Let's analyze:

A. The client has so many interests that it becomes a challenge to identify clear coaching goals: This is a coaching challenge, not a conflict of interest per ICF's definition.

B. The coach and the client cannot agree on what will serve as the client's best interest during the coaching: (Assuming "coi" is "coaching") This is a disagreement, not a conflict of interest involving the coach's personal gain.

C. The coach serves one of their own interests that works against one of the client's interests: This matches Section 3.1, where a coach's personal agenda (e.g., financial gain) undermines client needs, requiring disclosure (Section 3.2).

D. The interests expressed by the client have the potential to work against the coach's plan for the session: This is a misalignment of goals, not a conflict of interest tied to the coach's personal benefit.

Option C best reflects ICF's definition of a conflict of interest.

### NEW QUESTION # 67

Your session has a few minutes left, and the client has discovered some great new insights and has a good plan of action in place. To close the session in a partnering way, the worst response is:

- A. Inform the client that the time is almost up and close the session with some insights gained.
- **B. Inform the client that the time is up, but in the last 2 minutes you can summarize the session for the client.**
- C. Inform the client that the time is almost up and ask how they would like to close.
- D. Inform the client that the time is almost up and share what stood out for you as a coach during the session.

**Answer: B**

Explanation:

Comprehensive and Detailed Explanation:

Option D is the worst because it unilaterally dictates the closure (summarizing) without client input, violating Competency 2.2 (partnership) and Competency 8.2 (collaborative closure). It breaches Ethics Section 2.2 (avoiding imposition) and undermines the client's role in the process.

Option A assumes content but isn't as rigid. Option B focuses on the coach but allows client response. Option C (best, see Question 25) empowers. D most severely disrupts the partnering dynamic.

### NEW QUESTION # 68

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. Ask the client about what they know about their preferred learning style and enquire whether using a whiteboard would be a good idea.**
- B. 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.
- 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: A**

Explanation:

Comprehensive and Detailed 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.

### NEW QUESTION # 69

Which statement regarding discrimination and coaching is most accurate?

- **A. Avoiding discrimination means treating others equally while respecting local customs and rules**
- B. Coaches should avoid discussing topics related to discrimination with their clients
- C. Behaviors that discriminate are expressed consciously intentionally and overtly
- D. Preventing discrimination from impacting coaching is more an art than a science

**Answer: A**

### NEW QUESTION # 70

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It is impossible for everyone to concentrate on one thing for a long time, because as time goes by, people's attention will gradually

decrease. Our ICF-ACC study materials can teach users how to arrange their time. Experimental results show that we can only for a period of time to keep the spirit high concentration, in reaction to the phenomenon, our ICF-ACC Study Materials are arranged for the user reasonable learning time, allow the user to try to avoid long time continuous use of our products, so that we can better let users in the most concentrated attention to efficient learning.

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