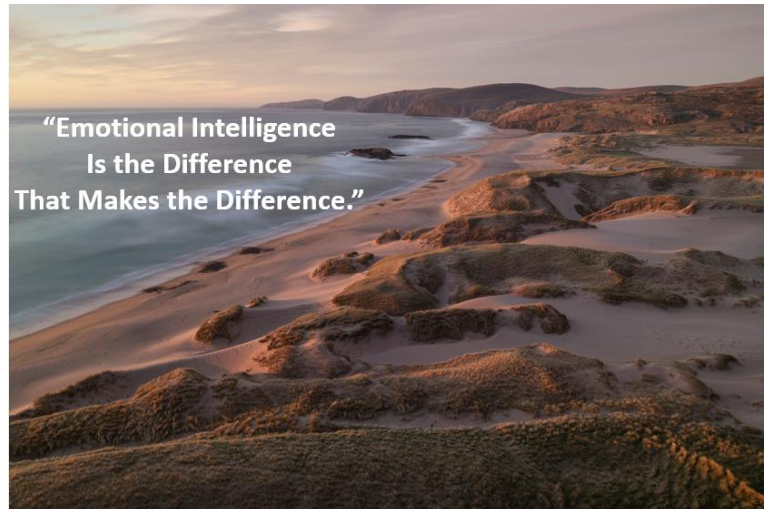# Unlocking the Power of Emotional Intelligence

Tools for Thriving in the Modern Workplace

This is the third and final article in this series.

In a dynamic workplace environment, emotions play a significant role in your interactions with colleagues, bosses, subordinates, and teams. Justin Bariso, on the EQApplied website, provides an outstanding source of information with a newsletter, articles, and training. In two newsletters, he introduced a great visual metaphor for practicing emotional intelligence. It immediately resonated conceptually, but at another level, it sparked specific instances in my leadership coaching where the assessment of emotional intelligence has been a major factor. By utilizing these tools, you can proactively manage your emotions, fostering positive relationships and improving productivity.

An Emotional Intelligence Media Player

Just like a media player enhances your enjoyment of a favorite movie or song, the media player methods can enhance your ability to handle emotions constructively in the workplace. This message connected with one of my clients who asked: "What about a 'leave your baggage at the door' button?" Not a media button but easy to fix. Here are two buttons to add to your Emotional Intelligence Controls tools.

Search: Unleashing Curiosity and Seeking Solutions

In the dynamic landscape of the workplace, challenges and problems are inevitable. The search tool equips you with the ability to tap into your natural curiosity and embark on a journey of exploration, asking questions, and actively seeking solutions. By embracing the search tool, you unleash your innate desire for knowledge, fueling innovation, and fostering a culture of continuous improvement.

In the face of complex tasks or obstacles, the search tool empowers you to venture beyond the familiar, encouraging you to investigate, research, and engage in collaborative problem-solving. By proactively seeking out information, expertise, and alternative perspectives, you open doors to new possibilities and find innovative solutions to the challenges at hand. Cultivating a culture of curiosity and an environment that values searching for answers fosters a sense of empowerment, creativity, and growth within teams and organizations. Here are two examples of this tool in action:

- At a software development company, Lisa's team encounters a coding issue that hinders progress on a critical project. Embracing the search tool, Lisa encourages her team members to tap into their curiosity and explore potential solutions. They conduct thorough research, experiment with different approaches, and reach out to industry experts for guidance. Through their collective efforts, they discover a new coding technique that not only resolves the issue but also enhances the overall performance of the project. By fostering a culture of searching for solutions, the team not only overcomes immediate challenges but also strengthens their problem-solving skills and fosters a culture of innovation.

- In the marketing department, Michael faces the challenge of developing a compelling campaign for a niche target audience. Recognizing the power of the search tool, Michael and his team immerse themselves in market research, competitor analysis, and consumer insights. They leverage technology, industry resources, and social media platforms to gather data and identify trends. By embracing a search-driven approach, they uncover valuable consumer preferences and create a highly targeted campaign that resonates with the target audience, resulting in increased engagement, brand loyalty, and business growth.

Stop/Delete: Letting Go to Embrace Growth and Productivity

✗ It is crucial to recognize when to let go of certain issues, concerns, or distractions. The stop/delete tool empowers you to intentionally set aside mental baggage, release unnecessary attachments, and create mental space for focused productivity, growth, and well-being.

By practicing the art of stopping or deleting, you liberate yourself from the weight of past failures, unproductive thought patterns, or nonessential tasks that impede progress. Letting go enables you to detach from emotional attachments or distractions that hinder your ability to concentrate, make sound decisions, and engage fully in your work. By freeing up mental bandwidth, you create room for fresh perspectives, creativity, and the efficient allocation of your time and energy. Here are two examples of this tool in action:

- Sarah, a project manager, finds herself constantly dwelling on a past project failure, which negatively impacts her confidence and ability to lead her team effectively. Recognizing the importance of the stop/delete tool, Sarah makes a conscious decision to let go of the past and seek closure. She engages in self-reflection, learning from the experience, and reframing it as a valuable lesson for growth. By intentionally releasing the emotional baggage and embracing a fresh start, Sarah regains her motivation, focuses on current projects, and leads her team with renewed enthusiasm and effectiveness.

- James, a sales professional, faces a challenging decision with multiple possible paths forward. However, he finds himself overwhelmed by the abundance of options and information, which hampers his ability to make a timely and informed choice. Realizing the need for the stop/delete tool, James decides to momentarily set aside the decision-making process. He takes a step back, engages in activities that bring him joy and relaxation, and disconnects from the decision mentally. This temporary detachment allows his mind to reset, relieving the burden of decision fatigue. When he returns to the issue with a clear mind, he can make a more objective and well-considered choice, unencumbered by unnecessary distractions or overthinking.

By incorporating the search and stop/delete tools into your workplace practices, you unlock the power of curiosity and innovation while freeing yourself from unnecessary mental baggage. Embrace a proactive approach to problem-solving, constantly seek knowledge, and recognize when to let go, allowing you to cultivate a culture of growth, collaboration, and optimal performance.

Bonus: A Guide to Ten Tools

Emotional Intelligence – Tools for Positive Engagement

Volume Control
Cultivate Calm Communication

Rewind
Reflect and Revisit for Resolutions

Pause Button
Take Time to Reflect

Fast-Forward
Gain Perspective and Make Informed Choices

Mute
Listen Instead of React

The Trailer
Ignite Motivation & Overcome Procrastination

Record
Actively Listen for Understanding

Slow-Motion
Uncover Insights, Seek Solutions

Search
Be Curious, Ask Questions

Delete
Let Go and Embrace Growth

The Three-Question "Track'n Training" Review

1. Reflect on the Key Points!

2. Learn: What was reinforced? What was new?

3. Act: How can you apply 2-3 points from this article?