



4: THE POWER OF EMOTIONAL INTELLIGENCE

Your Action Plan for Growth and Competitive Advantage

Action Planner

Reflect and Prepare

Name: _____

What Is Emotional Intelligence?

Emotional intelligence is the ability to recognize, understand, and manage your own emotions and those of others. It helps you respond instead of react and is a key part of your personal competitive advantage.

Why This Matters to Me

Why does emotional intelligence matter to your goals, your relationships, or your success in life and work?

My Current Strengths & Struggles

What's going well? _____

What do I want to improve? _____

What emotion do I want to manage better? _____

Belief Shift

Circle or write a belief to support your growth:

"I can feel emotions without letting them take over."

"EQ is a skill, not a personality trait."

"Responding calmly builds my competitive advantage."

"Every emotion is data—I get to choose what I do with it."

Other: _____



4: THE POWER OF EMOTIONAL INTELLIGENCE

Your Action Plan for Growth and Competitive Advantage

Action Planner

EQ Practice + Tracking

Name: _____

My 28-Day EQ Focus

What small, consistent action will you take to build your emotional intelligence?

When will you practice it? _____ Where or with whom? _____

How will you track it?

☐ Daily log ☐ App ☐ Partner check-in ☐ Weekly review

Restart Plan

When I fall into old habits (because I will), I will:

☐ Pause and breathe

☐ Use my anchor phrase: " _____ "

☐ Reflect on what triggered me

☐ Other: _____

Weekly Reflection Prompts

1. Where did I show strong emotional intelligence this week?

2. Where did I react and what can I learn from that?

3. What triggered strong emotions?

4. How did my EQ help (or hinder) my momentum or relationships?

28-Day EQ Tracker

EQ focus habit: _____

Week 1 ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐

How did week 1 go? Circle one word:

☒ Calm ☒ Triggered ☒ Aware
☒ Disconnected ☒ Clear ☒ Proud

Week 3 ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐

How did week 3 go? Circle one word:

☒ Calm ☒ Triggered ☒ Aware
☒ Disconnected ☒ Clear ☒ Proud

Week 2 ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐

How did week 2 go? Circle one word:

☒ Calm ☒ Triggered ☒ Aware
☒ Disconnected ☒ Clear ☒ Proud

Week 4 ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐

How did week 4 go? Circle one word:

☒ Calm ☒ Triggered ☒ Aware
☒ Disconnected ☒ Clear ☒ Proud