*p\*attitat The*

EQ Emotional Intelligence Self-Assessment This self-assessment questionnaire is designed to get you thinking about the various competences of emotional intelligence as they apply to your life. It does not pretend to be a validated psychometric test and the answers you give might vary depending on your mood when you take it.

It is based on the five-competency model of emotional intelligence by Daniel Goleman in the book Emotional Intelligence.

How to complete the questionnaire Complete each competency page (example below) and use the last page to chart your scores.

1. I can explain my actions: Almost Never

Almost Always

0 1 2 3 4 3

2. Other people don’t see me as I see myself: Almost Never

Rarely Sometimes

Usually Almost Always

4 3 2 1 0 2

3. I understand the feedback that others give me: Almost Never

Rarely Sometimes

**X**

Almost Always

0 1 2 3 4 3

4. I can describe accurately what I am feeling: Almost Never

Rarely Sometimes Usually

**X**

Almost Always

0 1 2 3 4 3

5. Things that happen in my life make sense to me: Almost Never

Rarely Sometimes Usually

X

Rarely Sometimes Usually Almost Always

X 0 1 2 3 4 4

Total for Self-Awareness: 15

1

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Usually

**X**

**Self-Awareness**

1. I can explain my actions: Almost Never

Rarely Sometimes Usually Almost Always

0 1 2 3 4

2. Other people don’t see me as I see myself: Almost Never

Rarely Sometimes Usually Almost Always

4 3 2 1 0

3. I understood the feedback that others gave me: Almost Never

Rarely Sometimes Usually Almost Always

0 1 2 3 4

4. I can describe accurately what I am feeling: Almost Never

Rarely Sometimes Usually Almost Always

0 1 2 3 4

5. Things that happen in my life make sense to me: Almost Never

Rarely Sometimes Usually Almost Always

0 1 2 3 4

Total for Self-Awareness:

Emotional Self-Awareness is the ability to recognise what you are feeling, understanding your habitual emotional responses to events and recognising how your emotions affect your behaviour and performance.

When you are self-aware, you see yourself as others see you and have a good sense of your own abilities and current limitations.

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**Self-Management**

1. I can stay calm, even in difficult circumstances: Almost Never

Rarely Sometimes Usually Almost Always

0 1 2 3 4

2. I am prone to outbursts of rage: Almost Never

Rarely Sometimes Usually Almost Always

4 3 2 1 0

3. I feel miserable: Almost Never

Rarely Sometimes Usually Almost Always

4 3 2 1 0

4. I get irritated by things, other people or myself: Almost Never

Rarely Sometimes Usually Almost Always

4 3 2 1 0

5. I get carried away and do things I regret: Almost Never

Rarely Sometimes Usually Almost Always

4 3 2 1 0

Total for Self-Awareness:

Emotional Self-Management is the ability to stay focused and think clearly even when experiencing powerful emotions.

Being able to manage your own emotional state is essential for taking responsibility for your actions and can save you from hasty decisions that you later regret.

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**Motivation**

1. I am clear about my goals for the future: Almost Never

Rarely Sometimes Usually Almost Always

0 1 2 3 4

2. My career is moving in the right direction: Almost Never

Rarely Sometimes Usually Almost Always

0 1 2 3 4

3. I find it hard to maintain my enthusiasm when I encounter setbacks: Almost Never

Rarely Sometimes Usually Almost Always

4 3 2 1 0

4. I feel excited when I think of my goals: Almost Never

Rarely Sometimes Usually Almost Always

0 1 2 3 4

5. I act consistently to move towards my goals: Almost Never

Rarely Sometimes Usually Almost Always

0 1 2 3 4

Total for Self-Awareness:

Motivation is the ability to use your deepest emotions to move and guide you towards your goals. This ability enables you to take the initiative and to persevere in the face of obstacles and setbacks.

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**Empathy**

1. My colleagues are uncommunicative: Almost Never

Rarely Sometimes Usually Almost Always

4 3 2 1 0

2. I get on well with each of my work colleagues: Almost Never

Rarely Sometimes Usually Almost Always

0 1 2 3 4

3. I find it easy to “read” other people’s emotions: Almost Never

Rarely Sometimes Usually Almost Always

0 1 2 3 4

4. It’s unpredictable how my colleagues will feel in any given situation: Almost Never

Rarely Sometimes Usually Almost Always

4 3 2 1 0

5. People choose to work with me in preference to equally- talented colleagues: Almost Never

Rarely Sometimes Usually Almost Always

0 1 2 3 4

Total for Self-Awareness:

Empathy is the ability to sense, understand and respond to what other people are feeling.

Self-awareness is an essential underpinning of empathy. If you are not aware of your own emotions, you will not be able to read the emotions of others.

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**Relationship Management**

1. I encounter difficult people: Almost Never

Rarely Sometimes Usually Almost Always

4 3 2 1 0

2. I am comfortable talking to anyone: Almost Never

Rarely Sometimes Usually Almost Always

0 1 2 3 4

3. I achieve win/win outcomes: Almost Never

Rarely Sometimes Usually Almost Always

0 1 2 3 4

4. I feel uncomfortable when other people get emotional: Almost Never

Rarely Sometimes Usually Almost Always

4 3 2 1 0

5. I get impatient with incompetent people: Almost Never

Rarely Sometimes Usually Almost Always

4 3 2 1 0

Total for Relationship Management:

Relationship Management is the ability to manage, influence and inspire emotions in others.

Being able to handle emotions in relationships and being able to influence and inspire others are essential foundation skills for successful teamwork and leadership.

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**Total Scores**

**Self- Awareness**

**Self- Management**

**Relationship Management 20 19 18 17 16 15 14 13 12 11 10 9 8 7 6 5 4 3 2 1 0**

**Totals:**

**Key**

For each area, write the total in the bottom line and shade in the box against the appropriate number to give a graphical representation of your overall score.

14-20 This area is a strength for you

7-13

**Motivation Empathy**

Some attention given to the aspects of this area you feel are weakest will pay dividends

0-6 This is an area you need to give priority to developing

You can find practical suggestions on how to develop each competency area in the How to Develop Your Emotional Intelligence guide at www.practicaleq.com/products/

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