

## Coaching Outline Business Plan Basic Seminar 22W

Note! These are the important dates, and they are fixed. All further updates will be announced during E-Lab.

We will hand out these dates as calendar entries at the beginning of E-Lab.

blue = coaching or reflection		green = BPG specific dates		yellow = NOT added to Coach calendar
Date	Time	Status	Location	What's happening
12.10.2022	18-20	<b>mandatory (added to calendar)</b>	online	Workshop "Coaching & Grading in E-Lab" incl. meet the Senior Coaches and Lecturers
13.10. and 14.10.2022	10-16:30 EACH DAY	<b>fulltime mandatory (added to calendar)</b>	In the application form you can choose between <b>online or offline</b> attendance	E-Lab Education = basis for your coaching Missing parts of it is a No Go! Online E-Lab Education for BPG coaches Offline E-Lab Education for BPG coaches Both E-Lab Educations have the same date, time, and content
19.10.2022	19-20	highly recommended (added to calendar)	online but feel very invited to meet in smaller groups during or after the workshop	Workshop "First team meeting" - Get all steps and methods to create an awesome first meeting with your teams, and a solid baseline setting
21.10.2022	18-20	highly recommended (added to calendar)	offline	Blocker for you to meet with your senior coach and other fellow coaches informally and get to know each other
24. / 28.10.2022	18-19	<b>mandatory to attend one of them (added to calendar)</b>	online	Run the team finding and ideation sessions for all students
26.10.2022	18-20	<b>mandatory (added to calendar)</b>	online	BPG Kickoff - meet the teams, and facilitate team finding, <b>VERY important</b> to attend!
30.10. / 13.11. / 27.11. / 11.12. / 15.01.23 / 29.01.23	midnight	<b>mandatory (added to calendar)</b>	online	BPG coaching logbook entry
30.10.2022	midnight	for your information	online	Deadline for team registration
31.10.2022	10-18	<b>mandatory (added to calendar)</b>	online	Team-Coach Matching (you can do other things, but need to be available on slack all day)
Starting 01.11.2022	individual dates	<b>mandatory</b>	online or offline	Contact with your teams, bi-weekly meetings, in between written exchange via slack
02.11.2022	18-20	highly recommended (added to calendar)	online	Online Session on problem, solution, prototyping, business model
09.11.2022	19-20:30	highly recommended (added to calendar)	online but feel very invited to meet in smaller groups during or after the workshop	Workshop "Intercultural communication" - Become aware and navigate cultural challenges, and foster cultural synergies
14.11.2022	19-20	highly recommended (added to calendar)	online but feel very invited to meet in smaller groups during or after the workshop	Workshop "How to motivate teams" - Dive deeper into the brain chemistry during a conflict and how to shift focus, plus learn how to create motivational boosts for your teams

Reflection calls 14. to 18.11. 28.11. to 02.12. 12. to 16.12. 16. to 20.01.2023 Optional retrospective 30.1. through 03.02.2023	individual dates	<b>mandatory</b>	online or offline	Based on your logbook entry you'll have a 30-40 minutes reflection call with your senior coach about your role and your teams' progresses
23.11.2022	19-20	highly recommended (added to calendar)	online but feel very invited to meet in smaller groups during or after the workshop	Workshop "Great Retrospectives" - Learn how to organize meaningful retrospectives with your teams
28.11.2022	midnight	<b>mandatory to give feedback to your teams (added to calendar)</b>	online	Upload deadline for MidTerm Pitch (video and text) by each team, coaches give written feedback
29.11. - 09.12.2022	individual time slots	<b>mandatory</b>	online or offline	Retrospective with each of your teams
30.11.2022	18-20	highly recommended (added to calendar)	online	Online Session on market, competition, financials, Minimum Viable Product, business plan
08.12.2022	18-20	highly recommended (added to calendar)	online but feel very invited to meet in smaller groups during or after the workshop	Workshop "Mindfulness in Coaching" - Practical tools on how to become more present and connect more deeply (with yourself)
14.12.2022	18-20	for your information (added to calendar)	online	Lecturer Consultation Hour for the teams
16.12.2022	evening	optional, blocker only	your choice	Blocker for Christmas Get Together - in case you want to organise something :)
11.01.2023	18-19	for your information (added to calendar)	online	BPG Exam Tips
tba	tba	for your information (added to calendar)	online or Garching	Workshop <i>for teams</i> "Presentation Training" with Steffi Schwarzack
23. through 27.01.2023	individual dates	<b>mandatory (added to calendar)</b>	online or offline	Dry runs for the final presentation with your teams, coach swap recommended
30.01. through 02.02.2023	individual dates between 13-18	highly appreciated (added to calendar)	online	BPG final presentations (you can attend the finals of your teams)
30.01. - 10.02.2023	individual dates	highly appreciated	online or offline	Retrospective with each of your teams
03.02.2023	09:00	<b>mandatory (added to calendar)</b>	online	Hand in your coaching reflection paper
03.02.2023	16-17	highly appreciated (added to calendar)	offline (with online access)	E-Lab Celebration + certificates
03.02.2023	17-18	highly appreciated (added to calendar)	offline (with online access)	Final group retro for all coaches