



Complete DANIEL GOLEMAN'S SEQ STRENGTHS MATRIX

- Step One:** Place a (+) next to the skill areas you feel are your strengths, a (-) next to the areas you feel need development and a (?) next to the competencies you just do not know.
- Step Two:** Put a (*) next to three SEQ habits/skills that have strongly contributed to your success in getting to where you are in your career.
- Step Three:** Put a (**) next to three SEQ habits/skills that you believe have most interfered with or derailed your success in getting to where you are (or want to be) in your career.

Focus on You	Focus on We
<p>Self-Awareness A deep understanding of one's emotions, strengths and limitations, values and motives.</p> <ul style="list-style-type: none"> • Emotional Self-Awareness: Reading one's own emotions and recognizing their impact; using 'gut sense' to guide decisions • Accurate Self-Assessment: Knowing one's strengths and limits • Self-Confidence: A sound sense of one's self-worth and capabilities 	<p>Social Awareness Being attuned to how others feel in the moment and responding appropriately.</p> <ul style="list-style-type: none"> • Empathy: Sensing others' emotions, understanding their perspective, and taking active interest in their concerns • Organizational Awareness: Reading the currents, decision networks and politics at the organizational level • Service: Recognizing and meeting follower, client or customer needs
<p>Self-Management The ability to control one's emotions and manage one's feelings.</p> <ul style="list-style-type: none"> • Emotional Self-Control: Keeping disruptive emotions and impulses under control • Transparency: Displaying honesty and integrity; trustworthiness • Adaptability: Flexibility in adapting to changing situations or overcoming obstacles • Achievement: The drive to improve performance to meet inner standards of excellence • Initiative: Readiness to act and seize opportunities • Optimism: Seeing the upside in events 	<p>Relationship Management The ability to handle other people's emotions from a foundation of authenticity and empathy in order to move people in the right direction.</p> <ul style="list-style-type: none"> • Inspirational Leadership: Guiding and motivating with a compelling vision • Influence: Wielding a range of tactics for persuasion • Developing Others: Bolstering others' abilities through feedback and guidance • Change Catalyst: Initiating, managing and leading in a new direction • Building Bonds: Cultivate and maintain a web of relationships • Teamwork and collaboration: Cooperation and team building