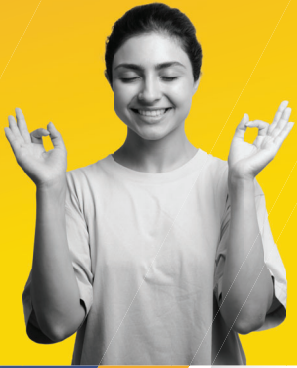


SELF-PACED

CERTIFICATE COURSE
EMOTIONAL
INTELLIGENCE



COURSE OVERVIEW

This course delves deeply into the concept of Emotional Intelligence (EQ), exploring its significance and offering effective methods and techniques for enhancing it in both yourself and others. Embark on a thorough exploration of the field of emotional intelligence. You will discover a framework that is incredibly skilled at enhancing not only your own life but also the lives of your clients (should you work in the helping industry or aspire to work there).

COURSE OBJECTIVE

After successfully completion of this course learner will be able to:

1. Understanding Emotions and Emotional Intelligence as a concept.
2. Realizing the importance of being Emotionally Intelligent.
3. Being more Self-Aware and better at Self-Management.
4. Develop Emotional Intelligence and personal insights to manage self and others.
5. Learn to manage stress and negative emotions.
6. Become more empathetic, accepting, and a better listener, hence a better leader.
7. Enable personal change to self-regulate and have better relationships.

SKILLS YOU WILL LEARN

- This course will teach you important skills and concepts related to emotional intelligence.
- You'll gain an understanding of the key concepts and principles of Being More Self-Aware and better at Self-Management.
- You'll learn how to create Emotional Intelligence and personal insights to manage self and others.
- You'll also learn how to manage stress and negative emotions.
- By the end of this course, you'll Become more empathetic, accepting, and a better listener.
- Hence a better leader and you'll be able to realise the importance of being Emotionally Intelligent and enable personal change to self-regulate and have better relationships.

PROGRAM HIGHLIGHTS

Instructor - **Mr. Preeti Khare**

Duration - 5 Weeks

Eligibility - 10+2

No. of Lectures - 39

Placement training - N/A

Language - Hinglish

Shareable certificate - Yes



PROGRAM SYLLABUS

Module 1 Overview of Emotional Intelligence

Session 1.1 Emotions (Course Introduction)

Session 1.2 What is Emotional Intelligence- History and Meaning

Session 1.3 Daniel Goleman's Mixed Model of EI

Session 1.4 Identifying and Labelling Emotions: Feelings, Moods

Session 1.5 Identifying Emotions

Session 1.6 Labelling Emotions

Session 1.7 Higher EQ is better than higher IQ, Mindfulness Makes it better

Session 1.8 ABCDE Theory of Emotions (REBT)

Session 1.9 Importance of EQ in various fields

Session 1.10 Components of Emotional Intelligence
MCQ Module

Module 2 Self Awareness

Session 2.1 Introduction to Self-Awareness

Session 2.2 Strengths, weaknesses, values

Session 2.3 Learning styles

Session 2.4 Seeking Feedback

Session 2.5 Mindfulness

Session 2.6 Trigger Points, understanding and managing them
MCQ Module

Module 3 Self-Management

Session 3.1 Introduction to Self-Management

Session 3.2 Self-Control and ABCDE Model

Session 3.3 Managing Your Emotions

Session 3.4 Self-Care

Session 3.5 Cultivating Positive Emotions

Session 3.6 Develop Resilience

Session 3.7 Transparency & Adaptability

Module 4 Self-Management

Session 4.1 Introduction to Social Awareness

Session 4.2 Social Awareness Competencies

Session 4.3 Listening

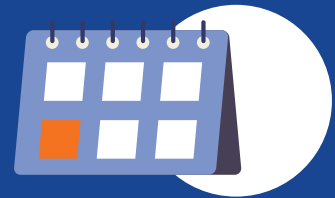
Session 4.4 Empathy



Session 4.5 Introduction to Social Awareness
Session 4.6 Social Awareness Competencies
Session 4.7 Listening
Session 4.8 Organizational Awareness
Session 4.9 Awareness of Cultural Differences and Stereotyping
Session 4.10 Steps to Improve Social Awareness

Module 5 Relationship Management

Session 5.1 Introduction to Relationship management
Session 5.2 Ways to build good relationship
Session 5.3 Ways to Respond
Session 5.4 4 Quadrant theory
Session 5.5 Conflict Management
Session 5.6 Nurturing Relationship
Session 5.7 Transactional Analysis
Session 5.8 Life position
Session 5.9 Behavioural change





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