



EMOTIONAL INTELLIGENCE AT WORK



Overview

Emotional intelligence can help you build effective relationships at work. This engaging workshop explains what emotional intelligence (EQ) is and why it's important. Vernon helps you become more self-aware so that you can identify triggers that may hijack your performance. He also helps you align your intentions and your impact so that you can build strong and collaborative relationships. This is a one-day program.

Learning Objective

- What is emotional intelligence?
- Watching for triggers and hijacks
- Finding flow
- Disrupting thinking
- Reclaiming reaction time
- Shifting perspective
- Empathizing
- Listening and communicating
- Playing to strengths
- Collecting feedback
- Aligning intention and impact

Methodology

- Short lectures
- Group discussions/sharing
- Case study
- Role plays
- Activities

Course Outline

TIME	ACTIVITY	LEARNING
09:00a.m.-9:15a.m.	Introduction	Introduction and short ice-breaking session What are the Benefits of emotional intelligence? Pre-assessment
9:15a.m.-10:30a.m.	Understanding Emotional Intelligence	What is emotional intelligence The emotions in EQ Managing emotional reactions
10:30a.m.-10:45a.m.	Morning Tea Break	
10:45a.m.-12:30p.m.	Being Self-Aware	Understanding your personal EQ Managing your mindset Finding your flow
12:30p.m.-1:30p.m.	Lunch	
1:30p.m.-2:45p.m.	Managing Yourself	Thoughts and emotional intelligence Dealing with stressful situations Shift perspective to shape behavior
2:45p.m.-3:15p.m.	Social Awareness	Developing social awareness Connecting with empathy Communication and social awareness
3:15p.m.-3:30p.m.	Afternoon Tea Break	
3:30p.m.-4:00p.m.	Continue with Social Awareness	Developing social awareness Connecting with empathy Communication and social awareness
4:00p.m.-5:00p.m.	Managing Relationships	Play to your personal strengths Collect feedback to build a connection Communicate intention and impact Post-assessment
5:00p.m.-5:15p.m.	Wrap-up	Additional Q & A, support, and end.

About Elite Indigo

Elite Indigo Consulting provides corporate training to the semiconductor and manufacturing industries. With a humble beginning of one founding member with passion and desire to share his 20 years of experiences in Smart Manufacturing for global manufacturing facilities, now, we have a strong and competent team of 20 members, all aligned with company mission, vision and core values.

Our Mission

"Transform Data into Insights - Leap Forward"

Our Vision

Be a Global Trusted Advisor in the Areas of Skills Development, Consultancy & Software Solutions specialising in Semiconductor & Manufacturing industries.

Our Core Values

TRUST

"A culture of self, team and clients trust"

PASSION

"Do what we love and love what we do"

EXCELLENCE

"If it's worth doing, it's worth doing it well"
