

**WORKPLACE  
EMOTIONAL INTELLIGENCE  
INVENTORY (WEII)™**



# **TEAM PROFILE REPORT**

**2 JUNE 2030  
SAMPLE TEAM**



## TEAM

AGENCY: Sample Inc.

TEAM NAME: Sample Team

DATE: 2 June 2020

## INTRODUCTION

The Workplace Emotional intelligence Inventory (WEII) is a psychometric instrument designed for the workplace. It provides a perspective of an individual in terms of four main factors of Emotional Intelligence (EI) - Self Awareness, Self Management, Social Awareness and Social Management. The well-established four factor framework of Emotional Intelligence is used around the world across different contexts, cultures and ages.

This report expounds on EI traits via twenty different sub-factors that are relevant in a workplace, educational or social setting. Possible uses for this report include leadership development, executive coaching as well as self and professional development.

## USE OF REPORT

The WEII Report outlines emotional and social capabilities using four main factors and twenty sub factors. To maximise the use of this report, the following steps are recommended:

- From the WEII framework, identify the key competencies in your team's work
- Review your team's strengths and concerns in each of the key competencies identified
- Discuss with your peers, managers and direct reports regarding how well your team is performing on the key competencies
- Consider how you can improve your team's competencies, based on this report's recommendations

## BENCHMARK

The reference group selected for this report comprises working professionals as well as managers, leaders and supervisors. The team's results are referenced against this group using standardised scores and reflected in the tables below for each competency.

Very Low	Low	Moderately Low	Average	Moderately High	High	Very High
Very likely to be a concern	Likely to be a concern	Somewhat likely to be a concern	Neither a strength nor a concern	Somewhat likely to be a strength	Likely to be a strength	Very likely to be a strength



## Four main emotional intelligence factors

### SELF AWARENESS

Refers to understanding one's own emotional states, beliefs, agendas, strengths and weaknesses, as well as embracing failures and obstacles.

### SELF MANAGEMENT

Refers to the ability to exercise control over one's inner state, emotions and impulses, while taking action to improve their personal situation.

### SOCIAL AWARENESS

Refers to the ability to understand the social situation one is in, the inner states of others, one's impact on others, and what one can do to change the social situation.

### SOCIAL MANAGEMENT

Refers to the ability to manage relationships with other people, develop the potential of others and get them to work together to achieve a common goal.

Detailed descriptions of the sub-factors can be found in the glossary at the back of this report.

## IMPRESSION MANAGEMENT

Impression Management (IM), also known as self-presentation, occurs when candidates attempt to convey an unusually positive impression of themselves by providing socially desirable responses (i.e. attempting to reveal only positive aspects of himself or herself).

The IM score is **85**. If the score is above 80, it is considered high. Hence, the interpretation of this report should take that score into consideration.

The candidates' responses suggest a high tendency to convey a positive impression of themselves. This however does not suggest that the candidates are dishonest, as they may genuinely be positive in many aspects.

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## INTERPRETATION

Emotional Intelligence questionnaires can provide a useful source of information. As a self-report questionnaire similar to most instruments of this nature, the profile obtained should be viewed as indicative only. Hence, it is best used in conjunction with other available information including biographical data, behavioural assessments, performance ratings, 360-feedback, and so forth.

Emotional Intelligence profiles help point out the likely strengths and areas for improvement. Different people have different profiles, and the WEII adds value by reflecting those tendencies as indicated by the candidates themselves.

This report is valid for 12 months from the date of assessment.

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## CONFIDENTIALITY

This report is confidential and is meant for viewing by those appropriately authorised. It should not be distributed without permission or proper security controls.

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## TEAM EMOTIONAL INTELLIGENCE PROFILE

Successful teams are often comprised team members who collectively display high levels of EI. Conversely, unsuccessful teams tend to comprise of members who display low levels of EI. This report helps to add value by letting team members know which Emotional Intelligence they excel in, and which they have areas for improvement, such that they can better support one another.


### Team Emotional Intelligence Rankings

This table shows the rank order of each team member on each of the four main Emotional Intelligence factors. The smaller the team member's rank number, the better their scores is on that particular main factor.

Rank	Self Awareness	Self Management	Social Awareness	Social Management
#1	Denise	Lucy	Lucy	Lucy
#2	Alex	Denise	Alex	Denise
#3	Lucy	Alex	Francis	Alex
#4	James	Francis	Denise	Francis
#5	Francis	James	James	James

### Strengths & Areas for Improvement

This next table breaks down the Emotional Intelligence scores for each candidate, identifying which main factors they score the lowest in, and which they score the highest in.

	Area for Improvement			Strength
				
Alex	Social Management	Self Management	Social Awareness	Self Awareness
Denise	Social Awareness	Social Management	Self Awareness	Self Management
Francis	Self Awareness	Social Management	Social Awareness	Self Management
James	Social Awareness	Social Management	Self Management	Self Awareness
Lucy	Self Awareness	Social Awareness	Social Management	Self Management

## PROFILE SUMMARY

### WEII Framework

Very Low

Low

Moderately Low

Average

Moderately High

High

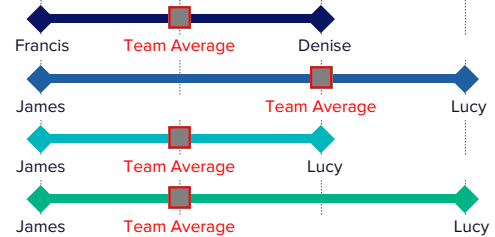
Very High

#### SELF AWARENESS

#### SELF MANAGEMENT

#### SOCIAL AWARENESS

#### SOCIAL MANAGEMENT



### SELF AWARENESS

Very Low

Low

Moderately Low

Average

Moderately High

High

Very High

Emotional Awareness



Belief Awareness



Agenda Awareness



Self Perception



Fortitude



### SELF MANAGEMENT

Very Low

Low

Moderately Low

Average

Moderately High

High

Very High

Inner Control



Self Confidence



Decisiveness



Initiative



Success Drive



### SOCIAL AWARENESS

Very Low

Low

Moderately Low

Average

Moderately High

High

Very High

Social Candour



Empathy



Interest Alignment



Service Attitude



Social Acumen



### SOCIAL MANAGEMENT

Very Low

Low

Moderately Low

Average

Moderately High

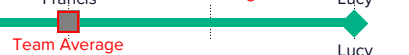
High

Very High

Change Catalyst



Bridge Building



Teamwork



Team Bonding

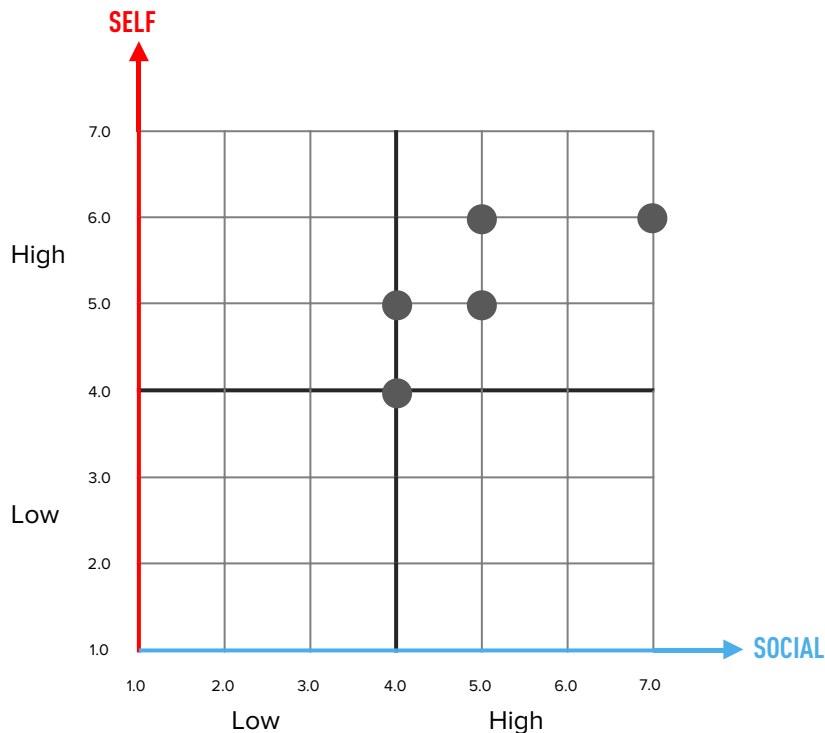


Mentorship



## PROFILE SUMMARY (TEAM CLUSTER)

### Overall Emotional Intelligence

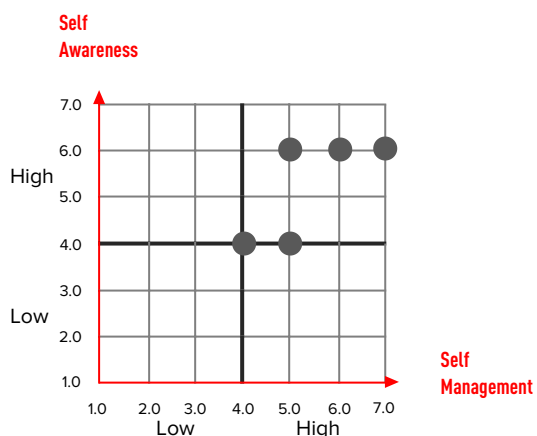


This chart plots the team members' scores on the Self Aspect (Self Awareness, Self Management) against their scores on the Social Aspect (Social Awareness, Social Management). Examining this chart provides a better picture of which areas of Emotional Intelligence team members are strong in, and which areas they may have scope for improvement.

Ideally, all team members should work towards falling within the top right quadrant on Overall Emotional Intelligence, such that they excel in both the Self and Social aspects of Emotional Intelligence.

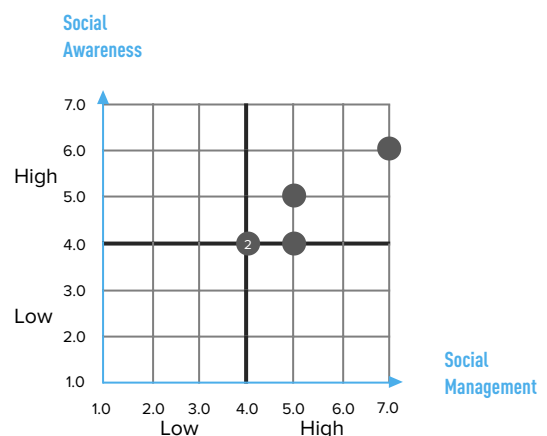
#### Self Aspect

This chart further breaks down team members' Emotional Intelligence scores in the Self aspect, by plotting their scores on Self Awareness against their scores on Self-Management.



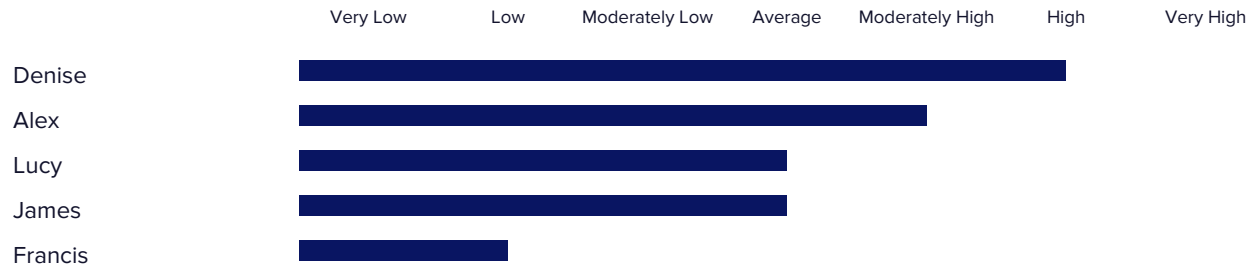
#### Social Aspect

This chart further breaks down team members' Emotional Intelligence scores in the Social aspect, by plotting their scores on Social Awareness against their scores on Social-Management.



**EMOTIONAL AWARENESS**

Being aware of one's own emotions, and their impact on one's life

**BELIEF AWARENESS**

Being aware of one's own beliefs, and their impact on one's life

**AGENDA AWARENESS**

Being aware of one's own internal agendas, and their impact on one's life

**SELF PERCEPTION**

Being aware of one's own strengths and weaknesses, and their impact on one's life

**FORTITUDE**

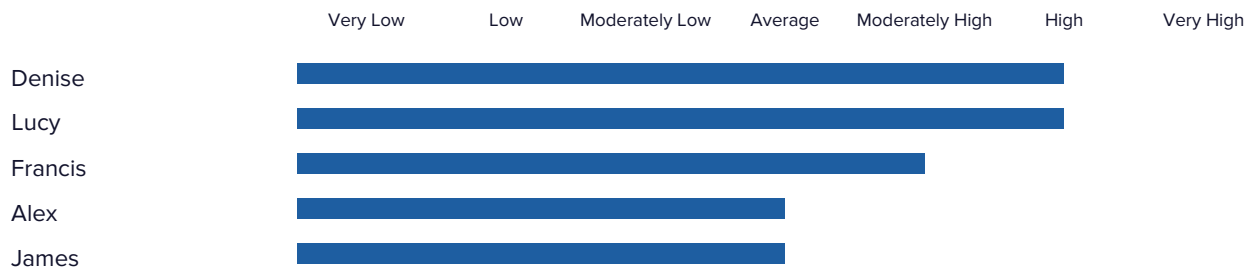
Being aware and accepting that failures and obstacles are part of the journey towards success





## INNER CONTROL

Mastery of one's own inner situation



## SELF CONFIDENCE

Believing in one's ability to excel and succeed



## DECISIVENESS

Being able to decide and act in a timely manner



## INITIATIVE

Taking practical action to solve problems and improve difficult situations



## SUCCESS DRIVE

Planning and working towards achieving goals to better one's life



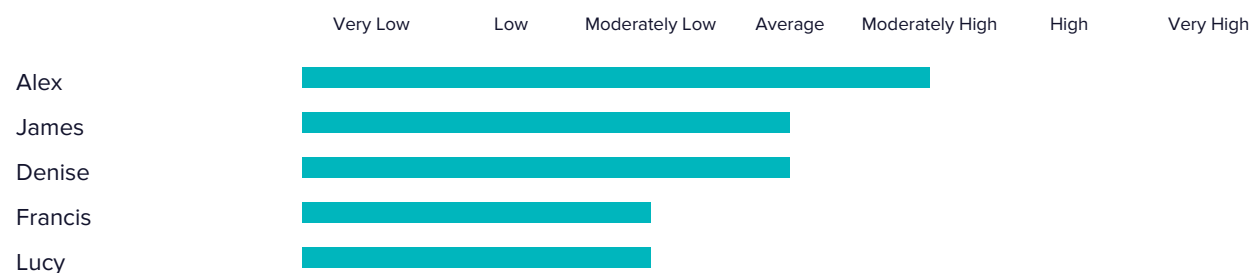
## SOCIAL CANDOUR

Acknowledging and expressing one's true views, agendas and values in a socially appropriate manner



## EMPATHY

Connecting both mentally and emotionally with others



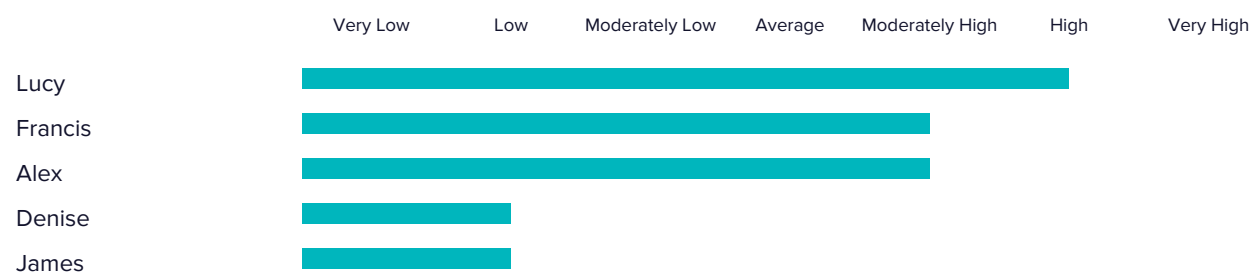
## INTEREST ALIGNMENT

Ensuring that one's interests are aligned with other stakeholders



## SERVICE ATTITUDE

Having the attitude of helping others to make the world a better place



## SOCIAL ACUMEN

Know who and how to get the support to facilitate one's goals



**CHANGE CATALYST**

Being able to adapt to and help implement new changes

**BRIDGE BUILDING**

Being able to bring people together, even if they disagree on many areas

**TEAMWORK**

Being able to work with different people to achieve a common outcome

**TEAM BONDING**

Being able to build and hold a team of people together with a common identity

**MENTORSHIP**

Being able to develop people around oneself, so that they become better



## SELF AWARENESS

<b>Emotional Awareness</b>	Being aware of one's own emotions and their impact on one's life, as strong emotions can potentially sway one's decisions and influence his/her behaviour.
<b>Belief Awareness</b>	Being aware of one's own beliefs and their impact on one's life, as deeply held personal beliefs can bias one's thoughts, views and actions.
<b>Agenda Awareness</b>	Being aware of one's own internal agendas and their impact on one's life, as unconscious agendas can subtly affect one's emotions, behaviours and beliefs.
<b>Self Perception</b>	Being aware of one's own strengths and weaknesses, and their impact on one's life. An accurate view of one's strengths and weaknesses is important to avoid overextending oneself.
<b>Fortitude</b>	Accepting failures and obstacles are part of the journey towards success. Taking setbacks in stride and finding ways to overcome or work around them is part of the behaviour of an emotionally intelligent person.

## SELF MANAGEMENT

<b>Inner Control</b>	Mastery of one's own inner situation. The ability to effectively manage one's thoughts, speech and behaviour is essential to maintaining calm when faced with problems.
<b>Self Confidence</b>	Believing in one's ability to excel and succeed. Having confidence that we can solve our problems and achieve our goals helps us to remain emotionally stable and able to engage in long-term planning.
<b>Decisiveness</b>	Being able to decide and act in a timely manner. People who have control over their emotions find it much easier to make firm and timely decisions.
<b>Initiative</b>	Taking practical action to solve problems and improve difficult situations. Actively seeking to make a positive difference instead of waiting for the problem to worsen or someone to intervene is a hallmark of the emotionally intelligent.
<b>Success Drive</b>	Planning and working towards achieving goals to better one's life. Working towards our goals requires much effort, both cognitive and emotional.

## SOCIAL AWARENESS

<b>Social Candour</b>	Acknowledging and expressing one's true views, agendas and values in a socially appropriate manner. Demonstrating one's maturity and mastery over social situations by being truthful and yet diplomatic.
<b>Empathy</b>	Connecting both mentally and emotionally with others. Any definition of emotional intelligence will include the ability to understand and sympathise with others' feelings, thoughts and situations.
<b>Interest Alignment</b>	Ensuring one's interests are aligned with others. An essential part of successfully maintaining positive relationships is to ensure that what we do not only benefit ourselves, but also those who we work or partner with.
<b>Service Attitude</b>	Having the attitude of helping others to make the world a better place. Being willing to place the well-being of others above your own personal interest requires inner strength and emotional maturity.
<b>Social Acumen</b>	Knowing who and how to get the support to facilitate one's goals. Knowing who can best help with one's goals, and how to persuade him/her to help, are important emotional intelligence skills.

## SOCIAL MANAGEMENT

<b>Change Catalyst</b>	Being able to adapt to and help implement new changes. Being able to work effectively with change and help others embrace change are important assets in the ever-changing world.
<b>Bridge Building</b>	Being able to bring people together, even if they disagree on many areas. When encountering people of very diverse backgrounds and mindsets, the ability to mediate differences and create harmony is essential.
<b>Teamwork</b>	Being able to work with different people to achieve a common outcome. Effective teamwork requires us to adjust our working styles to that of our teammates and pay attention to our team members' emotions, thoughts and beliefs.
<b>Team Bonding</b>	Being able to build and hold a team of people together with a common identity. It is essential to create a sense of belonging for the people in a team, and to help any team member who feels left out be part of the team.
<b>Mentorship</b>	Being able to develop the people around oneself, so that they become better. Each of us can go beyond our personal development and use our experiences to help others improve their own strengths and weaknesses.