### EMOTIONAL INTELLIGENCE

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ACADEMIC SUCCESS RESOURCE AND WORKSHEET

### What is Emotional Intelligence (EI)?

Emotional Intelligence (EI) is defined as a set of emotional and social skills that influence the way we perceive and express ourselves, develop and maintain social relationships, cope with challenges, and use emotional information in an effective and meaningful way.

It is the ability to monitor emotions, discriminate between emotions, label them, and use that knowledge to guide your thinking.

### Why is El Important?

Emotional intelligence allows you to understand and manage your emotions in order to selfmotivate and to create positive social interactions; it's the first step in realizing your true potential. The value and benefits of EI are vast in terms of personal, academic, and professional success.

### How Does El Affect Me?

Individuals with higher levels of emotional intelligence are less likely to succumb to the negative impacts of stressors, while effectively help individuals deal with negative emotions and promote more positive emotions in its place. It is now well documented that higher emotional intelligence skills are directly related to greater academic and career success!

### How Does El Affect My Job?

#### 1. Enhanced Teamwork

• Strong EI produces better communication among colleagues as you would be able to empathize and relate with them.

#### 2. Builds Rapport

• Builds trust because you can control your emotions by learning how to respond to conflict and manage stress.



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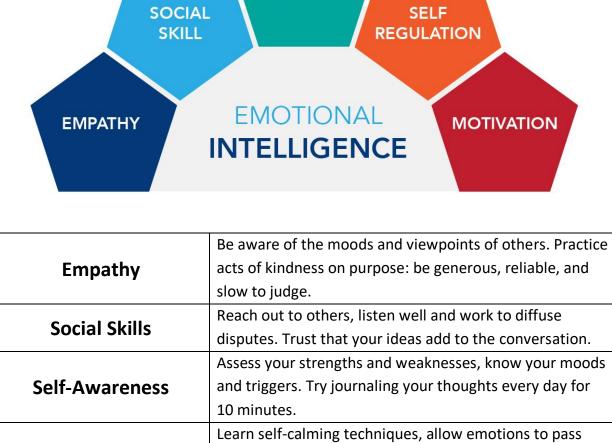
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#### **Five Elements of El**

Psychologist Daniel Goleman identified five elements that make up emotional intelligence:



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	Learn self-calming techniques, allow emotions to pass
Self-Regulation Motivation	through you, reflect before making decisions. Try doing
	deep breathing exercises instead of blowing off steam.
	Face challenges head-on. Work one step at a time. Take
	time to celebrate and reassess when you reach each
	milestone.



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### **EI Self-Assessment Tools**

- 1. Mind Tools 15 questions
  - Take Quiz •
- 2. Institute for Health and Human Potential 17 questions
  - Take Quiz •
- 3. Harvard Business Review 25 questions
  - Take Quiz
- 4. Greater Good 25 questions
  - Take Quiz

#### LinkedIn Learning Courses

- 1. Developing Your Emotional Intelligence
- 2. Leading with Emotional Intelligence

### Humber Learning Outcomes (HLO)

Humber has HLOs that are practical tools we need for learning, work and life. Each of the HLOs ties directly into a career-ready skill you can develop.





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### **Career Building Worksheet**

Use the worksheet below to fill in the blanks to relate Humber HLO's with an Emotional Intelligence Skill to your work/school/volunteer experiences.

HLO	El Skill	Your Experience
<b>Ex. Collaboration</b> Collaboration skills enable individuals to work with others effectively to achieve a common goal	Ex. Empathy	<b>Ex.</b> While working on a collaborative group project for school, I displayed empathy by being open to my teammate's ideas and understanding of differing viewpoints
<b>Collaboration</b> Collaboration skills enable individuals to work with others effectively to achieve a common goal		
<b>Communication</b> Communication skills enable individuals to convey information effectively		
Digital Fluency Digital fluency skills enable individuals to use and adapt to digital tools, manage information, conduct research and create and communicate effectively and ethically in digital spaces		



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HLO	El Skill	Your Experience
Innovation Innovation skills enable individuals to think creatively and critically to generate new and unconventional ideas		
Leadership Leadership skills enable individuals to inspire, motivate and empower others to achieve positive, common goals		
Professionalism Professionalism enables an individual to exhibit behaviour and actions that enhance personal reputation and contribute positively to success in the workplace		
Strategic Problem-solving Strategic problem-solving skills enable an individual to predict and define a problem, and to determine the best approach to achieving a solution		



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### References

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