

EMOTIONAL INTELLIGENCE WORKSHEET

Complete the following questionnaire by giving each question a score from 1-5 using the following scale:

- 1 = rarely like me
- 2 = occasionally like me
- 3 = sometimes like me
- 4 = often like me
- 5 = always (or almost always) like me

Once completed, transfer your answers onto the result sheet and discover your current EQ levels.

		Score
1.	I know the situations and/or people that are likely to make me angry	
2.	When I have completed a difficult action, I make sure to appreciate my work	
3.	When writing a message or email, I consider how the person receiving it will feel	
4.	I always give credit publicly to those who help me	
5.	When things go wrong or I am disappointed in an outcome, I am still optimistic about better outcomes	
6.	When I get angry or frustrated, I am able to discover the cause	
7.	When I get angry or frustrated, I remain composed in my behaviours	
8.	I am able to recognize when others are nervous around me	
9.	I am open to thoughts and suggestions of others even if they disagree with me	
10.	I view problems as challenges to resolve	
11.	I realize when my energy is low	
12.	I am clear about what actions I need to take after meeting with others	
13.	When I am in a small group situation, I attempt to assess the mood of each person	
14.	When with someone who is angry or frustrated, I adjust my behaviour to work with them	
15.	Upon receiving bad news, I give myself time to reflect, absorb and then move on	
16.	I am aware of the impact my communication has on others	
17.	I admit to my own mistakes	
18.	I try to identify and understand the emotions and feelings of others	
19.	I am patient with others while teaching them something new	
20.	When I feel disappointed, I am able to express that disappointment and keep going	
21.	I am aware how my mood and communication might affect others around me	
22.	I observe others to model and learn new behaviours or skills beneficial to me	
23.	If someone shows frustration, anger or irritation, I try to understand what they are feeling	
24.	I welcome feedback from others	
25.	I am able to accept and adjust when major plans are changed	
26.	When feeling sad or down I can identify the cause	
27.	When a bad move comes over me, I am able to remain patient with others	
28.	I put myself in the place of others to understand how they feel and how I might feel in that situation	
29.	I encourage others to give me feedback even if they disagree with	
30.	When upset about a personal issue, I am still able to concentrate	

EMOTIONAL INTELLIGENCE - SCORECARD

Transfer the scores from each question to the boxes below and discover your total for each area of emotional intelligence.

	Self-Awareness	Self-Management	Empathy	Relationships	Motivation/ Resilience
	1.	2.	3.	4.	5.
	6.	7.	8.	9.	10.
	11.	12.	13.	14.	15.
	16.	17.	18.	19.	20.
	21.	22.	23.	24.	25.
	26.	27.	28.	29.	30.
Total					

Score 6-12 Room for Improvement

You may have very few close friends and generally struggle with relationships, often feeling antipathy towards other people. You don't understand and maybe not even care about their feelings, and this can make you insensitive. The world may seem a hostile place and you shy away from group or social situations. You may feel that your life is outside your control, that you are swept along by events; you blame others for your problems. Life is a constant struggle, often punctuated by bursts of anger and frustration, particularly when things do not go according to plan. You lash out at people, often without even knowing why, and these reactions are out of proportion to the event. You likely feel pessimistic about life in general, and this can be bordering on depression. You suffer from stress to the extent that it gives you health problems such as poor sleep. Speaking in public gives you a cold chill and you actively seek to avoid situations where you may be called upon to speak publicly. **If any of these issues resonate with you, please get in touch. I can help you work through these issues to cope with life better; build stronger, positive relationships; become mentally fitter, healthier, happier.**

Score 13 – 23 Good/Effective

You are generally able to manage your relationships and may have some close, long standing friends that you can confide in. You may sometimes feel angry at the things that people do and often don't understand why they behave as they do. You try and understand how people all feeling but do not always succeed; you could be better at reading the room. Life is generally OK to good, although you may feel that it could be considerably improved. You are not pessimistic, but setting goals, being focused and motivated can sometimes be an issue. Generally, you take accountability and responsibility for problems that occur in life, although now and then you may lose control and behave in a way that you later regret. You enjoy social occasions, however you may not necessarily feel comfortable about formal public speaking, for example at work. You will do it if you have to. Stress levels are generally kept in check. **You generally cope quite well with life and you keep your emotions in check, but there are any opportunities to enhance your life. Get in touch to explore exciting new possibilities.**

Score 24 – 30 Excellent/Highly Effective

You are outgoing, maybe an extrovert, with a positive and vibrant nature that likes attention, and you thrive in social settings. You are likely good at managing the various relationships in your life, in and out of work. You are aware of and in control of your feelings most of the time, and rarely lose your cool. People may perceive you as calm and unflappable. You are also sensitive to other people's feelings and viewpoints which makes you a good mediator and people may be drawn to your charismatic nature. You are focused and goal oriented, but not a perfectionist. You understand that mistakes are made, however you use them as learning opportunities, because you adopt a positive and optimistic mindset. Life is generally highly enriched and rewarding. You are goal oriented and highly motivated and focused, although this focus is as much on the journey as the outcome. You are likely an articulate communicator and negotiator, happy to speak in large gatherings. **Congratulations, this is a great place to be. You are ready to take the next step – how can you harness your skills to take that next step in your career, for example to be an influencer. Get in touch to explore how you can discover insights and strategies to take your career to the next level.**