

EQ-i 2.0

Name: Jane Doe

**Action Plan**

The steps you take towards achieving your EQ goals will determine whether or not you are successful. Use the steps below to create your own goals and action plan. Remember to use the SMART\* goal setting criteria for each goal.

Write down up to three EQ skills or behaviors that you would like to further develop (e.g., "reflective listening" to build empathy, or "recognizing how my body reacts to stress" to gain emotional self-awareness). The SMART\* goals that you write in the template should help to strengthen these EQ skills and behaviors.

1.  
2.  
3.

Write down up to three overall qualities that you would like to have (e.g., "friendly, providing clear leadership, team player, clear communication"). In some ways the goals you outline in the action plan should help you achieve the overall qualities you identified.

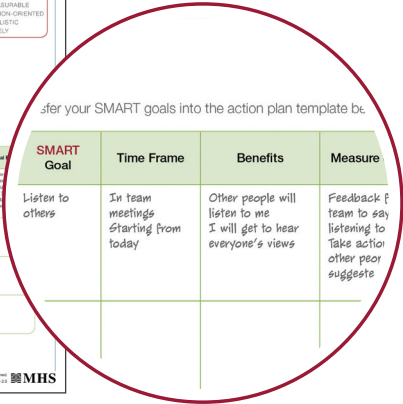
1.  
2.  
3.

Transfer your SMART\* goals into the action plan template below.

SMART Goal	Time Frame	Benefits	Measure
Listen to others	In team meetings starting from today	Other people will listen to me. I will get to hear everyone's views	Feedback from the team to see that I am listening to their views after every team meeting

I commit to this action plan \_\_\_\_\_

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ACTION PLAN

The steps your client takes toward achieving his or her goals is key to realizing success.

- An Action Plan, using SMART\* goals, is provided for you to track your client's progress toward achieving EI development goals.
- Take advantage of a consistent, standardized format that is easy to follow for you and your client.

\* SMART: Specific, Measureable, Attainable, Relevant, Timely

“What does it cost you when your employees are in survival mode rather than thrive mode? What does it cost if they have no access or support to be courageous and creative? Emotional Intelligence assessments address these questions and help identify key areas where you can improve.”

BOB ANDERSON, 1HEROSPORTS



WORKPLACE REPORT

How can EI help my employees manage their careers?



The importance of EI

in the medical community is echoed in the interest of using EI to select medical students or as an integrated training component of medical degrees. Progressive surgical programs have begun implementation of assessment and training as an established component of their curricula. The EQ-i 2.0 tool has proved to be very effective in assisting staff in non-leadership roles that may be technical experts, but struggle with personal insight. In short, understanding and dealing with one’s emotions and the emotions of others in an often stressful environment is at the heart of the skills and competencies involved in EI.

EI in Action: Workplace  
The Ottawa Hospital’s

Leadership Academy has incorporated the use of the EQ-i 2.0 to promote and enhance self-awareness and other essential leadership skills. Emotional Intelligence development is viewed as an integral element of professional development and the hospital focuses on EI coaching for people leaders, physicians and support staff. Hospital staff face unique challenges every day in providing patient services while managing typical workplace situations and stressors. The Hospital recognized that although doctors are good at their craft, they sometimes lack the communication, empathy, and interpersonal skills necessary to become better leaders and provide patient-focused healthcare. Research has illustrated the importance of incorporating emotional intelligence in medical admission systems above cognitive intelligence.



For more information contact: [eva@tpsg.in](mailto:eva@tpsg.in) or visit [www.tpsg.in](http://www.tpsg.in)



# KEY FEATURES



## OVERVIEW OF YOUR CLIENT'S RESULTS

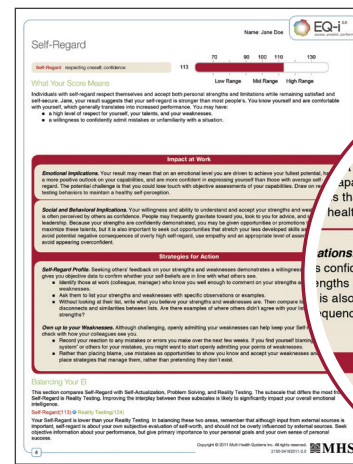
Get an overall picture of your client's complete EQ-i 2.0 results along with definitions of each subscale:

- Quickly identify patterns in your client's profile.
- Give your client a clear, organized understanding of their strengths and weaknesses in a constructive way.
- Effectively measure where your client is and wants to be by comparing results against sample groups of general population (based on geographic location, gender, and age) or professional respondents (based on education, occupation, gender and age).

## WHEN TO USE THE EQ-i 2.0 WORKPLACE REPORT?

An employee's skills and qualifications are important for success within their role. An employee's emotional intelligence can be just as important, if not more so, for fulfillment within, or potentially beyond, their current role. The EQ-i 2.0 Workplace Report is designed to be used in

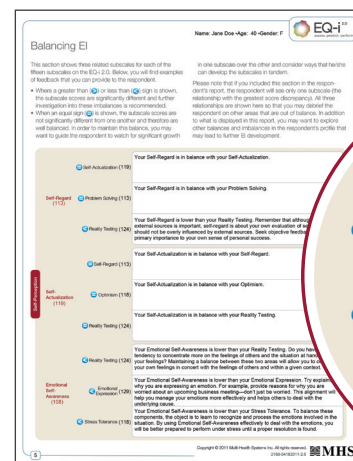
instances of coaching and development situations in work settings for an individual at a non-management level. It helps coaches focus on the impact of emotional intelligence at work and offers suggestions for working more effectively in one's role, with colleagues, supervisors and clients.



## INDIVIDUAL SUBSCALE PAGES

Gain deeper insight into how each subscale impacts your client's work performance (i.e. conflict resolution, change management, teamwork, decision making and more) – with suggested strategies customized based on your client's individual results:

- This section is the foundation for making relevant links between your client's behavior at work and emotional skill set.
- Get specific and actionable strategies to drive your client's success in each subscale.
- Give your client helpful information on each EI skill in language that enables your client to utilize strengths.



## BALANCING EI

Take interpretation further by making important links between key scales with the Balancing EI section:

- Make instant connections between related subscales and help your client leverage EI strengths and improve EI weaknesses.
- Get started on feedback with pre-designed narratives explaining the common traits of imbalanced emotional intelligence skills.
- Save preparation time as much of the interpretation is done for you based on your client's results.

## SPECIFIC APPLICATIONS FOR THIS REPORT ARE:

→ INDIVIDUAL DEVELOPMENT

→ TEAM DEVELOPMENT

→ SELECTION/RECRUITMENT

→ CAREER COUNSELING/  
OUTPLACEMENT SERVICES