

**ERQ Self Training Program:**

**Building Your Emotional and Relationship Skills**

The ultimate goal of the ERQ Program is to help you more fully develop your emotional and relationship skills. By improving your ERQ skills, you will be better able to manage stress and increase satisfaction in your life.

We would recommend that you focus on developing one of the four emotional skills and one of the four relationship skills. Begin with skills that have the lowest scores or just choose one that you personally most want to improve.

**Using Book & Assessment Together**

First, you will get more out of the ERQ Program if you purchase both the online ERQ assessment and the ERQ book called *“It’s All about Relationships.”* That is because the ERQ Program is driven by the results from your ERQ Assessment. To purchase the ERQ Assessment and the book, go to: [www.erq4life.com](http://www.erq4life.com/)

Second, take the ERQ Personal online assessment before reading the book. Once you complete the assessment, a copy of your report is stored in the ERQ system for you to view and review. You can also print a copy in black/white or color if you wish.

Third, review your 25 page ERQ Personal Report so you are primed to learn more from reading the book.

Fourth, most of the chapters in the book and Personal report have an Exercise where you can identify whether an area is a strength or growth area for you. You can celebrate your strengths and make a plan to deal with your growth areas.

**Below is the Outline of the ERQ Program with the relevant chapter in the book and page in your Personal Report.**

1. **Overview of ERQ Program BOOK ASSESSMENT**

* Goals of ERQ Assessment…………..Introduction Take ERQ online
* Overview of ERQ ……………………….Chapter 1
* 4 Skills Emotional Intelligence..….Chapter 1
* 4 Skills of Relation Intelligence…..Chapter 1

1. **Emotional Intelligence (EQ**)…………………Chapter 2

* Emotional Awareness……….………..Chapter 3……Report Page 4
* Emotional Expression………………….Chapter 4…..Report Page 4
* *Building Self Awareness………………Exercise 1…..Report Page 5*

1. **Emotional Intelligence (EQ)**

* Emotional Management……………..Chapter 5…..Report Page 6
* Anger Management…………………….Chapter 6…..Report Page 6
* *Building Self Management…………..Exercise 2…..Report Page 7*

1. **Relational Intelligence (RQ)**

* Empathy……………………………………….Chapter 7….Report Page 8
* Active Listening…………………………….Chapter 7….Report *Page 8*
* *Building Relationship Skills……………Exercise 3….Report* Page 9
* Stress Across Four Areas of Life……………………....Report Page 10

1. **Four Skills of Relational Intelligence (RQ)**

* Communication……………………………..Chapter 8….Report Page 11
* Conflict Resolution…………………………Chapter 9….Report Page 11
* Closeness/Cohesion……………………….Chapter 10..Report Page 11
* Change/Flexibility…………………………..Chapter 11..Report Page 11

1. **Four Relationship Profiles**

* Growing Your ERQ………………………….Chapter 12
* *Personal Profile………….Exercise 4; Chapter 13...Report 12-15*
* *Work Profile……………….Exercise 5; Chapter 14...Report 16-19*
* *Couple/Family…………….Exercise 6; Chapter 15…Report 20*

1. **Using Your ERQ Skills in a Crises……………..**Chapter 16
2. **Your Personal Action Plan……………………….**Chapter 17...Report 24

**Use the CHANGE Model to help turn your Growth Issues**

**into Strengths**

**CHANGE Model**

**Commit Yourself to a specific goal**

**Habit…..break an old one and start a new one**

**Action….take one step at a time**

**Never give up…realize lapses will occur**

**Goal oriented..focus on the positive & your success**

**Evaluate your progress and reward yourself**

We suggest that you spend one week on a given issue. Then decide if you need another week on that issue or if you want to focus on another skill. Repeat this plan for several weeks and observe the improvements in your ERQ skills.

**Wishing You much success in Building Your ERQ Skills!!!**

**www.erq4life.com**