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## **ICF ICF-ACC Exam Syllabus Topics:**

Topic	Details
Торіс 1	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.
Торіс 2	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.
Торіс 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 (Q85-Q90):

## **NEW QUESTION #85**

A coach is approached by a company with a request to provide coaching services to an employee If the coach and potential client meet and determine they would like to work together, what is the next step?

- A. Identify the company's goals
- B. Develop an evaluation plan
- C. Draft a coaching agreement
- D. Begin the coaching process

#### Answer: C

#### Explanation:

ICF Competency 3 ("Establishes and Maintains Agreements") requires a formal agreement before coaching begins, outlining roles, responsibilities, and logistics (ICF Code of Ethics, Section 1.1). This step follows mutual interest and precedes coaching. Let's analyze:

- A. Begin the coaching process: Starting without an agreement violates ICF ethics and competency standards.
- B. Draft a coaching agreement: This is the next step, ensuring clarity and consent, especially with a third-party (company) involved (ICF Code of Ethics, Section 1.2).
- C . Identify the company's goals: This may inform the process but follows agreement drafting, which focuses on the client's goals (Competency 3).
- D. Develop an evaluation plan: This occurs later, after goals are set (Competency 8).

Option B is the correct next step, per ICF's agreement requirements.

#### **NEW QUESTION #86**

The client asks you to call them every day to make sure they do their homework. The worst response is:

- A. Reject that demand-you are not the client's nanny.
- B. Call them-you are a service provider after all.
- C. Help the client think about ways he/she could remind him/herself.
- D. Tell the client that this will cost extra.

#### Answer: D

#### Explanation:

Comprehensive and Detailed Explanation:

Option C is the worst because it shifts the coaching relationship into a transactional exchange, undermining Competency 2.2 (partnership) and Ethics Section 2.1 (maintaining professional boundaries). It fails to address autonomy (Competency 8.3) or facilitate growth, contradicting the ICF Definition of Coaching.

Option A is blunt but sets a boundary. Option B risks dependency but meets the request. Option D (best, see Question 15) empowers the client. C most severely misaligns with coaching principles.

#### **NEW QUESTION #87**

If a client shares that they have been struggling to sleep for over a month, which would be the best action for the coach to take?

- A. Ask the client if they have considered seeking help from a mental health professional
- B. Suggest that the client share what possible worries may be keeping them awake
- C. Suggest that the client consider relaxation techniques to improve their sleep
- D. Ask the client whether they want to change their coaching goals to focus on this challenge

## Answer: D

#### **NEW QUESTION #88**

Your client shares that finally, after many months, they are making progress in an area that has been difficult for them. The best response is:

- A. Ask the client why they did not make this progress sooner, as they had a good plan in place, and should've resolved the issue already.
- B. Slam the desk, shouting "YES YES YES" and fist pump the air in celebration of your client and your good work.
- C. Listen to the client share, and after a few wows, reflect back to the client some of the path they have walked over the past few months, sharing what you respect and admire in the client.
- D. Remind the client that this change has come only because of the coaching and the help that the coach has been giving.

#### Answer: C

#### Explanation:

Comprehensive and Detailed Explanation:

Option D aligns with Competency 6, "Listens Actively" (6.1 - Reflects client's experience), and Competency 4.1 (creates a safe, supportive environment), by honoring the client's journey and reinforcing their agency. It adheres to Ethics Section 1.1 (respecting client achievements) and avoids taking credit, per Ethics Section 2.2.

Option A may overwhelm or shift focus to the coach. Option B criticizes, undermining trust (Competency 4.1). Option C claims credit, violating Competency 2.2 (partnership). D best celebrates the client's progress collaboratively.

## **NEW QUESTION #89**

Which adjectives best reflect the competency Embodies a Coaching Mindset?

- A. Decisive, agreeable and observant
- B. Focused, task-oriented and professional
- C. Open curious. and flexible
- D. Careful, prepared and purposeful

#### Answer: C

#### Explanation:

ICF Competency 2 ("Embodies a Coaching Mindset") describes a coach who is "open to not knowing, curious about the client's perspective, and flexible in adapting to the client's needs." This mindset prioritizes a non-judgmental, exploratory stance over rigidity or task focus. Let's evaluate:

- \* A. Focused, task-oriented, and professional: While professionalism matters, "task-oriented" suggests a directive approach, misaligned with the client-centered curiosity of Competency 2.
- \* B. Decisive, agreeable, and observant: "Decisive" implies control, and "agreeable" may suggest pleasing rather than challenging, both inconsistent with the exploratory nature of a coaching mindset.
- \* C. Careful, prepared, and purposeful: These are positive traits, but "careful" and "prepared" imply caution and structure over the openness and adaptability central to Competency 2.
- \* D. Open, curious, and flexible: These directly reflect Competency 2's emphasis on being receptive, inquisitive, and adaptable, fostering a mindset that supports client growth (ICF Code of Ethics, Section 1).

Option D best captures "Embodies a Coaching Mindset," per ICF's competency definition.

#### **NEW QUESTION #90**

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