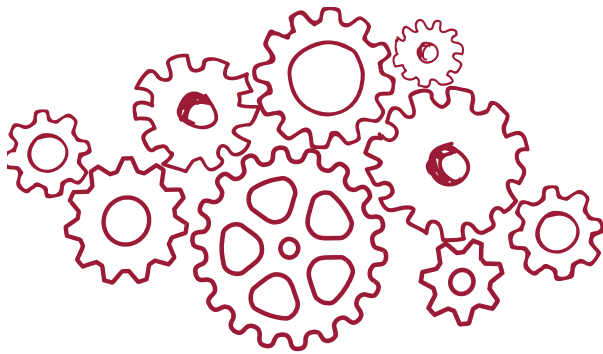
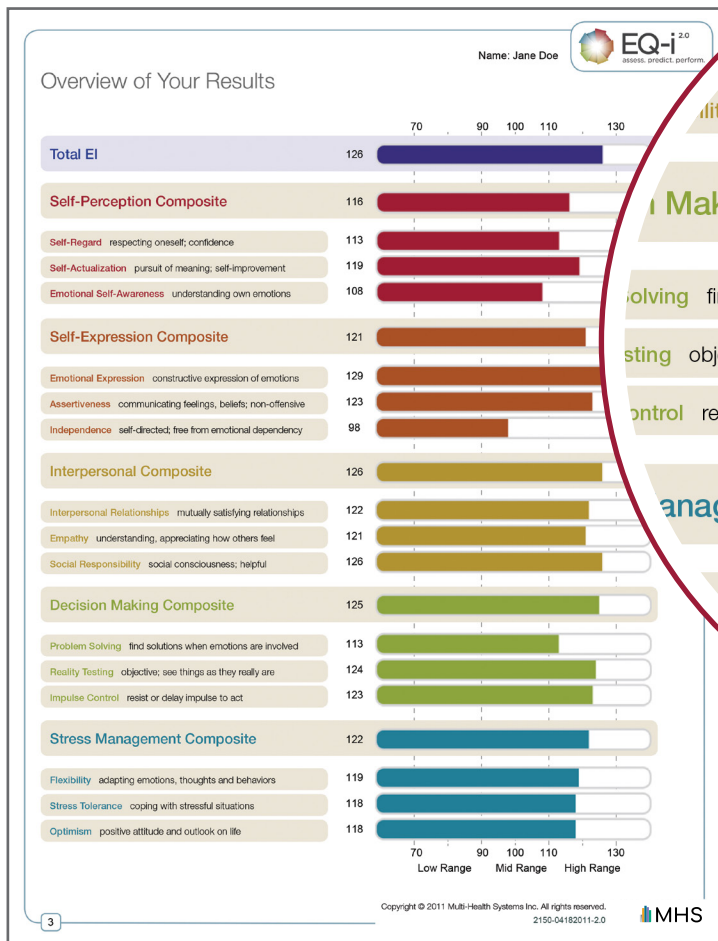


WORKPLACE REPORT

How can EI help
my employees
manage their
careers?



KEY FEATURES



OVERVIEW OF YOUR CLIENT'S RESULTS

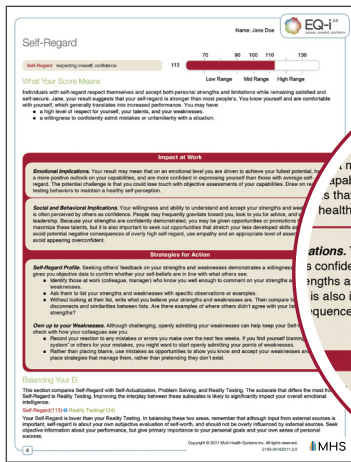
Get an overall picture of your client's complete EQ-i 2.0 results along with definitions of each subscale:

- 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.



Impact at Work

...may mean that on an emotional level you are driven to take on challenges, are more confident in expressing yourself, and that you could lose touch with objective assessments of your healthy self-perception.

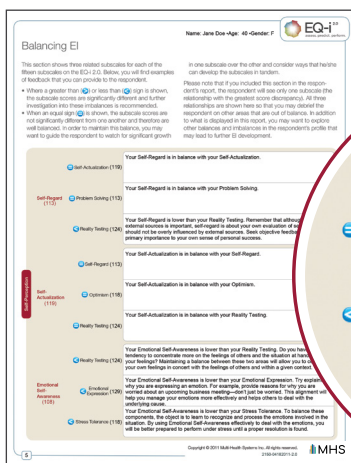
Strategies for Action

...feedback on your strengths and weaknesses demonstrates that your self-beliefs are in line with what others (like a manager) who know you well enough to coach you on areas with specific objectives.

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.



Your Self-Actualization is

Optimism (118)

Your Self-Actualization is in balance

Reality Testing (124)

Your Emotional Self-Awareness is low tendency to concentrate more on the your feelings? Maintaining a balance your own feelings in concert with the

Reality Testing (124)

Your Emotional Self-Awareness if why you are expressing an emotion? worried about an upcoming help you manage your emotion? underlying cause.

Your Emotional Self-Awareness if why you are expressing an emotion? worried about an upcoming help you manage your emotion? underlying cause.

SPECIFIC APPLICATIONS FOR THIS REPORT ARE:

- INDIVIDUAL DEVELOPMENT
- TEAM DEVELOPMENT
- SELECTION/RECRUITMENT
- CAREER COUNSELING/ OUTPLACEMENT SERVICES

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.

Action Plan

Name: Jane Doe

EQ-i^{2.0}

SPECIFIC
MEASURABLE
ACTION-ORIENTED
REALISTIC
TIMELY

The steps you take toward achieving your EQ goals will determine whether or not success is realized. Use this step-by-step action plan to help you close to your goals. Remember to use the SMART* goal-writing check 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 raise emotional self-awareness). The SMART* goals that you outline 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., "highly confident"). Then identify, with your coach, your commitments. At times, only the goals you outline in this action plan should help you achieve the overall qualities you identified.

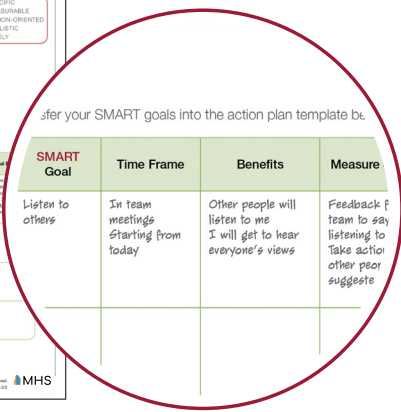
- 1.
- 2.
- 3.

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

SMART Goal	Time Frame	Benefits	Measure of Success	Support and Resources Needed	Potential
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 and giving them suggestions	From the team to give me feedback	Team - other people will not be put off by my suggestions at the start of the meeting

I commit to the action plan: _____

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Transfer your SMART goals into the action plan template below.

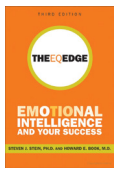
ACTION PLAN

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, Measurable, Attainable, Relevant, Timely

TO LEARN MORE ABOUT HOW EMOTIONAL INTELLIGENCE CAN IMPACT THE WORKPLACE, READ THE EQ EDGE BY DR. STEVEN STEIN AND DR. HOWARD E. BOOK.



The EQ Edge: Emotional Intelligence and Your Success

By understanding EQ, you can build more meaningful relationships, boost your confidence and optimism, and respond to challenges with enthusiasm—all of which are essential ingredients of success.

“This tightly written and beautifully organized report presents a compelling behavioral portrait for anyone in the workplace—from C-Suite to entry-level. What do you look, sound and act like on the job? How does your behavior compare to the average person’s? What development actions would best serve you? The EQ-i 2.0 Workplace Report answers these questions.”

HILE RUTLEDGE, PRESIDENT AND PRINCIPAL CONSULTANT OF OKA

