



# COACHING FOR LAWYERS.com

DANIEL ROBERTS, J.D., Professional Lawyer Coach

DR@COACHINGFORLAWYERS.COM · WWW.COACHINGFORLAWYERS.COM  
85 W BLACKSTONE RD, ORO VALLEY AZ 85755  
(707) 502-2550

## Profitability

My monthly income is consistently high enough to pay my bills, taxes and other obligations as they become due.	
My office/law firm's expenses are reasonable. There is not a struggle each month to cover the overhead.	
I have/my law firm has a marketing plan and follow it faithfully.	
I have/my law firm has the support staff and technology necessary to get the work out cost effectively.	
My/my law firm's law practice areas are diversified enough to avoid financial risk.	
My/my law firm's client base is diversified enough to avoid financial risk.	
I am not underpaid. I make as much or more than my services are worth on the legal market.	
I am doing everything I can to maximize my income and minimize my expenses.	
Compared to my peers, I am doing well financially.	
My legal fees are priced right.	
I have developed a network that refers legal work to me.	
My clients give me repeat business and refer legal business to me.	
My legal work is always done on time.	
The invoices for my legal work are sent out timely and regularly.	
There are at least good 3 reasons why clients should choose my/our law firm over our competition.	
I/my law firm am constantly aware of our monthly expenses, receivables and work in progress.	
	AVERAGE FOR SECTION

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## Environment

I like the people I work with and enjoy being around them.	
The atmosphere at my law office/law firm is positive and healthy. There are no petty politics or personality problems to deal with.	
I have the right people in my support staff and they do a great job. No improvement is possible.	
The law office looks professional and I am proud of its appearance.	
The office environment brings out the best in me.	
My law firm and I are compatible. We share the same values and philosophy.	
I get along well with, like and respect the other attorneys in my office.	
I am happy with my personal office space, desk, chair, equipment and décor. There is nothing I would change.	
People's personal affairs and problems are handled considerately and appropriately and do not interfere with business.	
The attorneys and staff in my office give me a feeling of a team with a shared purpose.	
Law office administrative functions are handled efficiently and do not waste my time.	
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## Productivity

I have mastered the use of all of the technology in my office. I have all of the books, computers, software and equipment I need to do my work well and be efficient.	
My staff is well trained. There is nothing they need to learn and no skills they need to develop in order to support me.	
I do not procrastinate.	
I schedule interruption-free time into every workday to do important tasks.	
I don't waste time. I am clear on what is the highest and best use of my time.	
I delegate whenever possible.	
I handle the most important tasks first. I handle important tasks before they become urgent.	
I don't over commit. I have enough time to comply with deadlines.	
I always under promise and over deliver.	
I have a system for efficiently handling voicemail and email and I stick to it.	
I am very good at estimating the time it will take to perform each task.	
I schedule breaks to keep my energy up.	
I ask others for help when I need it.	
I concentrate my efforts in areas where I have my greatest strengths. I avoid work in areas where I have my greatest weaknesses.	
I know and use the techniques for good decision making.	
I have the self-discipline to stay focused on my work.	
I know and use time management techniques. I schedule what to do and when to do it and I stick to my plan.	
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## Future Prospects

I am in the right career. I can see myself practicing law until I retire.	
I am working at the right place. I can see myself working in my present law practice/law firm into the foreseeable future.	
I am in the right legal practice area. It has a bright future with good income potential.	
I am on track to make all of the money I want to make in my legal career.	
I have a plan to develop my law practice/legal career.	
I am on a path of professional growth that will give me the knowledge and experience I need to achieve my legal career goals.	
I stay on track with my plans; I don't just take the easiest path.	
I am very clear on what I want out of my legal career/law practice and how to achieve it.	
I keep up with the legal profession; statistics, trends, new practice areas and challenges. I am well informed.	
I know exactly what my ideal legal case is.	
I can describe precisely my ideal legal client.	
I have a system to maintain contact with my former law clients and I use it. I have a network of attorneys and business contacts and I keep in touch with my network.	
I know exactly how my legal career/law practice fits into my life plan.	
I don't do it all alone. I get help from experts to help me achieve my goals.	
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The top 5 strengths I bring to my professional life:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

The top 5 challenges I face in my professional life:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

What is the most important change you would like to make in your legal career/law practice in the next three months.

What is the one decision you could make right now that would have a major impact on your law practice/legal career?



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## Finances

I am not stressed about money.	
I am following a plan for financial independence.	
I regularly invest or save a portion of my income.	
I do not have credit card debt.	
I am very knowledgeable about money and finances.	
When I buy, I buy wisely and base my decisions on value and quality.	
I have enough money saved for at least three months of living expenses.	
The work that I do provides more than enough money for my needs and wants.	
I am following an investment plan that will fully fund my retirement needs.	
I have a budget and I follow it faithfully.	
I have an excellent credit rating.	
I do not overspend.	
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## Health

I exercise regularly and am in excellent shape for my age.	
I watch my diet, both the kind and the amount of food I eat.	
I do not smoke.	
I do not drink excessively.	
I watch my caffeine intake.	
I receive regular check ups and medical care.	
I visit my dentist regularly.	
I do not have high blood pressure or high cholesterol.	
I take vitamins and supplements daily.	
I get plenty of sleep.	
I meditate or have some period of quiet reflective time every day.	
I avoid stress and if it occurs I handle it effectively.	
I do not put myself at risk for sexually transmitted diseases.	
There is nothing I am doing to endanger my health.	
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## Self-Awareness

My personal values are clear and I use them to guide my life.	
I know myself well and like the person that I am.	
I have resolved all of my past issues.	
I know my strengths and my weaknesses.	
I don't spend time with unpleasant people.	
I set high standards for myself and live up to them.	
I don't let people take advantage of me.	
I have developed my spiritual nature.	
I tolerate very little.	
I know my purpose and mission in life.	
I feel that I am at choice as to how to live my life.	
I know exactly what I want out of my life.	
I have a life plan and am working the plan.	
I could die today with no regrets.	
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The top 5 challenges I face I my personal life:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

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## III. What I have/what I want

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The things in my life I am the most grateful for:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

The things I most want to change in my professional or personal life:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

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## IV. The actions I will take to make these changes

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