

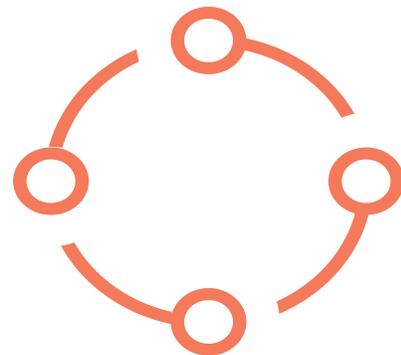


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## Emotional Quotient™

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## Introduction

The Emotional Quotient™ (EQ) report looks at a person's emotional intelligence, which is the ability to sense, understand and effectively apply the power and acumen of emotions to facilitate higher levels of collaboration and productivity. The report was designed to provide insight into two broad areas: Self and Others.

Research shows that successful leaders and superior performers have well-developed emotional intelligence skills. This makes it possible for them to work well with a wide variety of people and to respond effectively to the rapidly changing conditions in the business world. In fact, a person's EQ may be a better predictor of success performance than intelligence (IQ).

Emotional intelligence is an area you can focus on and develop regardless of your current score in each dimension. One model to help you assess your emotional levels throughout the day is to check your emotional clarity. Think of red as poor emotional clarity or an inability to utilize all skills and resources because of your emotional cloudiness. When you're identifying yourself as having a red glass, you may be experiencing emotions such as fear, anger, sadness or loss. Think of clear glass as your ideal state of clarity, or when you're emotionally "in the zone." You may experience emotions such as happiness, joy, peace or excitement. Most of the time you are somewhere in between. You may not be able to place an exact descriptor on how you feel, but you're relatively clear headed and free from distractions. Remember, the higher your EQ scores, the easier it will be to apply this model to you and to those around you.



# Introduction

*This report measures five dimensions of emotional intelligence:*

## Emotional Intelligence - Self

What goes on inside of you as you experience day-to-day events.

**Self-Awareness** is the ability to recognize and understand your moods, emotions and drives, as well as their effect on others. In practice, it is your ability to recognize when you are red, clear or somewhere in-between.

**Self-Regulation** is the ability to control or redirect disruptive impulses and moods and the propensity to suspend judgment and think before acting. In practice, it is your ability to influence your emotional clarity from red to clear when the situation requires.

**Motivation** is a passion to work for reasons that go beyond the external drive for knowledge, utility, surroundings, others, power or methodology and are based on an internal drive or propensity to pursue goals with energy and persistence.

## Emotional Intelligence - Others

What goes on between you and others.

**Social Awareness** is the ability to understand the emotional makeup of other people and how your words and actions affect others. In practice, it is the ability to assess if he or she is in a red, clear or somewhere in-between state.

**Social Regulation** is your ability to influence the emotional clarity of others through a proficiency in managing relationships and building networks.

Is the report 100% true? Yes, no and maybe. We are only measuring emotional intelligence. We only report statements from areas in which tendencies are shown. To improve accuracy, feel free to make notes or edit the report regarding any statement from the report that may or may not apply, but only after checking with friends or colleagues to see if they agree.



## General Characteristics

*Based on Jane's responses, the report has selected general statements to provide a broad understanding of her level of emotional intelligence.*

Jane is consistently able to identify her emotions that will impact her ability to maintain composure during a stressful time. When others give Jane feedback, she will be aware of how her emotions can impact the understanding of the information. She has a solid understanding of her emotional strengths and weaknesses. Jane's self awareness allows her to notice when her emotions begin to escalate in most instances. Jane is aware of how her emotions impact her goals, motivations, strengths and key aspirations. When faced with a difficult decision, Jane's self awareness will assist her in moving forward.

Jane may struggle with weighing the practical issues versus emotional issues of a situation, and this can cause confusion in the decision-making process. Sometimes Jane's emotions may cause her to act before she fully thinks things through. Others may say that they sometimes don't know what to expect from Jane. She may handle negative feedback with poise, but she may find that it affects her working relationships later down the line. Others may question whether Jane can handle more responsibility during times of stress. She might benefit from improving her emotional regulation strategies.

Jane will tend to challenge others at times when they are ready to settle for mediocre results. She will continue to look for ways to succeed when faced with challenges or resistance. She generally will not allow objections or obstacles to keep her from achieving her goals. She tends to pursue her goals with enthusiasm and energy. Others tend to see Jane as self-motivated. She will usually strive for success, only rarely settling for good enough.



## General Characteristics

Jane has a unique ability to put herself in another person's shoes. Others may occasionally confuse Jane's understanding of their perspective with the acceptance of their position. She gives the impression that she is thoughtful and perceptive. Others feel Jane understands them. Jane's ability to see things from others' viewpoints makes her a good collaborator. She is skilled at deciphering the emotional tone of any interaction.

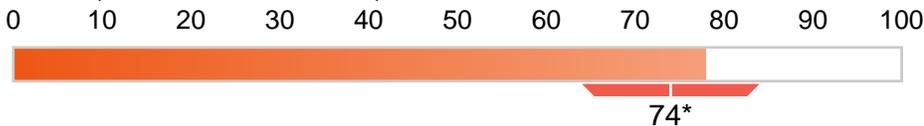
Jane can interpret nonverbal cues in some instances and may adjust to the situation. She can appear distant and aloof upon initial introduction to new people. She is persuasive when she feels passionate about the topic to the point of potentially coming across as overbearing. She is aware that she cannot please everyone all the time and, thus, may not always try. Jane collaborates well with most of her coworkers. Others generally view Jane as approachable.



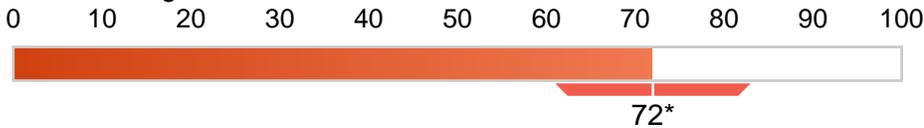
# Emotional Quotient Assessment Results

The Emotional Quotient (EQ) is a measure of your ability to sense, understand and effectively apply the power and acumen of your emotions and the emotions of others in order to facilitate high levels of collaboration and productivity. Your total score on the Emotional Quotient Assessment indicates your level of overall emotional intelligence. The higher the number, the more emotionally intelligent you are. If your goal is to raise your EQ, the components on which you have scored the lowest should be the focus of your development.

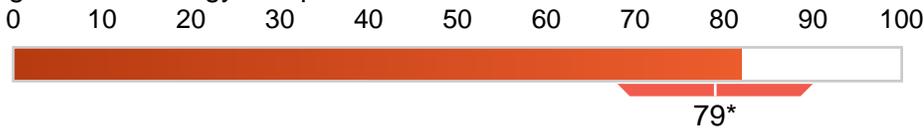
**1. SELF-AWARENESS** - The ability to recognize and understand your moods, emotions and drives, as well as their effect on others.



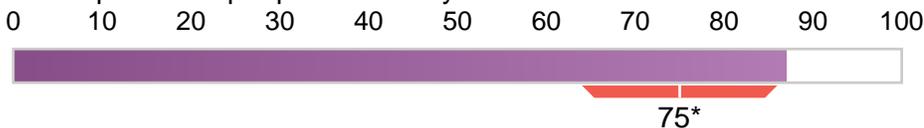
**2. SELF-REGULATION** - The ability to control or redirect disruptive impulses and moods and the propensity to suspend judgment and think before acting.



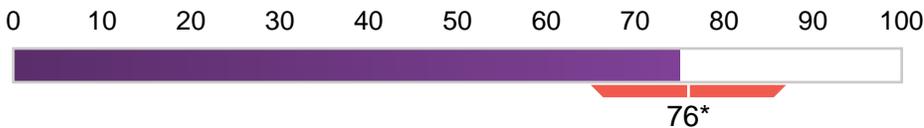
**3. MOTIVATION** - A passion to work for reasons that go beyond the external drive for knowledge, utility, surroundings, others, power or methodology and are based on an internal drive or propensity to pursue goals with energy and persistence.



**4. SOCIAL AWARENESS** - The ability to understand the emotional makeup of other people and how your words and actions affect others.



**5. SOCIAL REGULATION** - The ability to influence the emotional clarity of others through a proficiency in managing relationships and building networks.



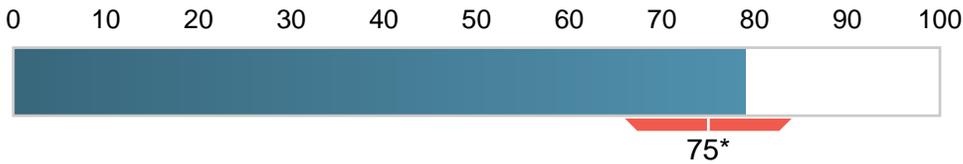
\* 68% of the population falls within the shaded area.



# Emotional Quotient Scoring Information

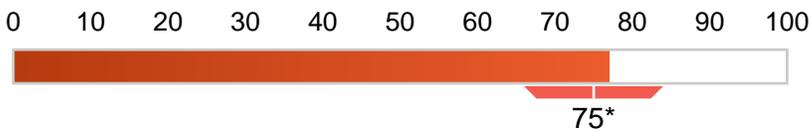
The average of the Self-Regulation, Self-Awareness and Motivation subscales represent your Self Score. The average of the Social Awareness and Social Regulation subscales represent your Others Score. Your total level of Emotional Quotient was calculated by averaging all five EQ dimensions.

**TOTAL EMOTIONAL QUOTIENT** - Your total level of emotional intelligence, formed by averaging your Others and Self scores.



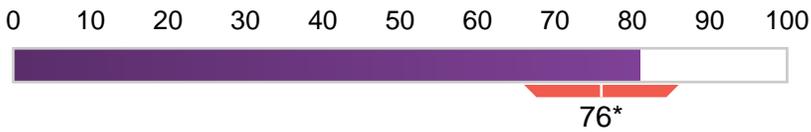
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**SELF** - The ability to understand yourself and form an accurate concept of yourself to operate effectively in life.



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**OTHERS** - The ability to understand other people, what motivates others, how they work and how to work cooperatively with them.



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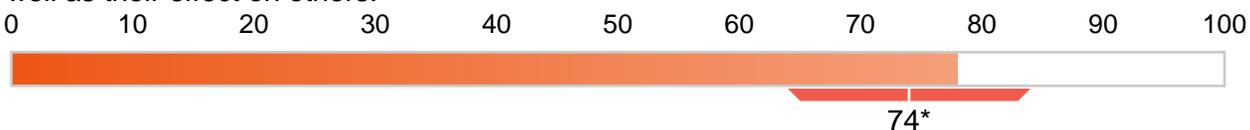
# Self-Awareness

Based on Jane's current EQ level, she has a developed awareness of how she is feeling at any given time. Jane is usually able to assess her own emotions and their impact on her decisions.

## What Jane can do:

- To improve decision making, keep a journal to identify behavioral trends and discuss your observations with a trusted advisor, family member or friend. Check your emotional clarity several times a day. What is your current state: red, clear or somewhere in-between?
- Continue to practice the realistic perspective you have to identify any areas you may benefit from improving.
- Consider whether you have a realistic self-perception as compared to how others may see you.
- Think of situations where you could better use each of your strengths and minimize weaknesses, especially in the workplace.
- Pay attention to your behaviors and see if you recognize patterns that occur either in the workplace or at home.
- Create an action plan to develop the areas you may want to improve, both at home and at work, and revisit it regularly.
- Document your thoughts and feelings and discuss them with a family member, friend or trusted co-worker to increase your Self-Awareness.
- Consider areas in which you made progress on an area you wish to develop, especially in the workplace.
- Reflect on the connection between your emotions and your behavior. Identify the triggers that lead to potentially negative reactions.
- Identify a few specific, measurable goals for continuing to improve your Self-Awareness and revisit these goals as a part of your personal development plan.
- When involved in situations that may lead to potentially negative emotions, attempt to leverage your emotional enablers to maintain a positive emotional state.

**Self-Awareness** - The ability to recognize and understand your moods, emotions and drives, as well as their effect on others.



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# Self-Regulation

Based on Jane's current level of EQ in this dimension, she has a moderately developed level of Self-Regulation. Jane is able to regulate some negative emotions and in these cases allow herself to manage her reactions to given situations.

## What Jane can do:

- Implement self-restraint by listening first, pausing and then responding.
- When becoming frustrated, stop and assess your emotional reaction and attempt to disrupt the negative behavior.
- Create effective responses to stressful situations by finding strategies for altering a distraction or negative mood.
- Discuss ways of dealing with change and stress with family members, friends or a trusted advisor.
- Make note of and focus on events that provide a sense of calm or positive emotions to change your clarity from red to clear or somewhere in-between.
- Choose a family member, friend or trusted advisor to discuss how you deal with change and how you can practice self-restraint.
- Ask yourself, "What is the worst thing that can happen?" in order to consider the reality of the situation.
- Journal occurrences during which you were able to regulate your responses or emotions.
- Discuss ways of expressing emotions appropriately with your co-workers.
- There is a strong mind-body connection. Take control of your body through meditation or yoga to learn to self-regulate your emotions over time.
- Begin regular exercise to increase your ability to manage your emotions and relax both body and mind.

**Self-Regulation** - The ability to control or redirect disruptive impulses and moods and the propensity to suspend judgment and think before acting.





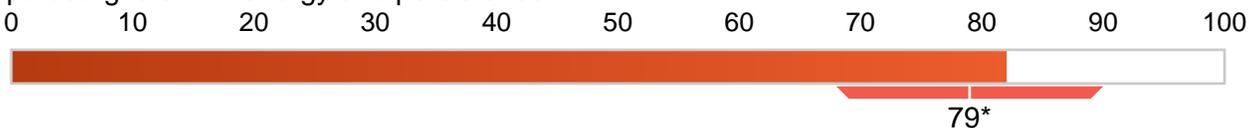
# Motivation

Based on Jane's current level of Motivation, she generally manages her goals well and tends to seek out new challenges.

## What Jane can do:

- Document specific goals with target dates and revisit them regularly to ensure you are on track to achieve them.
- Post your goals and aspirations in a place where you will see them every day.
- Schedule time each day to reflect on the progress you are making towards your goals.
- Envision someone you know that models internal Motivation and develop those traits in yourself.
- Celebrate when you achieve one of your goals and document your success.
- Conduct a strengths, weaknesses, opportunities and threats analysis of your long-term goals to ensure your success.
- Challenge the status quo and make suggestions for improvement.
- Define qualities that may hold you back from attaining your goals and brainstorm ways to overcome them.
- Share your goals with a trusted advisor, family member or friend and ask them to help hold you accountable for reaching them.
- Spend time visualizing the achievement of your goals.
- Create detailed objectives to reach the overall goals.

**Motivation** - A passion to work for reasons that go beyond the external drive for knowledge, utility, surroundings, others, power or methodology and are based on an internal drive or propensity to pursue goals with energy and persistence.



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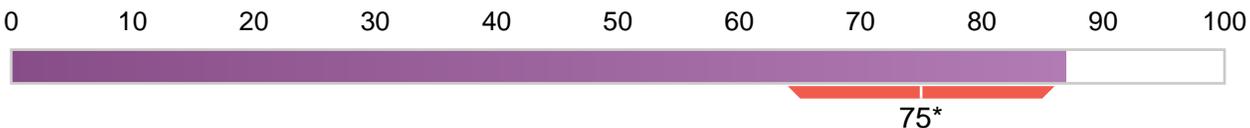
## Social Awareness

Based on Jane's well-developed level of Social Awareness, she has a unique skill of treating people according to their emotional reactions. Jane has the ability to utilize this information when making decisions.

### What Jane can do:

- Attempt to fully understand others before communicating your point of view; this helps to ensure your message will be received correctly.
- Watch interactions of other people to determine their current state: red, clear or somewhere in-between. Then discuss your observations with a peer to sharpen your social awareness skills.
- Observe others' body language for nonverbal messages being expressed. Did your interaction change their emotional state?
- Being aware of others can enhance your understanding and your relationships with them.
- Work with a trusted advisor to brainstorm ways to use your social awareness to help others understand their emotional color and take accountability when making tough decisions.
- Mentor co-workers on effective ways to use social awareness to recognize a person's emotional state before, during and after an interaction.
- Demonstrate to others how negative comments can impact a situation.
- Offer assistance to your friends, family and even strangers who may have difficulty recognizing how their interactions may be affecting others.
- Evaluate past situations and think about how the emotional state of others affected your desired outcomes.

**Social Awareness** - The ability to understand the emotional makeup of other people and how your words and actions affect others.



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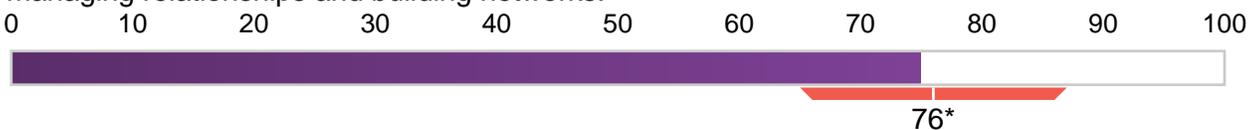
# Social Regulation

Based on Jane's level of Social Regulation, she may find relating to others challenging, especially in emotionally charged situations.

## What Jane can do:

- Be aware of the message your body language is communicating, try to predict how you can respond positively to the interaction.
- Ask those you admire to describe their experience when socializing with you.
- Remember people's names. Use memory techniques and be known as the one that remembers!
- After a negative interaction or misunderstanding, take accountability and find ways to make amends.
- Describe scenarios to a trusted advisor in order to gain experiential knowledge on how to increase your level of Social Regulation skills.
- Take notice when emotions are taking over an interaction and then find ways to remove yourself from the situation.
- Show a genuine curiosity for others' well-being.
- Allow others to take the lead role so you can learn from their leadership style.
- Connect with people you have just met and find ways to continue to build the rapport.
- Seek quality, rather than quantity, in your social bonds. Converse with others on a deeper level.
- Join a professional association or special interest group to practice building bonds.

**Social Regulation** - The ability to influence the emotional clarity of others through a proficiency in managing relationships and building networks.

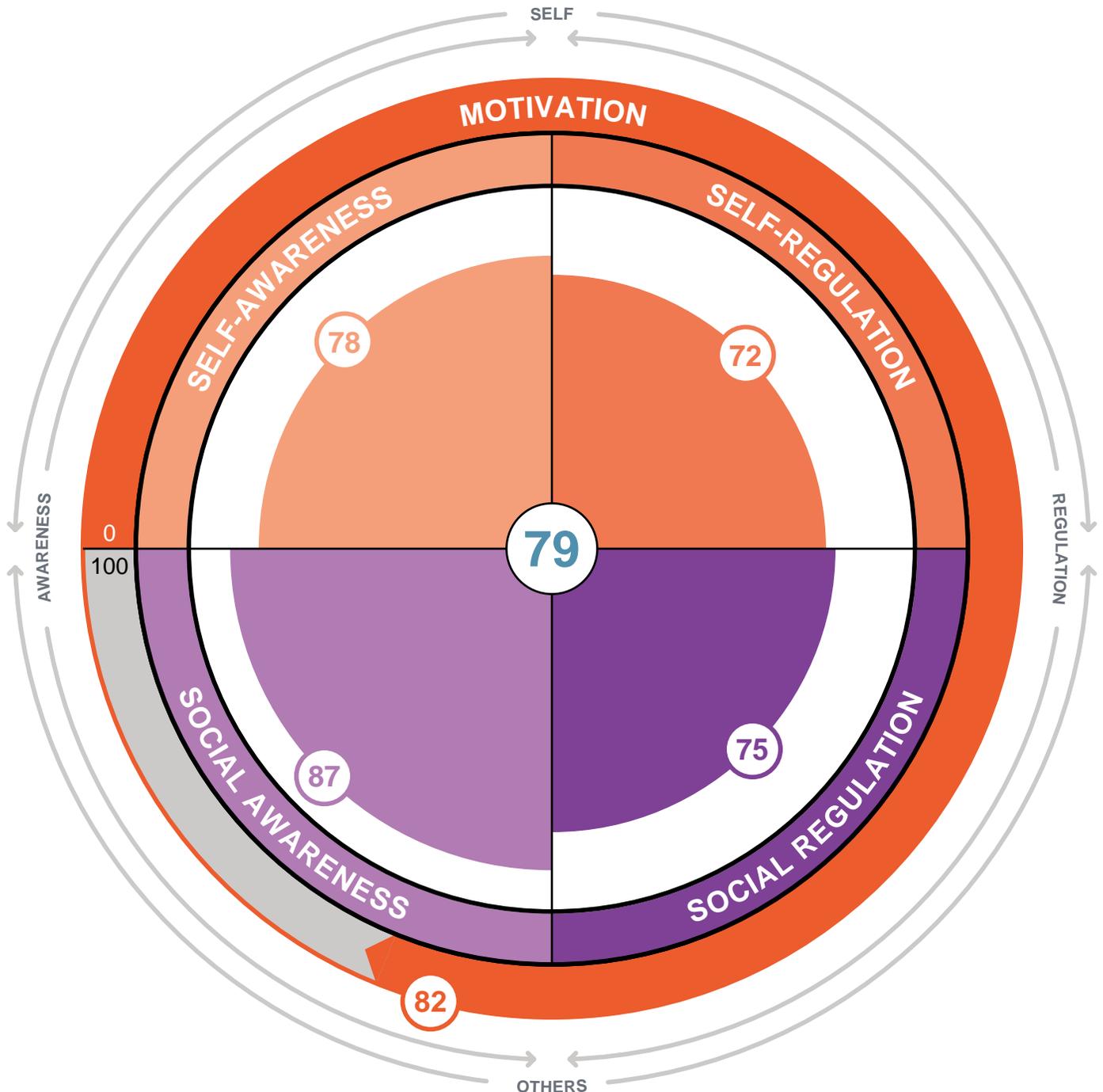


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# Emotional Quotient™ Wheel

The Emotional Quotient wheel is a visualization of your scores in the report. The circle, split into quadrants, is encompassed by Motivation and divided by Self and Others. Your Motivation score starts at Self-Awareness and wraps around the wheel clockwise. This starting position is due to all EQ dimensions being influenced first by your level of Self-Awareness. The volume of color illustrates the strength of your overall EQ score which is also notated in the center circle.



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