



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 EI Important?

Emotional intelligence allows you to understand and manage your emotions in order to self-motivate 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 EI 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 EI 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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Five Elements of EI

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

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Empathy	Be aware of the moods and viewpoints of others. Practice acts of kindness on purpose: be generous, reliable, and slow to judge.
Social Skills	Reach out to others, listen well and work to diffuse disputes. Trust that your ideas add to the conversation.
Self-Awareness	Assess your strengths and weaknesses, know your moods and triggers. Try journaling your thoughts every day for 10 minutes.
Self-Regulation	Learn self-calming techniques, allow emotions to pass through you, reflect before making decisions. Try doing deep breathing exercises instead of blowing off steam.
Motivation	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

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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

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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	EI Skill	Your Experience
<p>Ex. Collaboration</p> <p>Collaboration skills enable individuals to work with others effectively to achieve a common goal</p>	<p>Ex. Empathy</p>	<p>Ex. 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</p>
<p>Collaboration</p> <p>Collaboration skills enable individuals to work with others effectively to achieve a common goal</p>		
<p>Communication</p> <p>Communication skills enable individuals to convey information effectively</p>		
<p>Digital Fluency</p> <p>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</p>		



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

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