

TRAINING MATERIALS

(included in registration)

The EQ Edge: Emotional Intelligence and Your Success, written by Steven J. Stein and Howard E. Book

EQ-i 2.0 User's Manual

EQ-i 2.0 Assessment (and personal debrief)

EQ-i 2.0 Training Aids

EQ-i 2.0 Assessment (for future administration)

Participant Guide

LEARNING OBJECTIVES

Upon successful completion of this training, participants will be able to:

- Define, understand, and demonstrate an awareness of emotional intelligence
- Recognize the personal and professional implications of emotional intelligence as it relates to relationship building, decision making, team dynamics, and stress management
- Administer and debrief the EQ-i 2.0 assessment tool
- Apply strategies and techniques for enhancing emotional intelligence

AGENDA

Pre-Work: Introduction to Emotional Intelligence (EQ)

- Completion of EQ-i 2.0 assessment and individual debrief
- 3 self-paced online videos—introduction to emotional intelligence and EQ-i 2.0 assessment tool

Session 1: Interpretation & Debrief

- Review of EQ-i-2.0 assessment tool
- Introduction to Interpretation and Debrief Methods

Session 2: Debrief & Coaching Methods

- Self-Perception & Self-Expression

Session 3: Debrief & Coaching Methods

- Interpersonal & Decision Making

Session 4: Debrief & Coaching Methods

- Stress Management & Well-Being

Session 5: Debrief & Interpretation Practice

- Practice Debrief & Interpretation Skills

Session 6: Coaching, Mentoring, & Teaching

- Coaching & Mentoring Strategies
- Designing and Delivering EQ Workshops/ Trainings

Post-Work:

- Completion of certification exam

ATTENDANCE POLICY

The program is designed for individual participation; therefore, please do not share a computer or workspace with another person during this workshop. Participants completing this training will receive an emotional intelligence certification and are eligible to receive 16.0 CEU or SHRM PDC credits.

Participation in all online sessions at their currently scheduled day and time is mandatory to receive a completion certificate and any applicable credits. In addition to full participation, participants must complete the post course evaluation to receive the completion certificate.

TECHNICAL REQUIREMENTS

A laptop or desktop with internet capability is required for this training. It is not recommended that a phone, tablet, or iPad is used in lieu of a laptop or desktop.

PRE-, INTERSESSION, & POST-WORK

Pre-Work: Prior to the start of the live sessions, participants are required to watch three pre-recorded modules and complete a quiz. The purpose of the quiz is to assess learning while also informing the instructor of concepts that may need reinforcing. A passing grade of 80% or above is required to receive a certificate of completion and if participants do not achieve a passing grade of 80% or above, a second attempt will be provided.

Additionally, participants will complete the EQ-i 2.0 assessment tool and receive an individual private debrief session of the results.

Intersession Work: Participants will be provided with additional reading material to reinforce the concepts presented during the live training sessions. Participants are expected to be prepared to discuss the articles during the following live sessions.

Post-Work: Upon completion of the live sessions, participants are required to complete an exam to demonstrate their proficiency of knowledge about emotional intelligence and the EQ-i 2.0 assessment tool. Exam details and preparation resources will be provided during the live training sessions. A passing grade of 80% or above is required to receive a certificate of completion and if participants do not achieve a passing grade of 80% or above, a second attempt will be provided.

ABOUT THE INSTRUCTOR

Dr. Melissa J. Furman, MS, DBA

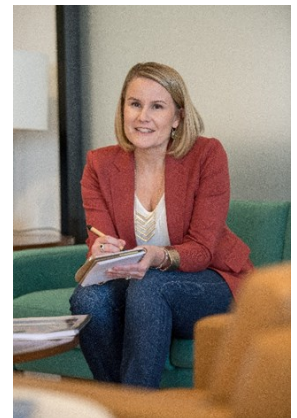
Dr. Melissa Furman's passion for guiding individuals with career, professional, and leadership development inspired her to launch Career Potential to help individuals achieve and organizations succeed. As the owner and founder of Career Potential, Dr. Furman provides consulting and delivers highly engaging and interactive training sessions.

Dr. Furman previously served as the assistant dean and currently serves as a faculty member at the James M. Hull College of Business at Augusta University in Augusta, Georgia and with the Georgia Tech Professional Education (GTPE)-Savannah Campus. Her research includes generational diversity, unconscious bias, career and leadership development, emotional intelligence, and assisting technical professionals transition into management roles.

With 20 years of academic training and experience, Dr. Furman is known as a subject matter expert and provides a knowledge of diverse learning styles. Using modern techniques and technology, she delivers engaging, relatable content. She offers individual coaching and organizational consulting services to corporate, non-profit, and government organizations, as well as serves as a speaker at state, national, and international conferences.

Dr. Furman obtained her Doctorate of Business degree and Masters of Science degree in Professional Counseling from Georgia State University and her Bachelor of Arts degree in Psychology from Susquehanna University. She is a National Certified Counselor (NCC) and has obtained multiple certifications to be able to administer assessment tools that measure behavioral styles, emotional intelligence, leadership development, and career development to name a few.

Dr. Furman was recently awarded "Faculty Member of the Year" by the Augusta University Student Government Association, designated as a "Top 10 in 10 Young Professionals to Watch" by the Augusta Metro Chamber of Commerce, and nominated for Georgia Trend Magazine's "Top 40 under 40".



EMOTIONAL INTELLIGENCE CERTIFICATION

AUG. 25, 26, 27, SEPT. 1, 2, 3 10AM-12PM EST

REGISTRATION

Name: _____

Title: _____

Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Alternate Phone: _____

E-mail: _____

Referred By: _____

PAYMENT INFORMATION:

Registration Fee : \$2200

Registration Deadline: August 14, No Refunds for Cancellation
(2 or more from the same organization, \$50 discount on each registration)

Please select payment type:

Credit Card

Invoice

Credit Card #: _____

Expiration Date: _____

Security Code: _____

CONTACT:



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