



Self-Perception Administration Kit



Facilitator Guide

AUDIENCE

Trainers and Facilitators

ASSESSMENTS AVAILABLE

Online and Paper Behavioral EQ Self-Perception Questionnaire

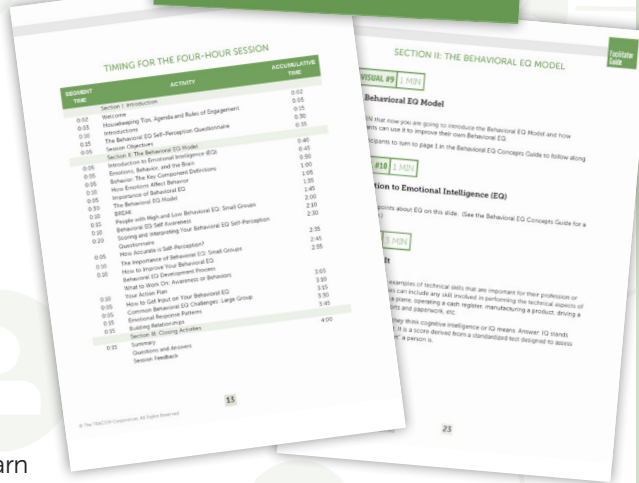
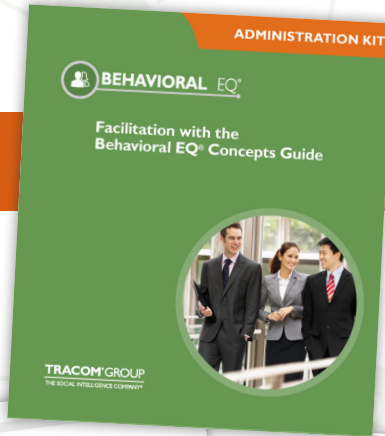
USE

This Administration Kit is a how-to guide to using TRACOM's Behavioral EQ Concepts Guide to facilitate a Behavioral EQ session. It provides everything needed to learn to teach an introductory Behavioral EQ class.

PRODUCT DESCRIPTION

TRACOM's **Behavioral EQ Self-Perception Administration Kit** is a single resource built to enable trainers and facilitators to quickly teach a Behavioral EQ class. It provides relevant Emotional Intelligence background, as well as information about the Behavioral EQ Concepts Guide, the Behavioral EQ Model and recommended content for 2 ½-hour and four-hour training sessions.

TRACOM's **Behavioral EQ Self-Perception Questionnaire** measures your Behavioral Emotional Intelligence and identifies ways to improve your performance. This Administration Kit is a self-study resource to equip any trainer with the knowledge and tools to teach a Behavioral EQ session using the Behavioral EQ Self-Perception Questionnaire and concepts.



WHY DOES EMOTIONAL INTELLIGENCE MATTER?

Emotional Intelligence is a concept focused on how effectively people work with others. These Emotional Intelligence skills are unique from a person's technical skills and cognitive abilities. Multiple studies have shown that Emotional Intelligence competencies account for the difference between star performers and average performers, particularly in positions of leadership.

1. An insurance company found the average policy sold by one group of agents is \$54K, while another group sold policies with an average of \$114K.
2. The U.S. Air Force increased its ability to successfully predict recruiter success by three-fold and reduced recruiting expense by \$3 million.
3. A study of more than 500 executive search candidates identified emotional competence as a significantly better predictor of placement success than intelligence or prior experience. Findings were consistent in all countries and cultures.

Emotional Intelligence was the variable in each of these examples. In recent years, interest in Emotional Intelligence (EQ) has grown as research has shown its impact on a variety of business measures.

BENEFITS

- Learn key concepts of the Behavioral EQ Model
- Understand how to administer and score Behavioral EQ Assessments
- Receive detailed, timed outlines for 2 ½-hour and four-hour sessions
- Develop skill in teaching Behavioral EQ sessions

THE ADMIN KIT INCLUDES

Facilitator Guide • Behavioral EQ Concepts Guide and Applications Guide • Behavioral EQ Questionnaire • Wall Charts • Resource Tools including PowerPoint Presentation, Exercise Handouts, Participant Certificate, Evaluation Form and Supporting Research

TRACOM IS THE SOCIAL INTELLIGENCE COMPANY

What is Social Intelligence?

Social Intelligence focuses on the three key personal success factors: Emotional Intelligence, Mindset and Behavioral Style. Through years of research and proven methodology, the TRACOM Group has helped millions of people better understand themselves and identify strategies for more positive outcomes and professional success.

TRACOM also offers SOCIAL STYLE assessments and courses to improve interpersonal effectiveness. Our Adaptive Mindset courses and assessments develop the resiliency and agility needed for the fast-changing global workplace.

Visit www.tracomcorp.com for more information.



BEHAVIORAL EQ®

Self-Perception Administration Kit



Facilitator Guide Contents

INTRODUCTION

- Session Overview
- What is Emotional Intelligence?

THE BEHAVIORAL EQ MODEL™

- Emotional Intelligence – Self
- Behavioral Intelligence – Self
- Emotional Intelligence – Others
- Behavioral Intelligence – Others

SESSION MATERIALS

- 2 ½-Hour and Four-Hour Session
- The Self-Perception Questionnaire
- The Behavioral EQ Concepts Guide
- The Behavioral EQ Development Card
- Resource Tools
- Preparation for the Self-Perception Session
- Additional Facilitator Preparation Materials

SUGGESTED SESSION TIMING

- Timing for the 2 ½-Hour Session
- Timing for the Four-Hour Session

UNDERSTANDING AND USING YOUR BEHAVIORAL EQ: FOUR-HOUR SESSION

- Section I: Introduction
- Section II: The Behavioral EQ Model
- Section III: Closing Activities

REFERENCES

ADDITIONAL EXERCISES

TRACOM® GROUP
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