



Life Coaching Session Notes

A simple way to capture what happened in each session and what your client is working toward next.

Brought to you by **Paperbell** — paperbell.com

How to Use This Template

Fill it in during the session or immediately after, while things are still fresh. You can share it with your client as a recap, or keep the Coach's Reflections section to yourself. One sheet per session. Adapt any section to fit how you coach.

Session Details

Client Name: _____

Session Date: _____

Session Number: _____

Session Length: _____

Format (in-person / online / phone): _____

Made for coaches by Paperbell — the all-in-one coaching practice tool.

Try it free at paperbell.com



Goals for This Session

What did the client want to achieve or explore today?

Key Insights and Breakthroughs

Main themes, discoveries, and moments of clarity from the session.

Limiting Beliefs or Patterns Surfaced

Optional. Note any beliefs, stories, or recurring patterns worth tracking across sessions.

Strengths and Wins

Client strengths observed, progress to acknowledge, positive shifts in mindset or behavior.

Action Items

Specific steps the client committed to before the next session.

Action	Due Date	Done?

Coach's Reflections (Private)

Questions to raise next time. Shifts in the client's energy or tone. Themes building across sessions. What you want to explore further.

Next Session

Date: _____

Time: _____

Planned focus: _____
