

# Integrative Life Coaching Workbook



## Welcome to IWA Coaching!

I am excited that you have chosen to explore this incredible journey to become a life coach with IWA. Our course takes an integrative approach to teaching life coaching, which was developed over many years of study, research, and practical experience. I developed this methodology to provide you with the most integrative instruction on life coaching, incorporating key concepts from life coaching, wellness, psychology, neuro linguistics, holistic healing and behavior modification into the curriculum.

One of the cornerstone concepts in integrative life coaching is that to achieve wellness you must balance the four systems outlined in the Holistic Self Model.

You will find your study of integrative life coaching to be unique, differing from any other course you may have taken. You will actually be receiving two separate kinds of education. The first is intellectual. Starting with basic concepts and progressing into the intricacies of life coaching. You will then delve into the practical applications of the integrative life coaching toolkit with techniques, exercises, and real world examples.

We know your experience here at IWA will be both challenging and rewarding. If we can assist you in any way, please contact us. Again, welcome to IWA Coaching!

Sincerely,

Dr. Rachel Eva Dew  
IWA Founder

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## HOW TO USE THIS COURSE

Before you dive in, we have a few recommendations for getting the most out of your experience.

## THINGS YOU MIGHT NEED

To enjoy this course, you only need your computer or mobile device, internet access, and a desire to learn. However, here are a few other items we think will enhance your learning experience. Please be sure to add [info@iwacoaching.com](mailto:info@iwacoaching.com) to your email address book so our communication does not go to your junk folder.

## CLASS WORKBOOK

This printable PDF, filled with helpful guides.



## COURSE MATERIALS

All course materials are provided in electronic format. Links to download course materials are listed on the Handouts tab for the Introduction Unit. You will need a journal or notebook, your computer, internet connection, adobe acrobat or pdf reader, internet browser and a little time set aside daily to work on the materials and view the lessons. You'll want to keep your writing tools handy throughout the course for taking notes and completing assignments and exercises.

## ILC TEXTBOOK

We offer a textbook for sale that many students find helpful. The textbook is not required to complete the course or to learn the material. Some people learn best from reading and this is why we also provide that option. If you are interested in purchasing a textbook, please visit our [SHOP](#). If you do not purchase the textbook be sure to take detailed notes.

WEEK 1	WEEK 2	WEEK 3
<b>MODULE 1 FOUNDATIONS</b> 01 COURSE INTRODUCTION • Welcome • Course Guidelines • Course Overview • Course Handbook • Course Schedule • ILC Reading List • ILC Referral Program 02 LIFE COACHING FOUNDATIONS • Action Learning • Asking Powerful Questions • Active Listening & Silence • Needs: Use & Create in Model • Integration & Holistic Wellness • Integrative Life Coaching Overview 03 LIFE COACHING FUNDAMENTALS • Models & Progressions • ILC Principles • Models of the World • Coaching Toward Balance • Model Study Questions	<b>MODULE 2 FRAMEWORKS</b> 04 HOLISTIC LIFE COACHING MODEL • Model System • Emotional System • Physical System • Spiritual System 05 LIFE COACHING GUIDELINES • Coaching Guidelines Part 1 • Coaching Guidelines Part 2 • Coaching Guidelines Part 3 06 LIFE COACHING HEALTH & NUTRITION • Nutrition Coaching Part 1 • Nutrition Coaching Part 2 • Nutrition Coaching Part 3 • Fats, Carbs, and Calories • Herbs • Healthy Habits	<b>MODULE 2 FRAMEWORKS</b> 07 SCIENCE & COACHING TOOLS • Coaching • Core Issues • Foundations Part 1 • Foundations Part 2 08 LIFE COACHING RESEARCH • Research & Statistics Part 1 • Research & Statistics Part 2 • Research & Statistics Part 3 09 LIFE COACHING MIND-BODY CONNECTION • Mind-Body Medicine • Mind-Body Medicine Checklist • Quantum Physics & ILC • Quantum Physics & Energy • Quantum Physics & Linguistics • Quantum Physics & Life Coaching

## SUGGESTED COURSE SCHEDULE

There are over 50 lessons. It's tempting to finish all of the lessons in one sitting. We'd like to recommend our suggested viewing schedule, which you'll find on page 5 of this Course Workbook.

## Continued Education

Visit our site to  
learn more

## LEARNING OPPORTUNITIES

Once you have completed the Integrative Life Coaching Certification Course you may enroll and continue on to the Master Integrative Life Coaching Certification Course if you desire to deepen and expand your education, skill set and integrative coaching tool kit. IWA also offers numerous additional courses for expansion as well. These can be found listed [HERE](#)

## HOW TO GET CERTIFIED

You will need to complete and submit all the assignments below within six months of registration. Once you pass all the assignments, you will be mailed your certification.

- 30-Day Action Plan
- Client Intake & History Form
- Wellness Journal
- Final Exam
- Final Practicum

### Certification Requirement Details

Complete the 'client intake/personal history' document. It is important to fill it out PRIOR to taking the class so that you will be able to be uninfluenced in your answers. You will use your own client intake as part of your assignments.

We encourage you to email IWA the 'Client Intake/Personal History' form back to us when you complete it, however that is not required. It is simply for accountability. Please be aware that if you choose to email it in, the instructors do not provide feedback or coaching on your personal intake.

Once you have completed the 'Client Intake/Personal History' begin your lessons! It is important to go through the course IN ORDER. Each lesson builds upon the last. Be sure to also complete viewing ALL of the videos towards the end of the course.

Once you have completed all of the online lessons and your assignments (the 30-Day Action Plan and Wellness Journal), submit your work in the online course or email to IWA. Please use one of these formats when uploading or emailing your work (.doc, .pdf, .jpg, .png, .jpeg, or .gif). Then continue to proceed with the final exam portion and final practicum. Directions for your practicum and the guidelines are listed in the practicum unit inside of the section '[IWA CERTIFICATION](#)'.

When uploading the assignments into the course within the section '[IWA CERTIFICATION](#)' be sure to add your first and last name as the author when you submit your work. Also please be sure to include your full name within each of the assignment documents you submit

After we receive your assignments, the completed final exam, and final practicum, please allow 10–14 days for our team to respond with your results. When you have successfully pass by 75% and your account is PAID IN FULL, we will mail you your certification! Certifications will be mailed within 2 weeks of receiving a confirmation of your current mailing address and the correct spelling of your name.

## KEY FEATURES OF THE COURSE

Here are a few general tips for navigating your way around the course website.



### AUDIO LESSONS

The online course is composed of audio lessons and downloadable handouts.



### ASSIGNMENTS

Pause and practice any tool or technique on yourself as you study each lesson to enhance your education.



### VIDEOS LESSONS

We have filmed part of the in-person training and provided as a Video Review section. These videos are NOT the complete course and are NOT meant to replace the online course. It is meant to deepen your understanding of the tools, techniques, and information you have learned. It is MANDATORY to view these videos as part of the course.



### SUPPORT

We are here to support you during this journey and welcome all of your questions via email or phone. Please allow our team up to 24 hours to answer any questions sent.



### FACEBOOK COMMUNITY GROUP

We encourage you to use the student forum for all your additional questions related to the material you study. Connect with our team and the coaching community to get support and insights as you become a life coach. You may also join or start virtual study groups, find another student to be your practicum volunteer client as well as view and post coaching resources. Please DO NOT use this for self-promotion, selling anything or posting affirmations. If you do so you will be removed from the group. To join the Facebook group click [HERE](#).



### QUESTIONS & FEEDBACK

We want to hear from you!

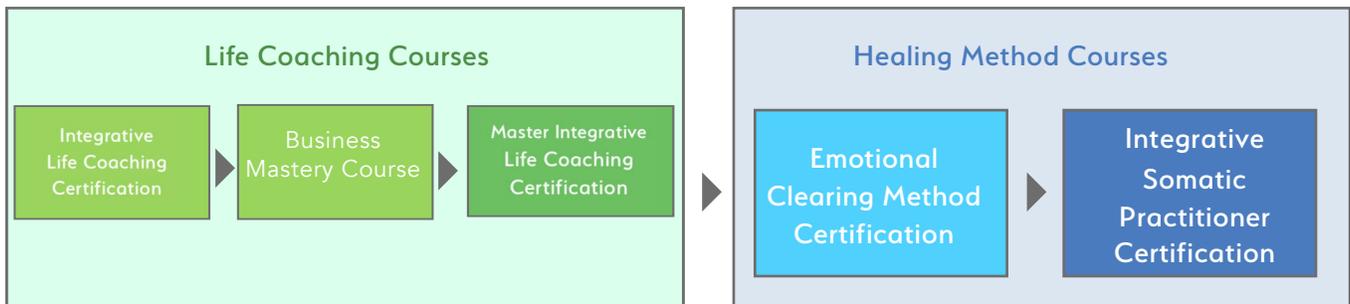
Email [info@iwacoaching.com](mailto:info@iwacoaching.com)

To schedule a call with an instructor use this [LINK](#)

## COURSE SCOPE & SEQUENCE

IWA offers professional and master programs for those who want to begin a life coaching business or expand their life coaching practice. Our Integrative Life Coaching Certification programs provide the training, tools, techniques, and resources for you to become a successful life coach and build a thriving practice.

The core curriculum of Integrative Life Coaching consists of two certifications—Integrative Life Coaching and Master Integrative Life Coaching. The Master level training is optional and gives students the ability to dive deeper into advanced coach training. Each semester includes 12 weeks of lessons and certification. In addition to the core Integrative Life Coaching courses, IWA also offers electives, niche courses, healing method courses, and special seminars. These will be announced via email. The following is a recommended course of study for ILC Students.



### Integrative Life Coaching

Integrative life coaching programs uniquely combine life coaching fundamentals, Holistic Life Model, Holistic Self Model, proprietary Inside-Out Outside-In Coaching Model, diverse healing modalities, coaching business basics, and life coaching certification. This is next level life coaching! The ILC Course introduces you to foundational life coaching concepts, including asking powerful questions, active listening, and create coaching plans. It also integrates neuroscience, clearing attachments, releasing trauma, clearing emotions, and mindfulness. The ILC Course gives you the foundation you need to launch your own coaching business where you will put this training into practice to help others transform their lives! Click [HERE](#)

Prerequisites: None

Course Schedule: 80-100 hours, study at your convenience within a 6-month time frame.

### Business Mastery Course

One of the largest challenges and roadblocks that keep coaches, practitioners and even doctors from a successful and thriving business is the lack of business and marketing mastery from their tool box. In this advanced business mastery course you will learn how to build, run and market a successful private practice as a coach or practitioner. You will learn from square one what tools you will need, how to cost effectively and simply create them, how to navigate online products, services, sales and marketing, how to best utilize technology to support your business needs, how to develop your unique message and marketing tools to maximize your time, resources and income. Don't waste time and energy trying to re-invent the wheel. After training thousands of coaches and practitioners learn what works in today's market in order to increase your business fulfillment and success! Click [HERE](#)

Prerequisite: None

Course Schedule: Study at your convenience.

### Master Integrative Life Coaching

In the Master Course, you will explore advanced ways to apply the principles you learned in ILC and combine with advanced tools and techniques. You will be able to deep dive into the 5 core niche coaching area—life coaching, family and relationships, career and performance, health and wellness, and spiritual coaching. This master level course will help you take your coaching practice to the next level and really master integrative life coaching. Whether you are looking to add new tools to your coaching toolbox in order to support your clients or your own self-development, Master Certification empowers you to do both. Click [HERE](#)

Prerequisite: Integrative Life Coaching Certification (you may begin the MILC course prior to completing your certification requirements for ILC, however your MILC certification will be held until the successful completion of the coursework and exam for ILC and the practicum for MILC). Course Schedule: 80 hours with no time limit. Each lesson is ~75 minutes long.

### **Emotional Clearing Method™**

The Emotional Clearing Method™ (ECM) practitioner certification was developed from cutting-edge research in the field of mind-body connection, integrating ideas from biofeedback, psychotherapy, cognitive behavioral therapy, behavior change, neuroscience, neuroplasticity, hypnotherapy, timeline therapy, research on emotions, belief effects, and self-development. Rachel Eva, founder of IWA, developed this proprietary technique after becoming board certified through the Association of Integrative Psychology, Inc. (AIP) and years of research, training, and clinical practice as an Integrative Life Coach and Hypnotherapist. She was frustrated with the delayed effects of other emotional healing techniques, which led her to combine her training and expertise to develop this innovative technique to more rapidly clear deep emotional issues.

In this ECM Practitioner Certification Course you will be trained and certified as an ECM Practitioner in both the basic and advanced ECM techniques as well as the ECM trauma specific processes to address physical, mental and emotional traumas, injuries, illness and disease in clients. Click [HERE](#)

Prerequisites: None

Course Schedule: Self-paced within 6-months.

### **Integrative Somatic Practitioner Certification Course**

When the central nervous system is calm and safe, the mind becomes clearer. Life becomes more effectively lived. Thriving becomes possible. Everything that shows up in the physical body is feedback. The body is always talking to us, it is our job to learn to listen, honor and respond.

Somatization is the name used when emotional distress is expressed by physical symptoms. Everyone experiences somatization at times. Examples include your heart beating fast or butterflies in your stomach when you feel nervous or muscles becoming tense and sore when you feel angry or under stress. Ever since people's responses to overwhelming experiences have been systematically explored, researchers have noted that a trauma is stored in somatic memory and expressed as changes in the biological stress response.

The Integrative Somatic Practitioner Certification Course trains and equips you to help people more effectively deal with stress, anxiety, depression and trauma through effective tools and techniques that empower individuals to increase their capacity for stressors, process and release stuck stress and trauma and even better understand and re-write the neural pathways (behavior patterns) that have developed as a result of current and past stuck emotions. Click [HERE](#)

Prerequisite: None

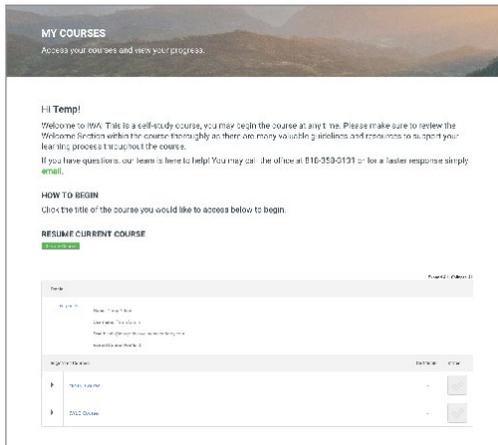
Course Schedule: Self-paced within 6-months.

## COMPUTER REQUIREMENTS

There is no need for any special software for the courses. What is already on your PC, Mac, Linux, or mobile device is sufficient. However, in order to optimally stream files, we strongly recommend a broadband connection (DSL, Cable or better) with downstream speed above 512K. If you are not sure what type of internet connection you may have, use <http://speedtest.net> to check your download and upload speeds.

For best streaming video viewing experience, please make sure you are using a strong internet connection, have your volume turned on and are using the most recent version of either Chrome, Firefox, or Safari browsers. If you currently use Internet Explorer and experience problems viewing the streaming video or audio, please switch to one of the preferred browsers.

- 1. Browser.** Use your preference: Internet Explorer, Firefox, Chrome or Safari. Make sure you are using the most recent browser version of either Chrome, Firefox, or Safari browsers. If you currently use Internet Explorer and experience problems viewing the streaming video or audio, please switch to one of the preferred browsers.
- 2. Cookies.** Cookies must be enabled to use our site. Make sure cookies are enabled in your browser.
- 3. Internet Connection.** For best streaming video viewing experience, please make sure you are using a strong internet connection. If you have internet connection issues, contact your internet service provider they can run a diagnostic on your modem and system to see where the problem might be and make sure that it's not an issue there.
- 4. Streaming Files.** Streaming files is a memory intensive task. If you experience a "lag" in files streaming it is generally an issue with your browser, computer processing speed, RAM working memory, or internet connection. If you experience delays in file streaming, close all other programs and browser windows. Close any necessary files and programs. Too many open files or programs running on a computer can use up RAM and slow file streaming.



### RESUME CURRENT COURSE

[Resume Course](#)

## How to use the Website

From the IWA homepage, Log In and enter your username and password. Click on the course name listed under My Courses at the bottom of your Dashboard. From here, you may enter the courses that you are enrolled in and access your Profile. Important information and announcements are posted on the Dashboard page, so check it regularly.

If you have any problems with the website, check out [Support Guidelines](#) or email [info@iwacoaching.com](mailto:info@iwacoaching.com) asking for technical assistance. For more information, access the Frequently Asked Questions pages on the website.

### [Technical FAQs](#)

### [Coaching FAQs](#)

### [Course FAQs](#)

## Course Navigation

When you are inside of your course you will see the course outline on the right hand side bar. Next to each lesson there is an arrow. If you click the arrow it will expand the lesson to show each class within the lesson.

## Watching Your Lesson

To watch your lesson, go to <https://iwacoaching.com> and log in at the top right. On the Dashboard page, click on your course from the My Courses list on the bottom of the screen.

You should now be on the Course main screen. Main course navigation is on the bottom of this screen as well as side navigation to the right.

## Resume Course

There is a resume current course button on your dashboard that takes you to where you left off your studies.

## Editing Up Your Profile

Your profile gives you the ability to provide information about yourself, change your password and set your preferences.

## My Account

The “My Account” link at the top of the page allows you to see your purchasing history, update your information, or edit your account billing information.

## COURSE TIMEFRAME

You will have 6 months to complete the course and turn in all assignments. If you need an extension when you are close to your deadline, please email [info@iwacoaching.com](mailto:info@iwacoaching.com) with how much time you need to complete the course and we will work with you. You must request an extension before your course expires.

If your goal is to complete the online course in three-months, our recommended course schedule is on the following pages. You will still have six months to complete the course from the date of registration.

## COURSE DIRECTIONS

Please go through the lessons in order. The course is structured to help you learn and retain the information in the most effective manner. The course begins with the foundational concepts and then moves towards the detailed techniques. The later sections of the course bring it all together and show specifically how each lesson is applied in coaching.

As an Integrative Life Coach it is important to be doing the work within your own life. Please try to apply as much of the information, tools and techniques as possible to your self, this will help you become an even better Integrative Life Coach!

Feel free to move through the curriculum at your own pace, however we request that you go through NO MORE than one full module per week. It is better to process and integrate the lessons fully before moving on to the next unit. The second half of the course is more time consuming and intensive so please plan accordingly.

You may choose to begin your Wellness Journal Entries immediately following learning the structure and purpose of the Wellness Journal entries, however, the 30-Day Action Plan are the assignments that you will complete AFTER you have listened to ALL audio lessons within the course. You may also choose to complete all journal entries and assignments within the 30 Day Action Plan upon completion of the course. Either way, the 30-Day Action Plan are the assignments (including your 30 Wellness Journal entries) that must be turned in along with your final exam and practicum in order to receive your certification. Your assignments and journal entries DO NOT need to be completed within 30 consecutive days. The practicum guidelines and requirements are listed in the practicum unit inside of the lesson: IWA CERTIFICATION.

## GETTING STARTED

**Step 1:** Download and complete the Client Intake Form and complete as if YOU are the client. Note that if you do not have any "problems" you are wanting to work on, ask yourself "What do I want to expand, increase, or better in my life?"

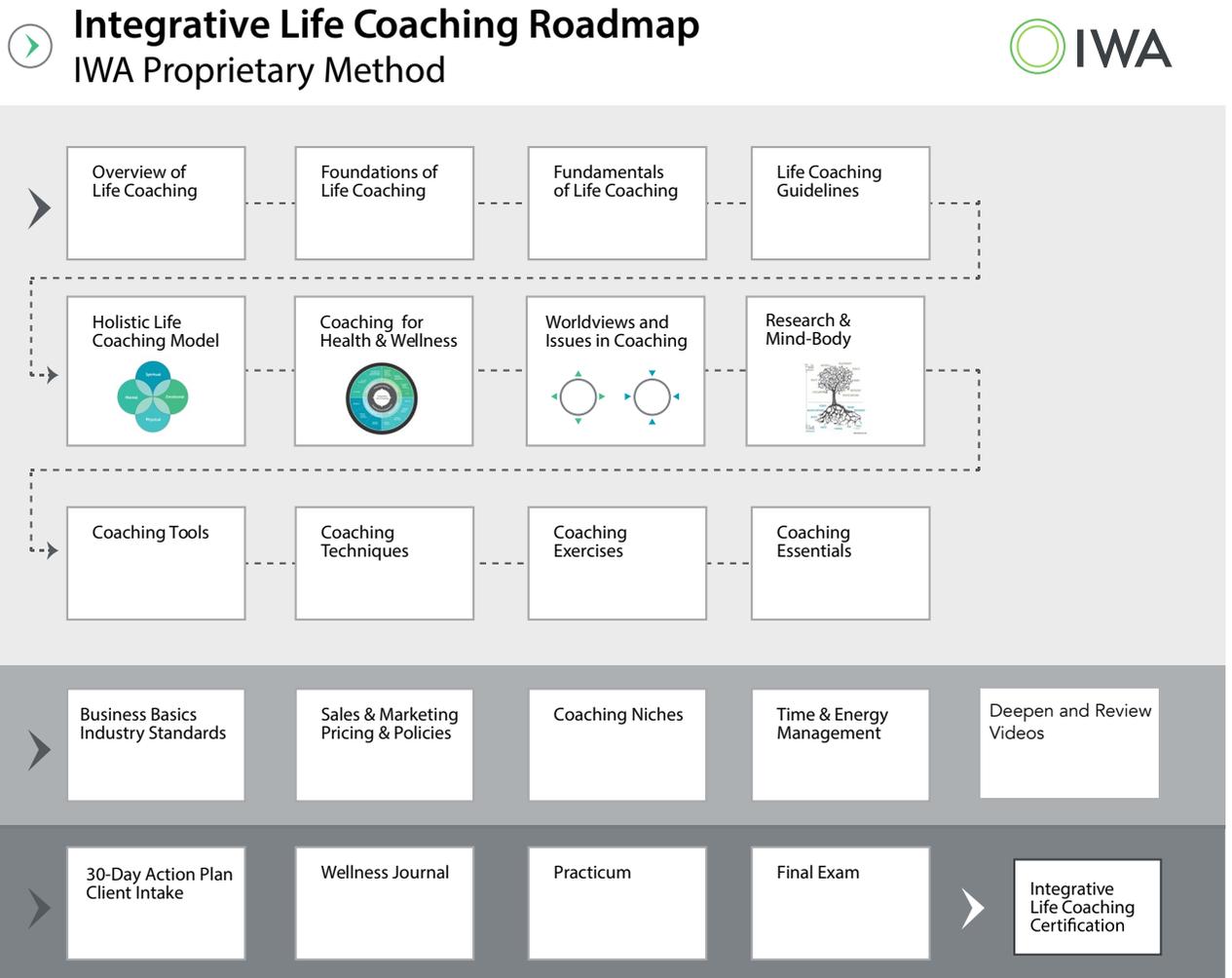
**Step 2:** Download the 30-Day Action Plan.

**Step 3:** Join the private [Facebook GROUP](#).

Quick note: If your Facebook name is different than the name you registered with IWA, please send an email to [info@iwacoaching.com](mailto:info@iwacoaching.com) to let our team know both names so that we do not accidentally deny your request. We want to keep this group for IWA coaches only.

### COURSE ROADMAP

This is a step-by-step roadmap that takes the guesswork and frustration out of becoming a successful integrative life coach. The IWA method is a simple to follow system that works for anyone wanting to become a life coach or integrate life coaching into your current job or business. IWA's proprietary integrative approach gives you the freedom to create your own niche based on your unique experience, skills, background, passion, and area of focus.



**WEEK 1**

**MODULE 1 FOUNDATIONS**

**01 COURSE INTRODUCTION**

- Welcome
- Course Guidelines
- Course Overview
- Course Handouts
- Course Schedule
- IWA Reading List
- IWA Referral Program

**02 LIFE COACHING FOUNDATIONS**

- Active Listening
- Asking Powerful Questions
- Holistic Wellness & Balance
- Inside-Out & Outside-In Model
- Integrative & Holistic Wellness
- Integrative Life Coaching Overview

**03 LIFE COACHING FUNDAMENTALS**

- Beliefs & Presuppositions
- NLP Presuppositions
- Models of the World
- Coaching Toward Balance
- Mind-Body Connection

**Assignments**

- Client Intake Form (YOU are client)
- Join [FB GROUP](#)

**WEEK 2**

**MODULE 2 FRAMEWORKS**

**04 HOLISTIC LIFE COACHING MODEL**

- Mental System
- Emotional System
- Physical System
- Spiritual System

**05 LIFE COACHING GUIDELINES**

- Coaching Guidelines Part 1
- Coaching Guidelines Part 2
- Coaching Guidelines Part 3

**06 LIFE COACHING HEALTH & NUTRITION**

- Nutrition Coaching Part 1
- Nutrition Coaching Part 2
- Nutrition Coaching Part 3
- Fads, Diets, and Cleanses
- Fitness
- Healing Modalities

**Assignments**

- Wellness Journal 7 Entries

**WEEK 3**

**MODULE 2 FRAMEWORKS**

**07 WORLDVIEWS & COACHING ISSUES**

- Worldviews
- Core Issues
- Forgiveness Part 1
- Forgiveness Part 2

**08 LIFE COACHING RESEARCH**

- Research & Statistics Part 1
- Research & Statistics Part 2
- Research & Statistics Part 3

**09 LIFE COACHING MIND-BODY CONNECTION**

- Mind-Body Medicine
- Mind-Body Medicine Disclaimer
- Quantum Physics & MEPS
- Quantum Physics & Energy
- Quantum Physics & Linguistics
- Quantum Physics & Life Coaching

**Assignments**

- Wellness Journal 7 Entries

**WEEK 4**

**MODULE 3 TOOLKIT**

**10 COACHING TOOLS**

- Building Client Rapport
- Tools & Techniques Introduction
- Sharing Resources
- Language Patterns
- Transition Coaching Part 1
- Transition Coaching Part 2
- Transition Coaching Part 3

**11 COACHING TECHNIQUES**

- Coaching Techniques Intro
- Closing Gaps Technique
- Meditation Technique
- Breathing Technique
- Visualization Technique
- Emotional Healing Technique: Journaling
- Emotional Healing Technique: Breathing
- Elicitation Technique
- Emotional Clearing Method

**Assignments**

- Wellness Journal 7 Entries

**WEEK 5**

**MODULE 3 TOOLKIT**

**11 COACHING TECHNIQUES**

- ECM Full Session

**Assignments**

- Wellness Journal 7 Entries

**WEEK 6**

**MODULE 3 TOOLKIT**

**12 COACHING EXERCISES**

- Coaching Exercises Intro
- Mind Mapping Exercise
- SMART Goals Exercise
- Finding Beauty & Gratitude Exercise
- Building Gut Trust Exercise
- 'Me Time' Exercise

**Assignments**

- Wellness Journal 2 Entries

## WEEK 7

**MODULE 3 TOOLKIT****13 COACHING ESSENTIALS**

- Integrative Life Coaching Intro
- Record Keeping
- Modeling & Mentoring
- Transitioning Coaching Clients
- Setting Coaching Goals
- Assessing Client Priorities
- Accountability in Coaching
- Conducting Coaching Sessions
- Using Coaching Models
- Integrative Wellness Planning
- Client Intake Part 1
- Client Intake Part 2
- Full Coaching Session Example
- Resource Management Coaching

## WEEK 8

**MODULE 4 BUSINESS****14 COACHING BUSINESS FUNDAMENTALS**

- Coaching Business Intro
- Coaching Business Basics
- Coaching Industry Standards
- Sales & Marketing
- Policies & Safe Practices
- Prices & Rates
- Time Management
- Coaching Niches
- Coaching Partnerships
- Transform Program
- Continued Education
- IWA Referral Program
- Personal Development
- Professional Development

## WEEK 9

**MODULE 4 BUSINESS****15 ILC Training Videos**

- ILC Training Video 1
- ILC Training Video 2
- ILC Training Video 3
- ILC Training Video 4

**Assignments**

- 30-Day Action Plan  
7 Assignments

**WEEK 10**

**MODULE 4 BUSINESS**

**15 ILC Training Videos**

- ILC Training Video 5
- ILC Training Video 6
- ILC Training Video 7
- ILC Training Video 8

**WEEK 11**

**MODULE 4 BUSINESS**

**15 ILC Training Videos**

- ILC Training Video 9
- ILC Training Video 10
- ILC Training Video 11
- ILC Training Video 12

**WEEK 12**

**MODULE 5 CERTIFICATION**

**16 ILC Certification**

- 30-Day Action Plan
- Client Intake & History
- Wellness Journal
- ILC Practicum
- ILC Final Exam

**17 ILC Course Feedback**

\*\*\*Your assignments will be graded and you will hear your results ~2 weeks after your final submission

**Assignments**

- 30-Day Action Plan
- 7 Assignments

**Assignments**

- 30-Day Action Plan
- 7 Assignments

**Assignments**

- 30-Day Action Plan
- 8 Assignments