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# EMOTIONAL AWARENESS FEEDBACK

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## Introduction



### The Assessment

Awareness is a measure of emotional awareness. It focuses on five general aspects of emotional awareness including how people understand, process and manage emotions. These areas are detailed below.

<b>Emotional Perception</b>	<i>Emotional Self-awareness</i>
	<i>Emotional Perception of Others</i>
<b>Emotional Preferences</b>	<i>Emotional Thinking</i>
	<i>Emotional Expression</i>
<b>Emotional Judgement</b>	<i>Emotional Reasoning</i>
<b>Emotional Management (self)</b>	<i>Emotional Well-being</i>
	<i>Emotional Regulation</i>
<b>Emotional Management (others)</b>	<i>Emotional Support</i>
	<i>Emotional Influence</i>



### The Report

The purpose of this report is to provide you with information about your likely behaviours. The report identifies potential strengths and challenges as well as suggests possible coaching or development actions which you can explore either on your own or with your manager or coach.



### Private and Confidential

This is a confidential assessment report. It was requested for a specific purpose and has influenced the information and conclusions drawn.



### Waiver

Emotional Awareness is an indicator of behaviour and preference only. The publishers, therefore, accept no responsibility for selection or other decisions made using this tool and cannot be held responsible for the consequences of doing so.



## Results in Detail

### Emotional Perception

Concerns individuals' perceptions of their and others' feelings, needs and concerns.

#### Emotional Self-awareness

Awareness and understanding of feelings and emotions.

##### What This Result Means

- Your results indicate that you should be more willing than most to reflect on the things that influence your mood or emotions.
- Being fairly open to evaluating your strengths and limitations, you should be fairly open to feedback.

##### Development Recommendations

- Make a list of your strengths and development needs in comparison to others.
- Seek feedback on your strengths and development needs from people you trust to be honest and objective.
- Endeavour to keep an open mind, especially in response to feedback you disagree with.
- Make a habit of reflecting on the way you feel and discussing it with others.
- Keep a journal of your feelings and reactions to things around you.
- Review your notes and assess what impacts your emotions have on you, both positively and negatively.

#### Emotional Perception of Others

Perception of others' feelings, needs and concerns.

##### What This Result Means

- You should be as interested as most in reading others' emotions and behavioural cues.
- While you profile as being reasonably perceptive, you may not always anticipate others' reactions to events/situations.

##### Development Recommendations

- Spend more time interacting with people from diverse backgrounds and getting to know them better; asking them about their beliefs, motivations, aspirations, and fears.
- Pay attention to others' tone, expressions, and body language and assess how these align with their stated feelings.
- Test your intuition. For example, if you feel someone needs support then simply ask them. Alternatively, reach out to others who are more skilled in this area to check your perceptions.

**Implication Notes** - *list possible work implications.*

**Development Notes** - *list possible development interventions or actions.*

## Emotional Preferences

Concerns the value individuals place on emotions when making decisions and their need to express emotions.

### Emotional Thinking

Tendency to rely on emotions over rational analysis when making decisions.

#### What This Result Means

- Showing an equal balance between 'objectivity' and 'intuition', you are likely to appraise situations both in terms of your feelings and logical analysis.
- When evaluating a proposal or course of action, you will concern yourself with what people think.

#### Development Recommendations

- Review a significant decision at work and assess the extent to which you relied on rational analysis or feelings.
- Try to balance both facts and feelings when making decisions.
- Consider the human element and the impact of your decisions on others.
- If you have a preference for relying on one source of information over another, then seek the input of others who can help balance your perspective.

### Emotional Expression

Tendency to be moved by emotion and the need to express one's feelings.

#### What This Result Means

- You profile as having a strong need to express yourself and should be comfortable discussing your feelings with others.
- In line with this, you should have an appreciation for creative and cultural activities such as art, music, and literature.
- While you are likely to place value on self-expressive pursuits, there may be times when you end up overlooking more practical, everyday matters.

#### Development Recommendations

- Be open to your and others' emotions. Recognise that, whether it involves sadness, pain, joy or happiness, people need to express themselves from time to time.
- Sharing your positive feelings with others can help motivate and build bonds with others.
- Appropriately sharing your negative feelings with the right people can be a form of relief. It motivates others to show empathy and respond to your needs by offering support and guidance. It can help motivate you to understand the sources of the feelings and act to address them.
- Take the time to write down what you think and how you feel about things to help you better express yourself.
- Seek individuals who are understanding to share how you feel and be ready to trust others. Being overly guarded about your feelings may lead others to mistrust you.

**Implication Notes** - *list possible work implications.*

**Development Notes** - *list possible development interventions or actions.*

## Emotional Judgement

Concerns your preference for considering feelings and emotions when making personal and interpersonal decisions in a work context.

### Emotional Reasoning

Preference for considering feelings and emotions when making personal and interpersonal decisions in a work context.

#### What This Result Means

- While you are capable of involving others in decision-making, you may be selective in whose viewpoint is sought.
- When communicating your decisions, you may be less concerned than some others with explaining the rationale behind a decision.

#### Development Recommendations

- Create a list of the recent decisions you have made, all the stakeholders involved or impacted and who you consulted when making the decision, then compare the list of stakeholders with those you consulted.
- Identify and consult with all stakeholders about their feelings and perspectives when making decisions and planning.
- Use brainstorming sessions and probing questions to gather stakeholder thoughts.
- Take extra time to communicate your decisions and the rationale behind them to all stakeholders; taking into consideration their feelings and perspectives.

#### Implication Notes - *list possible work implications.*

#### Development Notes - *list possible development interventions or actions.*

## Emotional Management (self)

Concerns an individual's sense of self-worth and general satisfaction with their life, and how they manage their moods and emotions at work.

### Emotional Well-being

Tendency to feel confident and satisfied with yourself, and life in general.

#### What This Result Means

- You profile as being happier and more satisfied with yourself than the average person.
- You should have sufficient self-esteem to explore any areas of development without being overly self-critical.
- Fairly positive and self-assured, you are likely to accept feedback and criticism more readily than most.

#### Development Recommendations

- Understand that nobody is perfect, that we all have flaws and face challenges. What matters is what we choose to do about it.
- Be mindful of not overinflating your weaknesses or overrating your strengths.
- Review some of the negative comments you have received over the years and your reactions to them. Is there truth to them and what can you do about them?
- Identify triggers such as criticisms or comments that reduce your self-confidence and work to address them.
- Take care of your well-being and health by eating better, getting enough sleep, exercising and engaging in mind-body practices such as meditation.
- Building self-confidence can be as simple as taking on more progressive challenges and viewing them as learning opportunities.

### Emotional Regulation

Capacity to withstand stress and effectively control your emotions.

#### What This Result Means

- Reasonably composed by nature, you should be able to manage your emotions and ignore minor inconveniences.
- You should be no better or worse than others at monitoring your reactions in order to respond in an appropriate manner.
- While you may occasionally experience emotional highs and lows, these are unlikely to be extreme.

#### Development Recommendations

- Identify possible stressors in the workplace and work with your management on addressing them.
- Build your tolerance for inconveniences and setbacks by developing coping strategies.
- Being impulsive may help you seize opportunities, so try to identify when it's best to be guarded and restrained and when it's most appropriate to take impulsive and quick action.
- Discuss your reactions with a trusted colleague, coach or mentor.

- Disruptive emotions can impact your ability to think straight, concentrate and make decisions. Be sure to take time to relax and reduce your stress before making important decisions.

**Implication Notes** - *list possible work implications.*

**Development Notes** - *list possible development interventions or actions.*

## Emotional Management (others)

Concerns how individuals work to positively influence others' moods, feelings and emotions.

### Emotional Support

Tendency to empathise with others, show compassion and offer support.

#### What This Result Means

- With a genuine interest in others, you are likely to have a high level of empathy and compassion.
- You are likely to be accessible and responsive to others' needs.
- You should be effective at building constructive relationships and put people at ease in your company.
- Your natural empathy for others suggests that you should be a good listener.

#### Development Recommendations

- Show empathy and understanding the next time someone is upset at work by listening to them, asking open-ended questions and offering support.
- Explore with your team the hurdles they face and work with them to find solutions.
- Adopt a coaching and mentoring approach to developing others.
- Think of ways to show people they feel valued, cared for and respected.
- Acknowledge the hard work and contributions of others.

### Emotional Influence

Tendency to influence others and positively impact their feelings.

#### What This Result Means

- Your results suggest you should be as likely as most to enjoy influencing others and encouraging them to do their best.
- While you should be interested in influencing others, you may need to believe in the ideas you are offering in order to effectively influence others.

#### Development Recommendations

- Understand what motivates others in order to cater your message to their needs.
- When giving feedback, identify things you can say or do that will facilitate the experience of positive emotions in the person you are giving feedback to.
- Adopt persuasion techniques that get people emotionally involved such as the use of stories and painting word pictures.
- Set realistic yet challenging goals, then work with your team towards achieving those goals; celebrating each milestone as it is achieved.
- Think of the occasions and reasons for when teams have failed in achieving their objectives to ensure that such causes have been addressed.

**Implication Notes** - *list possible work implications.*

**Development Notes** - *list possible development interventions or actions.*

## Development Plan

Use this section to summarise and document your development plan; marking development activities, objectives, resources, timeframes and how development will be measured.

We recommend the following steps are applied to fully benefit from this report:

1. Read your feedback report and take notes.
2. Preparing a list of major concerns and personal goals.
3. If you will meet with a coach or your manager to discuss your development plan, then adopt an open approach where you both consider your actual performance before exploring different development activities and their implications.
4. Take notes and agree on action plans with your coach or manager.

	Activities	Objectives	Resources	Timelines	Measures
1					
2					
3					
4					
5					