

genos

**Emotional Intelligence
Inventory – Concise
(Self-Assessment)**

Genos Emotional Intelligence Inventory – Concise (self-assessment)

Instructions

The Genos EI Inventory (Concise) has been designed to measure how often you believe you demonstrate emotionally intelligent behaviours at work. There are no right or wrong answers. However, it is essential that your responses truly reflect your beliefs regarding how often you demonstrate the behaviour in question. You should not answer in a way that you think sounds good or acceptable. In general try not to spend too long thinking about responses. Most often the first answer that occurs to you is the most accurate. However, do not rush your responses or respond without giving due consideration to each statement. Below is an example.

Q. I display appropriate emotional responses in difficult situations.

You are required to indicate on the response scale how often you believe you demonstrate the behaviour in question. There are five possible responses to each statement (shown below). You are required to circle the number that corresponds to your answer where...

1 = Almost Never

2 = Seldom

3 = Sometimes

4 = Usually

5 = Almost Always

When considering a response it is important not to think of the way you behaved in any one situation, rather your responses should be based on your typical behaviour. Also, some of the questions may not give all the information you would like to receive. If this is the case, please choose a response that seems most likely. There is no time limit; however it should take between 5-7 minutes to complete.

Genos Emotional Intelligence Inventory – Concise

Below are a series of 31 statements. Please circle the number corresponding to the statement that is most indicative of the way you typically think, feel and act at work. If you make a mistake simply cross it out and fill in the correct response.

	Almost Never	Seldom	Sometimes	Usually	Almost Always
1. I demonstrate to others that I have considered their feelings in decisions I make at work.	1	2	3	4	5
2. I fail to recognise how my feelings drive my behaviour at work.	1	2	3	4	5
3. I respond to events that frustrate me appropriately.	1	2	3	4	5
4. I find it difficult to identify my feelings on issues at work.	1	2	3	4	5
5. I express how I feel to the wrong people at work.	1	2	3	4	5
6. I fail to handle stressful situations at work effectively.	1	2	3	4	5
7. When someone upsets me at work I express how I feel effectively.	1	2	3	4	5
8. I consider the way others may react to decisions when communicating them.	1	2	3	4	5
9. When I get frustrated with something at work I discuss my frustration appropriately.	1	2	3	4	5
10. When I am under stress I become impulsive.	1	2	3	4	5
11. I fail to identify the way people respond to me when building rapport.	1	2	3	4	5
12. I understand the things that make people feel optimistic at work.	1	2	3	4	5
13. I take criticism from colleagues personally.	1	2	3	4	5
14. I am effective in helping others feel positive at work.	1	2	3	4	5
15. I communicate decisions at work in a way that captures other's attention	1	2	3	4	5
16. I gain stakeholders' commitment to decisions I make at work.	1	2	3	4	5
17. I appropriately communicate decisions to stakeholders.	1	2	3	4	5
18. I express how I feel at the appropriate time.	1	2	3	4	5
19. I understand what makes people feel valued at work.	1	2	3	4	5
20. I effectively deal with things that annoy me at work.	1	2	3	4	5
21. I appropriately respond to colleagues who frustrate me at work.	1	2	3	4	5
22. I find it difficult to identify the things that motivate people at work.	1	2	3	4	5
23. I fail to keep calm in difficult situations at work.	1	2	3	4	5
24. I am aware of my mood state at work.	1	2	3	4	5
25. I help people deal with issues that cause them frustration at work.	1	2	3	4	5
26. I remain focused when anxious about something at work.	1	2	3	4	5
27. I fail to resolve emotional situations at work effectively.	1	2	3	4	5
28. I am aware of how my feelings influence the decisions I make at work.	1	2	3	4	5
29. I have trouble finding the right words to express how I feel at work.	1	2	3	4	5
30. When upset at work I still think clearly	1	2	3	4	5
31. I don't know what to do or say when colleagues get upset at work.	1	2	3	4	5

Scoring

Emotional Self-Awareness (ESA): 2*, 4*, 24, 28

Emotional Expression (EE): 5*, 7, 9, 18, 29*

Emotional Awareness of Others (EAO): 11*, 12, 19, 22*

Emotional Reasoning (ER): 1, 8, 15, 16 17

Emotional Self-Management (ESM): 3, 6*, 13*, 20, 21

Emotional Management of Others (EMO): 14, 25, 27*, 31*

Emotional Self-Control (ESC): 10*, 23*, 26, 30

Total EI Score: ESA+EE+EAO+ER+ESM+EMO+ESC

* item that needs to be reverse coded prior to calculating scale scores

See Table 3 (p. 114) from Palmer, Stough, Harmer, and Gignac (2009) for normative information (mean, SD, coefficient alpha) associated with the Genos EI Concise-Form scores.

Palmer, B. R., Stough, C., Harmer, R., & Gignac, G. E. (2009). The Genos Emotional Intelligence Inventory: A measure designed specifically for the workplace. In C. Stough, D. Saklofske, & J. Parker (Ed.), *Assessing emotional intelligence: Theory, research & applications* (pp. 103-118). New York: Springer.