

ProfessionalSkills

Working with EQ 1

Is it difficult for your teams to manage emotions and maintain a positive attitude in stressful situations? How well can they use their emotional intelligence to work effectively with others?

This essential course will build strong foundations in EQ. Your team members will be more aware of different emotions and patterns and manage them in a range of workplace situations. Your teams' thinking and decision-making process will improve, enhancing productivity and connections with others. As a result, your organisation will strengthen



Objectives	Benefits
 Adopt an aware, optimistic and resilient mindset in challenging and stressful situations to enhance outcomes 	 Participants will be better able to manage their emotions, improving ability to work more productively in challenging, stressful situations
Use an emotionally intelligent thinking process to work productively in complex situations	 Stakeholders will improve working relationships through enhanced communication, collaboration and decision- making processes
 Maintain positive and supportive working relationships with a diverse range of stakeholders 	• Your organisation will benefit from stronger relationships and stakeholder engagement, especially useful during times of change and uncertainty

- Establishing level course: build strong foundations
- No experience needed
- Minimum upper-intermediate (B2) level English

Working with EQ 1- Course outline

Module	Competency
 EQ essentials Understanding the benefits of EQ in the workplace Evaluating your current EQ practice and setting personal goals 	Set goals to improve EQ skills by analysing behaviour against criteria for effective performance
 EQ: developing emotional awareness Identifying how primary emotions make you feel and behave Analysing the meaning behind primary emotions 	Understand your emotional responses to primary emotions in workplace situations
 EQ: understanding your patterns of behaviour Identifying your triggers Identifying your patterns of behaviour 	 Understand your triggers and patterns of behaviour to build greater self-awareness
 EQ: navigating your emotions Understanding how intense emotions impact behaviour Using techniques to defuse intense emotions 	Navigate your emotions to make better decisions
 EQ: evaluating the impact of choices Weighing up the costs and benefits of negative outcomes Identifying different ways to achieve more effective outcomes 	Evaluate the costs and benefits of your choices to make more meaningful decisions
 EQ: finding your inner drive Identifying what drives and stops your motivation Using strategies to increase your motivation 	Connect with your internal drivers to increase your motivation and engagement
 EQ: demonstrating empathy Noticing and connecting with other people's feelings Communicating empathy 	Show concern for people's feelings through non-verbal and verbal communication
 EQ mini-clinic Evaluating EQ against essential practices Setting goals and action planning 	Develop plans to achieve EQ goals in the workplace by selecting tools and techniques for effective performance