

# PRACTICAL EMOTIONAL INTELLIGENCE FOR THE WORKPLACE



## WHO SHOULD ATTEND

All military and civilian government employees are encouraged to attend.

## WHY YOU SHOULD ATTEND

Emotional intelligence (EI) is critical to your job-related success. Your organization benefits when you know what EI is and how to tailor it for practical use in the workplace.

In this course, you'll learn the main components of EI and the vital corresponding skills to appropriately adapt for strong workplace performance. Strengthened EI enhances your interactions with colleagues and grows your upward mobility with a higher Emotional Quotient (EQ).

With exploration of the key EI competencies, you'll also develop an individualized action plan to build solid habits.

## WHEN AND WHERE

This is a **2-day course**. The facilitator delivers this course live in a virtual platform.

**Maximum class size is 20 participants.**

## Tuition: \$898 per person

Includes electronic course materials, M.A.P. for habit-forming and lifelong learning, certificate, and access to our customer workshops. Discounts are provided for large groups.

## COURSE CONTENTS

- Define **EMOTIONAL INTELLIGENCE** and the **4 KEY DOMAINS**.
- Examine self-awareness skills with **PROVEN STRATEGIES**.
- Discover ways to overcome **SELF-AWARENESS TRAPS**.
- Recognize emotional impacts and **SELF-MANAGE**.
- Formulate techniques to avoid **EMOTIONAL MICRO-EXPLOSIONS** for optimal professionalism.
- Explore **SOCIAL AWARENESS TOOLS** for everyday performance.
- Form a **BALANCE** between the **COMPETING SIDES** of social awareness.
- Create and maintain **STRONG WORKPLACE RELATIONSHIPS**.
- Build crucial skills to increase performance and **INFLUENCE** others.
- Identify emotional intelligence **LEADERSHIP STRENGTHS** and **AREAS OF IMPROVEMENT**.
- Develop an individual action plan for **EI SUCCESS**.

## RESERVE YOUR PLACE

Contact us to bring this course to your team. Email [info@FederalTrainingAcademy.com](mailto:info@FederalTrainingAcademy.com), or call (703) 300-7647.

Your agency may pay for this job-related training. Complete your agency's training form, and submit it for approval. Email approved form to [Info@FederaltrainingAcademy.com](mailto:Info@FederaltrainingAcademy.com). We also accept VISA, MasterCard, AMEX, & Discover.