

Emotional Quotient™

Sample Jane

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Introduction



The Emotional Quotient[™] (EQ) report looks at a person's emotional intelligence, which is the ability to sense, understand and effectively apply the power and acumen of emotions to facilitate higher levels of collaboration and productivity. The report was designed to provide insight into two broad areas: Self and Others.

Research shows that successful leaders and superior performers have well-developed emotional intelligence skills. This makes it possible for them to work well with a wide variety of people and to respond effectively to the rapidly changing conditions in the business world. In fact, a person's EQ may be a better predictor of success performance than intelligence (IQ).

Emotional intelligence is an area you can focus on and develop regardless of your current score in each dimension. One model to help you assess your emotional levels throughout the day is to check your emotional clarity. Think of red as poor emotional clarity or an inability to utilize all skills and resources because of your emotional cloudiness. When you're identifying yourself as having a red glass, you may be experiencing emotions such as fear, anger, sadness or loss. Think of a clear glass as your ideal state of clarity, or when you're emotionally "in the zone." You may experience emotions such as happiness, joy, peace or excitement. Most of the time you are somewhere in between. You may not be able to place an exact descriptor on how you feel, but you're relatively clear-headed and free from distractions. Remember, the higher your EQ scores, the easier it will be to apply this model to you and to those around you.





This report measures five dimensions of emotional intelligence:

Emotional Intelligence - Self

What goes on inside of you as you experience day-to-day events.

Self-Awareness is the ability to recognize and understand your moods, emotions and drives, as well as their effect on others. In practice, it is your ability to recognize when you are red, clear or somewhere in-between.

Self-Regulation is the ability to control or redirect disruptive impulses and moods and the propensity to suspend judgment and think before acting. In practice, it is your ability to influence your emotional clarity from red to clear when the situation requires.

Motivation is a passion to work for reasons that go beyond the external drive for knowledge, utility, surroundings, others, power or methodology and are based on an internal drive or propensity to pursue goals with energy and persistence.

Emotional Intelligence - Others

What goes on between you and others.

Social Awareness is the ability to understand the emotional makeup of other people and how your words and actions affect others. In practice, it is the ability to assess if they are in a red, clear or somewhere in-between state.

Social Regulation is your ability to influence the emotional clarity of others through a proficiency in managing relationships and building networks.

Is the report 100% true? Yes, no and maybe. We are only measuring emotional intelligence. We only report statements from areas in which tendencies are shown. To improve accuracy, feel free to make notes or edit the report regarding any statement from the report that may or may not apply, but only after checking with friends or colleagues to see if they agree.

Emotional Characteristics



Based on Sample's responses, the report has selected general statements to provide a broad understanding of her level of emotional intelligence.

Sample has a solid understanding of her emotional strengths and weaknesses. When faced with a difficult decision, Sample's self awareness will assist her in moving forward. She regularly predicts and anticipates her emotional reactions to most events. She has the ability to understand her emotions and their impact on stress. Sample is aware of how her emotions impact her goals, motivations, strengths and key aspirations. Sample's level of self awareness can be seen as an ability to project confidence in most situations.

Sample occasionally struggles when dealing with conflict. She has the ability to lift herself out of a bad mood, but she may not always use it. Sometimes Sample's emotions may cause her to act before she fully thinks things through. Others may say that they sometimes don't know what to expect from Sample. Sample might benefit from improving her emotional regulation strategies. She may struggle with weighing the practical issues versus emotional issues of a situation, and this can cause confusion in the decision-making process.

Sample may depend on multitasking, making her individual work style less efficient. When Sample is not interested in a project, she may procrastinate, leaving assignments to the last minute. She may be hesitant to take risks because of additional work and time they require, limiting her success. She may give up when faced with excessive challenges or resistance. Sample may see obstacles as opposed to opportunities when she is pursuing her goals. She is usually comfortable with the status quo, but is willing to be open to change if a change is really needed.

Emotional Characteristics

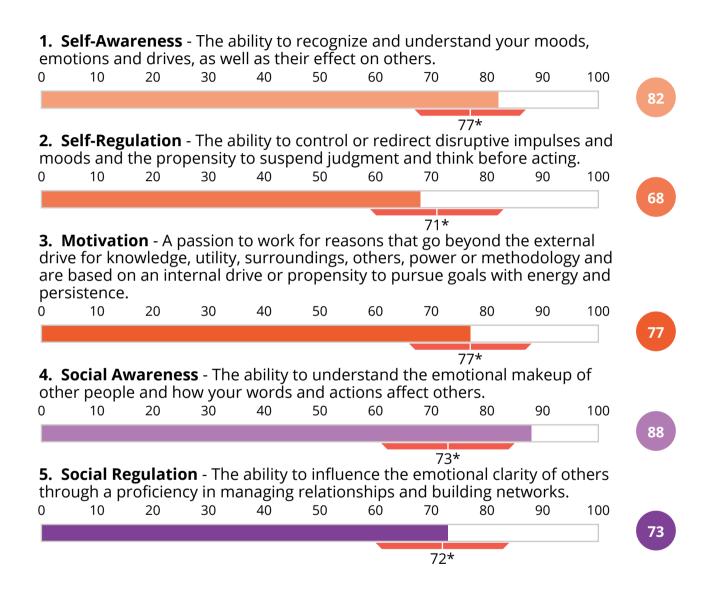


Sample has a unique ability to put herself in another person's shoes. Others feel comfortable to come to Sample with professional or personal concerns. When using active listening skills, Sample will predict a person's emotional state and use this information to communicate more effectively. She needs to be careful not to make too many compromises when faced with conflict due to her understanding of others' emotions. Others feel Sample understands them. Sample's outstanding ability to gauge the emotional state of others gives her an advantage when working with people.

Sample can be persuasive and is generally able to negotiate well with others. She has the ability to network, which may create future opportunities. She is usually persuasive and is able to negotiate well with others. She generally deciphers nonverbal clues in any interaction. Sample is able to see most differences in people, which allows her to manage relationships with greater effectiveness. Generally, others find spending time with Sample a positive experience.

Emotional Quotient Assessment Results

The Emotional Quotient (EQ) is a measure of your ability to sense, understand and effectively apply the power and acumen of your emotions and the emotions of others in order to facilitate high levels of collaboration and productivity. Your total score on the Emotional Quotient Assessment indicates your level of overall emotional intelligence. The higher the number, the more emotionally intelligent you are. If your goal is to raise your EQ, the components on which you have scored the lowest should be the focus of your development.

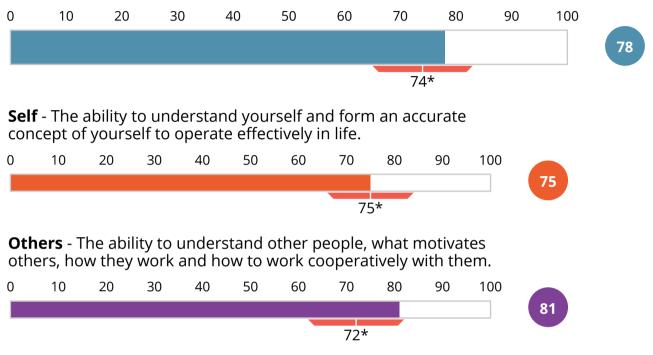


* 68% of the population falls within the shaded area. Norm 2019 $_{\rm T:\;6:02}$

Emotional Quotient Scoring Information

The average of the Self-Regulation, Self-Awareness and Motivation subscales represent your Self Score. The average of the Social Awareness and Social Regulation subscales represent your Others Score. Your total level of Emotional Quotient was calculated by averaging all five EQ dimensions.

Total Emotional Quotient - Your total level of emotional intelligence, formed by averaging your Others and Self scores.





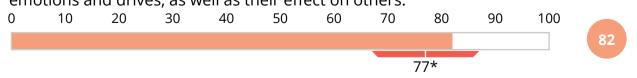


Based on Sample's current EQ level, she has a developed awareness of how she is feeling at any given time. Sample is usually able to assess her own emotions and their impact on her decisions.

What Sample can do:

- 1. To improve decision making, keep a journal to identify behavioral trends and discuss your observations with a trusted advisor, family member or friend. Check your emotional clarity several times a day. What is your current state: red, clear or somewhere in-between?
- 2. Continue to practice the realistic perspective you have to identify any areas you may benefit from improving.
- 3. Consider whether you have a realistic self-perception as compared to how others may see you.
- 4. Think of situations where you could better use each of your strengths and minimize weaknesses, especially in the workplace.
- 5. Pay attention to your behaviors and see if you recognize patterns that occur either in the workplace or at home.
- 6. Create an action plan to develop the areas you may want to improve, both at home and at work, and revisit it regularly.
- 7. Document your thoughts and feelings and discuss them with a family member, friend or trusted co-worker to increase your Self-Awareness.
- 8. Consider areas in which you made progress on an area you wish to develop, especially in the workplace.
- 9. Reflect on the connection between your emotions and your behavior. Identify the triggers that lead to potentially negative reactions.
- 10. Identify a few specific, measurable goals for continuing to improve your Self-Awareness and revisit these goals as a part of your personal development plan.
- 11. When involved in situations that may lead to potentially negative emotions, attempt to leverage your emotional enablers to maintain a positive emotional state.

Self-Awareness - The ability to recognize and understand your moods, emotions and drives, as well as their effect on others.







Based on Sample's current level of EQ in this dimension, she has a moderately developed level of Self-Regulation. Sample is able to regulate some negative emotions and, in these cases, allow herself to manage her reactions to given situations.

What Sample can do:

- 1. Implement self-restraint by listening first, pausing and then responding.
- 2. When becoming frustrated, stop and assess your emotional reaction and attempt to disrupt the negative behavior.
- 3. Create effective responses to stressful situations by finding strategies for altering a distraction or negative mood.
- 4. Discuss ways of dealing with change and stress with family members, friends or a trusted advisor.
- 5. Make note of and focus on events that provide a sense of calm or positive emotions to change your clarity from red to clear or somewhere in-between.
- 6. Choose a family member, friend or trusted advisor to discuss how you deal with change and how you can practice self-restraint.
- 7. Ask yourself, "What is the worst thing that can happen?" in order to consider the reality of the situation.
- 8. Journal occurrences during which you were able to regulate your responses or emotions.
- 9. Discuss ways of expressing emotions appropriately with your co-workers.
- 10. There is a strong mind-body connection. Take control of your body through meditation or yoga to learn to self-regulate your emotions over time.
- 11. Begin regular exercise to increase your ability to manage your emotions and relax both body and mind.

Self-Regulation - The ability to control or redirect disruptive impulses and moods and the propensity to suspend judgment and think before acting. 0 10 20 30 40 50 60 70 80 90 100



Motivation



Based on Sample's current level of Motivation, procrastination could be a potential issue for Sample in achieving her goals.

What Sample can do:

- 1. Set specific goals with milestones and dates for achievement.
- 2. Clarify why the goals you have set are important to you. Ask yourself not only, "What are my goals?" but also, "Why are they my goals?"
- 3. Work with a peer or trusted advisor to create detailed action items to work toward your overall goals.
- 4. Set aside time to work on your goals each day, even if it is just five minutes at a time.
- 5. List your goals and post them where you can see them every day.
- 6. Spend time visualizing the outcome of accomplishing your goals. How does it look and feel?
- 7. Ask a close friend to help hold you accountable for reaching your goals.
- 8. Celebrate accomplishments, both big and small.
- 9. Learn from your mistakes; keep track of the lessons learned in a journal.
- 10. Challenge the status quo and make suggestions for improvement.
- 11. Find inspiration from others who use internal Motivation to overcome obstacles to reach their dreams.

Motivation - A passion to work for reasons that go beyond the external drive for knowledge, utility, surroundings, others, power or methodology and are based on an internal drive or propensity to pursue goals with energy and persistence.

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Social Awareness

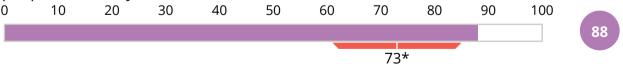


Based on Sample's well-developed level of Social Awareness, she has a unique skill of treating people according to their emotional reactions. Sample has the ability to utilize this information when making decisions.

What Sample can do:

- 1. Attempt to fully understand others before communicating your point of view; this helps to ensure your message will be received correctly.
- 2. Watch interactions of other people to determine their current state: red, clear or somewhere in-between. Then discuss your observations with a peer to sharpen your social awareness skills.
- 3. Observe others' body language for nonverbal messages being expressed. Did your interaction change their emotional state?
- 4. Being aware of others can enhance your understanding and your relationships with them.
- 5. Work with a trusted advisor to brainstorm ways to use your social awareness to help others understand their emotional color and take accountability when making tough decisions.
- 6. Mentor co-workers on effective ways to use social awareness to recognize a person's emotional state before, during and after an interaction.
- 7. Demonstrate to others how negative comments can impact a situation.
- 8. Offer assistance to your friends, family and even strangers who may have difficulty recognizing how their interactions may be affecting others.
- 9. Evaluate past situations and think about how the emotional state of others affected your desired outcomes.

Social Awareness - The ability to understand the emotional makeup of other people and how your words and actions affect others.



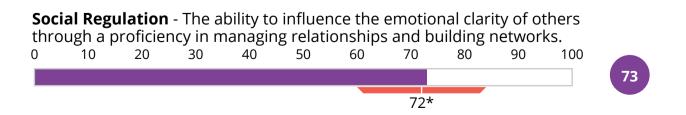
Social Regulation



Based on Sample's level of Social Regulation, she is able to find common ground with others and generally is able to build good rapport. Sample is able to help build a strong team environment.

What Sample can do:

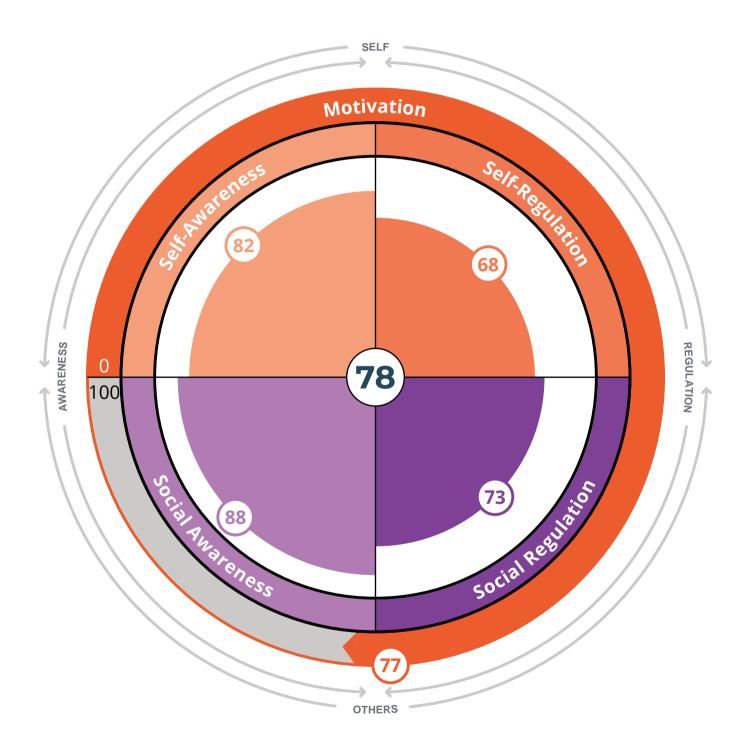
- 1. Consider traits you admire in other people you know and ask them for feedback about yourself in those areas.
- 2. Identify areas of social interactions that may make you uncomfortable and ask a trusted advisor to help improve in these areas. This could be the case for others as well. Understanding how to manage these interactions can make a difference in the outcomes.
- 3. Consider the unique capabilities of those you interact with and how you can further encourage these traits in them.
- 4. Pursue quality, rather than quantity, in your social bonds. Converse with others on an even deeper level.
- 5. Remember unique facts about others. This is a great way to keep the communication going in the direction you desire.
- 6. Take notice when emotions are taking over an interaction and then find ways to improve the emotional tone of the situation.
- 7. Talk about your feelings related to work as well as personal circumstances with a trusted advisor, family member or friend to understand their effects.
- 8. Find ways to be a positive influence at work by helping others improve their Social Regulation skills.
- 9. If you have a miscommunication or negative interaction, take accountability quickly and find ways to make sure the situation does not go red.
- 10. Demonstrate a curiosity about others and their well being and consider ways you may be of assistance.
- 11. Consider ways you may be able to provide positive feedback to help others improve.
- 12. Join a professional association or special interest group to practice building positive emotional bonds to help manage situations.



Emotional Quotient[™] Wheel



The Emotional Quotient wheel is a visualization of your scores in the report. The circle, split into quadrants, is encompassed by Motivation and divided by Self and Others. Your Motivation score starts at Self-Awareness and wraps around the wheel clockwise. This starting position is due to all EQ dimensions being influenced first by your level of Self-Awareness. The volume of color illustrates the strength of your overall EQ score which is also notated in the center circle.



Norm 2019