

**Activity:**

# Your EQ Buttons

What drives you nuts at work? The people, the places, the things, the topics?

It's as if these are buttons people push, and as a result, you react. Sometimes when your buttons are pushed, you react big—too big.

It's ideal if you are aware of your buttons, so you can then better plan your reactions when they are pushed. You plan your reactions in a proactive manner vs. repairing the damage when you are hijacked by your emotions.

**Consider the list below. Which of these are your possible buttons? I've listed 16 buttons, but they are many more! So, use the blank spaces to list emotions and situations unique to you.**

- ☐ People: [name them] \_\_\_\_\_
- ☐ Times of the day: [list] \_\_\_\_\_
- ☐ Topics: [list] \_\_\_\_\_
- ☐ My manager
- ☐ My coworkers
- ☐ Traffic
- ☐ Crowded places, standing in line, etc.
- ☐ Advocating for myself
- ☐ Behaviors: people interrupting me; people arriving late to meetings; people cutting in front of me in line, rudeness, etc.
- ☐ Working on projects I don't feel use my strengths
- ☐ Housework, laundry, cooking, etc.
- ☐ Skipping lunch
- ☐ Not getting enough sleep
- ☐ People chewing food loudly next to me
- ☐ Gossiping
- ☐ Working on a task I don't think is important (or belongs to someone else)
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_