



# Emotional Intelligence

## Self-Assessment Exercise

Emotional intelligence explains a large share of performance at work – around 58% across roles and industries. The good news is that, unlike IQ, your emotional quotient (EQ) is a skill set you can grow. Use this exercise to pause, reflect on how you show up emotionally, and spot simple, practical ways to build your EQ.



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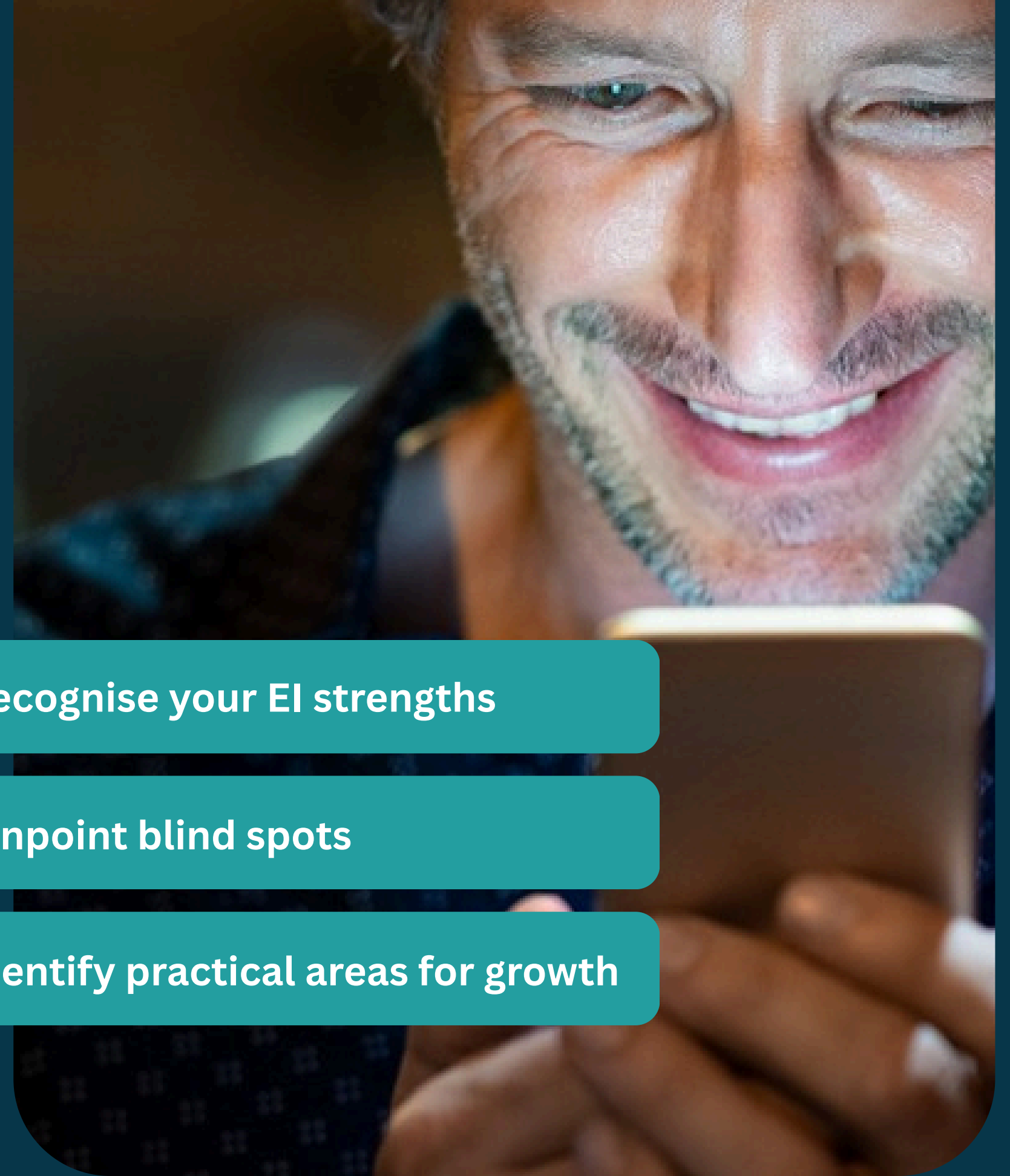
## How to use this exercise

Browse through the questions at your own pace, rate yourself honestly from 1–5, and jot down any observations, examples, or ideas that come to mind.

People with high emotional intelligence tend to have high self-awareness. They are more conscious of gaps in their knowledge, skill sets, and behaviours, so they may actually rate themselves lower than others would rate them. If you notice yourself scoring lower in some areas, see this as a sign of awareness and growth, not failure.

The purpose of this exercise is to help you identify your strengths and weaknesses so you can apply yourself at your absolute best.

- **Recognise your EI strengths**
- **Pinpoint blind spots**
- **Identify practical areas for growth**





# 1) Self-awareness

Rate Yourself 1-5

1) How well are you aware of your emotions in the moment?



2) How well do you see the impact of your mood on others?



3) How well do you know your strengths and weaknesses?



4) How well do you understand your personality and patterns of behaviour?



5) How well do you understand your core competencies and limitations?



6) How well do you question your own assumptions and biases?



7) How well do you reflect on what you don't know or may have overlooked?



**Overall, how would you score yourself here (1-5)?**

If helpful, jot down any thoughts about points you might want to revisit or explore further.





## 2) Self-Management (Self-Discipline)

Rate Yourself 1-5

1) How well do you pause instead of reacting when you feel triggered?  
.....



2) How well do you balance speed with careful thinking?  
.....



3) How well do you say “no” to low-value work or requests?  
.....



4) In negotiations, how well do you hold your ground vs giving in too soon?  
.....



5) How well do you avoid being impulsive or procrastinating?  
.....



6) How well do you uphold your personal boundaries?  
.....

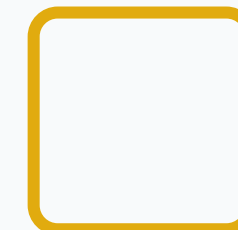


7) How well do you do the right thing, even when no one sees?  
.....



**Overall, how would you score yourself here (1-5)?**

If helpful, jot down any thoughts about points you might want to revisit or explore further.





### 3) Social Awareness

Rate Yourself 1-5

1) How accurately do you read the room and its mood?



2) How often do you spot people's real concerns beneath their words?



3) How well do you tune in to what others are feeling and consider their perspective before responding?



4) How well do you adapt your style to different personality types?



5) How often do people feel listened to, understood, and taken seriously?



6) How easy is it for people to share opinions that differ from yours?



7) How quickly do you notice indecision or stalling in the team?



**Overall, how would you score yourself here (1-5)?**

If helpful, jot down any thoughts about points you might want to revisit or explore further.





# 4) Social Management aka Relationship Management

	Rate Yourself 1-5 
1) How effective are you at building relationships with key stakeholders? .....	
2) In tough moments, how clearly and respectfully do you communicate? .....	
3) How well do you create urgency around the right priorities? .....	
4) How assertive are you? To what extent are you too strong or too weak? .....	
5) How skilled are you at resolving disagreements without harming trust? .....	
6) How often do you energise others while keeping clear boundaries? .....	
7) How effective are you at challenging people's perspectives? .....	

**Overall, how would you score yourself here (1-5)?**

If helpful, jot down any thoughts about points you might want to revisit or explore further.



## 5) Motivations

Rate Yourself 1-5

1) How clear are you on what truly motivates you at work?  
.....



2) How closely do your daily actions match your ambitions?  
.....



3) When you face setbacks, how quickly do you reset and move forward?  
.....



4) How strong is your drive to keep learning and innovating?  
.....



5) How often do you take initiative without being asked?  
.....



6) How highly motivated and energised do you feel in pursuing your goals?  
.....



7) How would you rate your resilience in overcoming setbacks?  
.....



**Overall, how would you score yourself here (1-5)?**

If helpful, jot down any thoughts about points you might want to revisit or explore further.





# Leading with Emotional Intelligence

Optional Section

Rate Yourself 1-5

1) How clearly do you communicate goals, gain buy-in, and inspire purposeful action?	
2) How consistently do you feel energised and energise others?	
3) How confidently do you make tough decisions, even without full team agreement?	
4) How strongly do people act with urgency and importance on your direction?	
5) How well do you spot and address early signs of dysfunction across different functions and levels (e.g. silos, blame, disengagement)?	
6) How consistently do you show the courage to challenge, the discipline to hold others to account, and the empathy to do so fairly and respectfully?	
7) How effectively do you tackle conflict head-on—taking action instead of procrastinating or turning a blind eye, while staying calm, fair, and proactive rather than defensive or withdrawn?	

**Overall, how would you score yourself here (1–5)?**

If helpful, jot down any thoughts about points you might want to revisit or explore further.



## Now What? Moving Forward

Action: You may wish to share your reflections with a trusted colleague or mentor, and ask for their perspective. External feedback sharpens self-awareness.

Explore EQ resources and tools  
[Click here.](#)

Which areas scored highest? How can you leverage these strengths?

Which scored lowest? What small changes could you make?

Review your ratings and notes:

Emotional intelligence isn't fixed — it's a skill you can develop with intention and practice.