



## Personality and Emotional Intelligence Questionnaire: Preparation Guide



## Personality and Emotional Intelligence Questionnaire

This guide is designed to help you understand what the Personality and Emotional Intelligence Questionnaire (PEIQ) measures and how to complete it. The PEIQ assesses a person's personality and emotional competencies within a work context.

The PEIQ will help you:

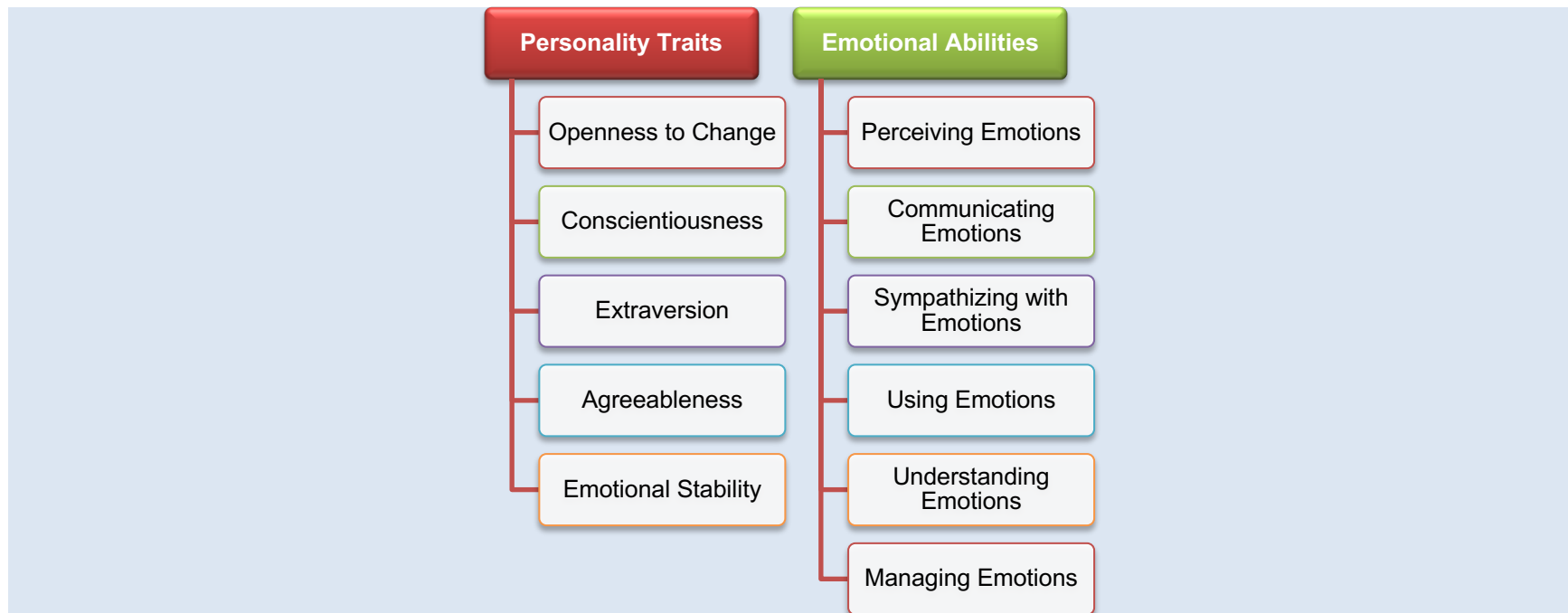
- benchmark your work style and personal and emotional competencies against a very large international comparison group of executives and managers;
- increase your awareness of how your personality and emotional abilities impact on your performance;
- identify areas you need to work on to improve your performance and reach your potential.

The PEIQ will help your organization:

- benchmark the personal and emotional competencies of employees;
- identify which individuals are suitable for promotion and which individuals need further development;
- design education programs to increase the personal and emotional competencies of employees and thereby improve business performance.

## What the PEIQ Measures

The PEIQ measures eleven dimensions of personality and emotional intelligence shown in the diagram below.





## Completing the Questionnaire

The questionnaire is presented on-screen in blocks of 32 statements which you are asked to rate on a 5-point scale ranging from 'Strongly Disagree' to 'Strongly Agree'.

Please consider the following points when you are completing the assessment:

- do the questionnaire when you are alert and free from interruptions;
- enter your responses by clicking on the appropriate rating for each statement. You must respond to every statement before you can go on to the next screen;
- complete the assessment from a work perspective as the assessment is designed to throw light on your personal style and competencies at work;
- try to be as discriminating as possible by using the full range of options on the 5-point response scale;
- avoid trying to select responses that you think will present you in the most favorable light--there are checks built into the assessment to assess the candor and consistency of your responses.

## Feedback

The PEIQ feedback report provides a concise summary of your personality and emotional abilities, and the report provides a link to a development guide with practical tips and recommendations for performance improvement.