

EQ Self-Assessment Scoring Tool

Scoring the Self-Assessment: Enter your ratings for each numbered question in the EQ component where it appears. Add the ratings for each component to obtain a total for that specific aspect of Emotional Intelligence.

Self-Awareness	Self-Management
1. _____	3. _____
5. _____	6. _____
9. _____	10. _____
12. _____	13. _____
15. _____	18. _____
Total:	Total:
Social Awareness	Relationship Management
4. _____	2. _____
7. _____	8. _____
14. _____	11. _____
17. _____	16. _____
19. _____	20. _____
Total:	Total:

Interpreting your score: Your score on these four components of Emotional Intelligence can range from a low of 5 to a high of 25. Any component for which your score is below 18 is an area that you may want to explore developing.

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How to Improve EQ in each of the four domains:

Self-Awareness: Awareness of your Emotions

Goal: Recognize your emotional patterns, triggers, and their impact on others

Tactics:

- Name it to Tame It: It's important to identify what emotion you are feeling in order to manage it.
- Daily Check-In: Pause several times during the day to assess and identify what emotion you may be experiencing.
- Journaling: Keep a written record of what emotions show up, what triggered the emotions, and how you responded.
- 360-Degree Feedback: Enlist a trusted friend, spouse, or co-worker to reflect back what emotions they observe or experience emanating from you to help you identify what you may be feeling.

Self-Management: Regulating Your Emotions and Reactions

Goal: Stay composed and positive, especially under stress.

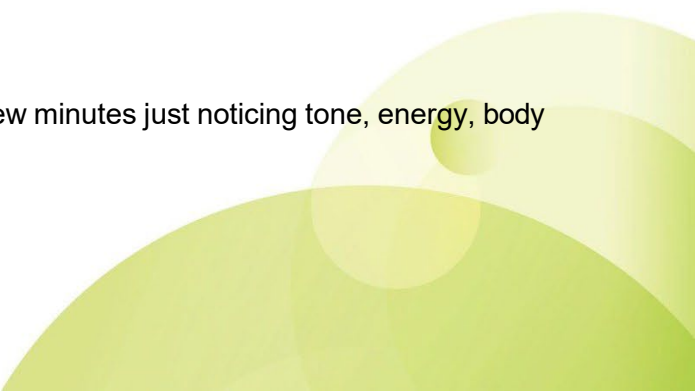
Tactics:

- The Power of the Pause: Practice a 6-second pause when triggered to allow the rational brain to re-engage.
- Reframe Stress: Ask, "What's the opportunity here?" when faced with challenge or conflict.
- Mental Rehearsal: Before tough conversations, visualize yourself staying grounded, listening well, and responding calmly.
- Breath Work or Body Scan: Use physical techniques (like box breathing or progressive muscle relaxation) to lower reactivity in the moment.

Social Awareness: Reading the Room

Goal: Accurately perceive others' emotions and perspectives.

Tactics:

- Observe Before You Speak: In meetings, spend the first few minutes just noticing tone, energy, body language, and what's not being said.
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- Empathy Stretching: Regularly ask yourself, “What might this person be feeling or needing right now?”
- Curiosity Questions: Practice saying, “Tell me more,” or “Help me understand where you're coming from.”
- Mirror and Match: Subtly matching others’ nonverbal cues can build deeper rapport and attunement.

Relationship/Social Management: Navigating Interpersonal Dynamics

Goal: Communicate effectively, manage conflict, and inspire others.

Tactics:

- Feedback with Care: Use the SBI model (Situation-Behavior-Impact) to give specific and respectful feedback.
- Repair, Don't Retreat: If a relationship becomes strained, take the initiative to acknowledge it and explore repair.
- Conflict as Collaboration: Shift mindset from “winning” to “understanding” during disagreements.
- Practice Micro-Encouragements: Regularly acknowledge people’s efforts, ideas, or strengths—it builds trust and connection.

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