

Navigating Interpersonal Communications & Emotions



Facts, Not Feelings



Activity 1: Facts or Feelings

Identify if each of the statements below are a fact or feeling.

John missed three deadlines this month.



The customer provided negative feedback about the service.

It seems like the customer didn't like me.

Activity 2 : Fact-Feeling Sort

Highlight the facts and circle the feelings.

Example

Gabriella Hernandez is a lazy 6.5-hour Food Service Worker at Beaudry El.

Gabriella Hernandez is a lazy 6.5-hour Food Service Worker at Beaudry Elementary. Ms. Hernandez's shift starts at 7:00 a.m., but she frequently arrives late, ranging from 20 minutes to an hour. She appears nonchalant and lacks a sense of urgency. Upon arrival, she goes straight to the floor without checking in with me or greeting me with a "good morning."

Gabriella is often rude and discourteous. She never speaks to me, and I feel that she dislikes me. I believe she is jealous of me because we are the same age, yet I was promoted faster than she was. She deliberately arrives late every day to make my job more difficult. Whenever I address her tardiness, she responds with an attitude. She dismisses the issue, saying, "I don't have time; I have to leave," or "Can we talk about this later?" Gabriella deflects responsibility and refuses to take accountability for her actions.



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Activity 3: Emotional Quotient Self Assessment

On a scale from one (1), meaning Strongly Disagree to five (5) meaning strongly Agree, please answer the following questions based on yourself and your relationships with coworkers:

Total your scores for each section:

Social Skills	Strongly Disagree		Strongly Agree		
1. Are you open to feedback?	1	2	3	4	5
2. Recognize other people's feelings?	1	2	3	4	5
3. Accurately pick up on the mood in the room?	1	2	3	4	5
4. Hear what the other person is really saying?	1	2	3	4	5
5. Outgoing in social situations?	1	2	3	4	5
Total for Social Skills (questions 1-5):	_				
Self Regulation	Strongly Disagree		Strongly Agree		
6. Do you handle stress well?	1	2	3	4	5
7. Tolerate frustration without getting upset?	1	2	3	4	5
8. Consider many options before making a decision?	1	2	3	4	5
9. Resist the desire to act or speak when it will not help the situati	on? 1	2	3	4	5
10. Discuss issues with people when something is bothering you?	1	2	3	4	5
Total for Self Regulation (questions 6-10):					
Formathe	Strongly Disagree		Strongly Agree		
Empathy	ט Strongly ט	isagree		300	iigiy Agi ee
11. Directly address people in difficult situations?	Strongly D	isagree 2	3	4	5
• •		_	3		
11. Directly address people in difficult situations?	1	2 2 2	3 3	4	5
Directly address people in difficult situations?Communicate clearly and effectively?	1 1	2 2 2 2	3 3 3	4 4	5 5 5
Directly address people in difficult situations?Communicate clearly and effectively?Show others you care what they are going through?	1 1 1	2 2 2	3 3	4 4 4	5 5 5
Directly address people in difficult situations?Communicate clearly and effectively?Show others you care what they are going through?Handle conflict effectively?	1 1 1 1	2 2 2 2	3 3 3	4 4 4 4	5 5 5
 Directly address people in difficult situations? Communicate clearly and effectively? Show others you care what they are going through? Handle conflict effectively? Learn about others in order to better get along with them? 	1 1 1 1	2 2 2 2 2	3 3 3	4 4 4 4	5 5 5
 Directly address people in difficult situations? Communicate clearly and effectively? Show others you care what they are going through? Handle conflict effectively? Learn about others in order to better get along with them? Total for Empathy (questions 11-15): 	1 1 1 1 1	2 2 2 2 2	3 3 3	4 4 4 4	5 5 5 5
 Directly address people in difficult situations? Communicate clearly and effectively? Show others you care what they are going through? Handle conflict effectively? Learn about others in order to better get along with them? Total for Empathy (questions 11-15): Self Awareness	1 1 1 1 1 Strongly D	2 2 2 2 2 2	3 3 3 3	4 4 4 4 5	5 5 5 5 5 ngly Agree
 Directly address people in difficult situations? Communicate clearly and effectively? Show others you care what they are going through? Handle conflict effectively? Learn about others in order to better get along with them? Total for Empathy (questions 11-15): Self Awareness Are you confident in your abilities? 	1 1 1 1 1 Strongly D	2 2 2 2 2 2 isagree 2	3 3 3 3	4 4 4 4 5 \$\$tro	5 5 5 5 5 ngly Agree 5
 Directly address people in difficult situations? Communicate clearly and effectively? Show others you care what they are going through? Handle conflict effectively? Learn about others in order to better get along with them? Total for Empathy (questions 11-15): Self Awareness Are you confident in your abilities? Admit your shortcomings? 	1 1 1 1 1 Strongly D	2 2 2 2 2 2 isagree 2	3 3 3 3	4 4 4 4 5 Stro 4	5 5 5 5 5 ngly Agree 5 5
 11. Directly address people in difficult situations? 12. Communicate clearly and effectively? 13. Show others you care what they are going through? 14. Handle conflict effectively? 15. Learn about others in order to better get along with them? Total for Empathy (questions 11-15): Self Awareness 16. Are you confident in your abilities? 17. Admit your shortcomings? 18. Understand your emotions as they happen? 	1 1 1 1 1 Strongly D	2 2 2 2 2 2 isagree 2 2	3 3 3 3 3	4 4 4 4 Stro 4 4	5 5 5 5 ngly Agree 5 5

What is your lowest score? Why do you think this score was low?

What is your highest score? Why do you think this score was high?