

EMOTIONAL INTELLIGENCE WORKBOOK

THE KEY TO HAPPY RELATIONSHIPS



Worksheet Summary

EMOTIONAL INTELLIGENCE AFFECTS YOUR RELATIONSHIPS IN SO MANY WAYS!
USE THIS WORKSHEET TO BUILD YOUR EMOTIONAL INTELLIGENCE. MAKE COPIES AS NEEDED TO
REVIEW AND REFLECT.
YOUR TEAM MEMBERS AND LOVED ONES WILL BE PLEASANTLY SURPRISED BY THE DIFFERENCE.

IN SUMMARY, EMOTIONS INFLUENCE THE WAY WE THINK AND THE DECISIONS WE MAKE; THE WAY
WE RESPOND (OR BEHAVE, SHOWING UP IN OUR FACIAL EXPRESSIONS, TONE OF VOICE AND BODY
LANGUAGE) AND THEREFORE HOW WE CONNECT, COMMUNICATE, AND INFLUENCE EACH OTHER.

**DON'T GIVE OTHERS THE POWER TO CONTROL
YOUR EMOTIONS. THOSE ARE ONLY YOURS
AND IT IS ONLY FOR YOU TO MANIPULATE.**

*just
breathe*

Self-Awareness

HOW WELL DO YOU UNDERSTAND YOURSELF?

WHAT ARE SOME OF YOUR TRIGGERS FOR POSITIVE EMOTIONS, SUCH AS HAPPINESS? HOW DO YOU COMMUNICATE THESE TO YOUR TEAM/LOVED ONES?

WHAT ARE SOME OF YOUR TRIGGERS FOR NEGATIVE EMOTIONS, SUCH AS SADNESS OR ANGER? HOW DO YOU COMMUNICATE THESE TO YOUR TEAM/LOVED ONES?

HOW CAN YOU SET UP YOUR SITUATION, AND YOUR EXPERIENCES TOGETHER, SO THAT YOU CAN EXPERIENCE PLEASANT EMOTIONS A LOT MORE FREQUENTLY THAN NEGATIVE EMOTIONS?

LIST 3 OF YOUR MOST IMPORTANT VALUES. DO YOU LIVE THESE VALUES? GIVE AN EXAMPLE OF A TIME WHEN YOU DEMONSTRATED THESE VALUES.

WHAT GOALS CAN YOU SET TO BUILD YOUR RELATIONSHIPS AND MANAGE YOUR EMOTIONS?

*just
breathe*

Self-Awareness

HOW WELL DO YOU UNDERSTAND YOURSELF?

REVIEW YOUR LAST 24 HOURS AND CONSIDER YOUR ANSWERS TO THESE QUESTIONS

HOW DID YOU SPEND YOUR TIME?

WHAT DID YOU ENJOY?

WHAT DID YOU DISLIKE?

DID YOU LOSE YOUR TEMPER? WHY?

WHAT WAS THE BEST THING THAT HAPPENED TO YOU? WHAT WAS SO GREAT ABOUT IT?

WHAT WAS THE WORST THING THAT HAPPENED?

WHAT WOULD YOU CHANGE ABOUT THE DAY?

WHAT DID YOU LEARN ABOUT YOURSELF TODAY AND YOUR EMOTIONAL TRIGGERS?

*just
breathe*

Self-Regulation

HOW WELL DO YOU MANAGE YOURSELF?

PRACTICE SELF-SOOTHING: WHAT ARE SOME POSITIVE WAYS YOU CAN COUNT ON TO POSITIVELY IMPACT YOUR MOOD? WHAT ARE SOME ADDITIONAL WAYS YOU WOULD LIKE TO TRY?

DESCRIBE AN INSTANCE IN WHICH YOU HAD TROUBLE CONTROLLING YOUR EMOTIONS AND DEMONSTRATED POOR EMOTIONAL SELF-REGULATION. WHAT WERE THE RESULTS?

DESCRIBE AN INSTANCE IN WHICH YOU WERE ABLE TO CONTROL YOUR EMOTIONS AND DEMONSTRATED STRONG EMOTIONAL SELF-REGULATION. WHAT WERE THE RESULTS?

MAKE A PLAN FOR HOW YOU CAN RESPOND MORE POSITIVELY AND EFFECTIVELY WHEN YOUR NEGATIVE EMOTIONS ARE TRIGGERED.

HOW WILL YOU KNOW YOU ARE SUCCESSFUL?

WHAT BENEFITS DO YOU EXPECT TO HAVE FROM IMPLEMENTING BETTER EMOTIONAL AWARENESS AND SELF-REGULATION?

*just
breathe*