

**APPLY THE PRINCIPLES AND CONCEPTS OF EMOTIONAL INTELLIGENCE  
TO THE MANAGEMENT OF SELF AND OTHERS**

**US 252031**

**NQF LEVEL: 5**

**CREDITS: 4**

**NOTIONAL HOURS: 40**

GREENCHILD

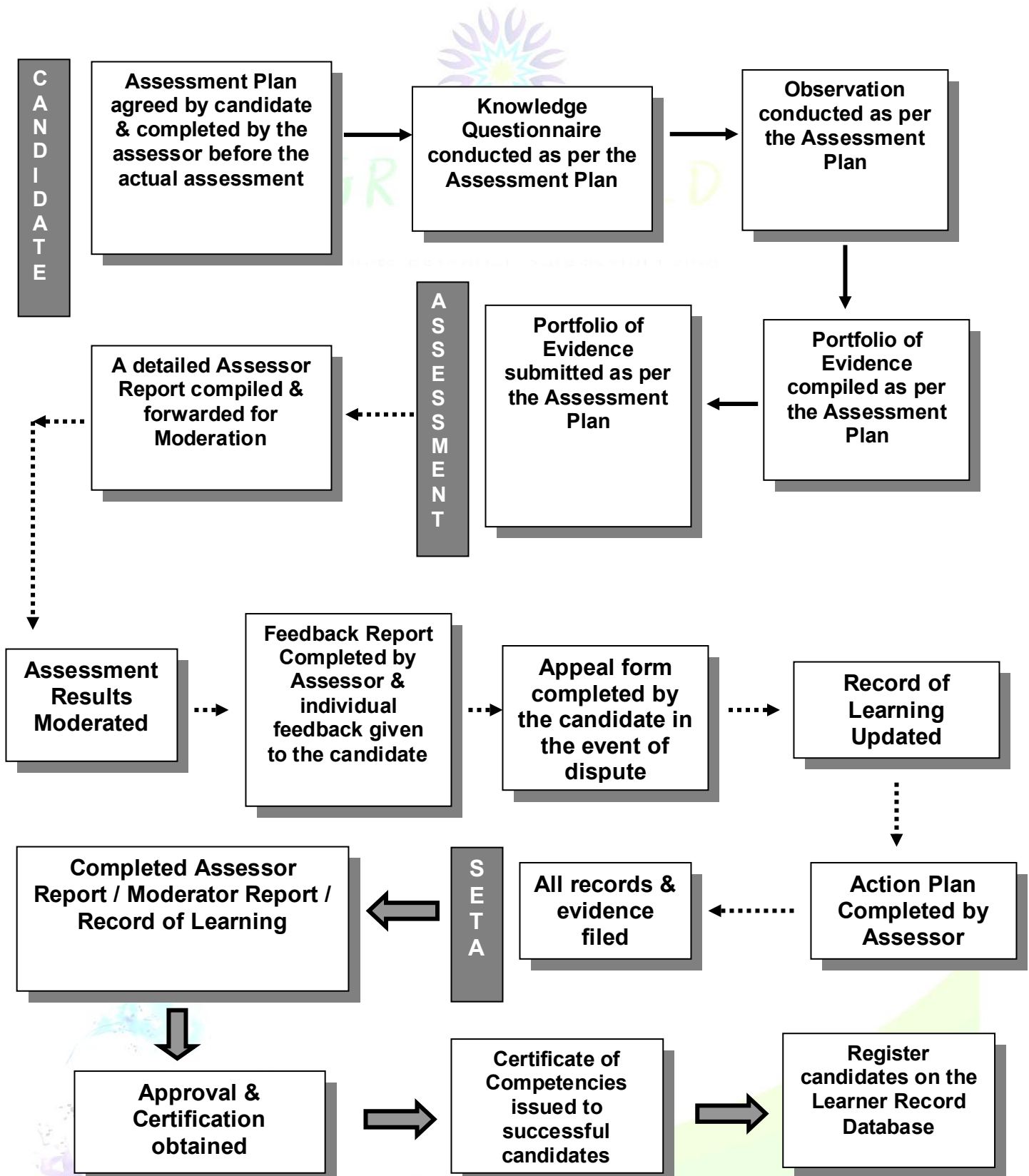


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**FORMATIVE ASSESSMENT**

<b>Name</b>	
<b>Contact Address</b>	
<b>Telephone (H)</b>	
<b>Telephone (W)</b>	
<b>Facsimile</b>	
<b>Cellular</b>	

# Assessment Process Flow



# INSTRUCTIONS TO THE LEARNER

- You must complete the classroom activities whilst facilitation is taking place. The facilitator may stop at regular intervals to give you time to complete the activities.
- Please complete all work in blue or black pen. The assessor will not assess the evidence if completed in pencil.
- You are not allowed to copy from another learner. Any plagiarism committed will be viewed in a serious light and disciplinary action may be taken against you. Your work must be authentic i.e. your own work. Group work is allowed in certain activities but your answers must be your own original work after discussions in the group.
- You must sign the declaration contained in the assessment preparation and planning document declaring that all work is your own. If you do not sign this declaration, the assessor will not proceed with assessment and your results will be delayed.
- Please do not use any correction fluid i.e. Tippex. Rather cross your work out and write next to your mistakes.
- The proficiency level required for each unit standard in the cluster is 50% per specific outcome per unit standard. If you are deemed Not Yet Competent in a unit standard, you will only be required to redo (remediate those sections in that unit standard.
- Any remediation must be submitted within 30 working days after you have received feedback
- If you have achieved any unit standards in this skills programme via another provider, please neatly draw a line through the section and indicate that a certified certificate has been submitted and is included in your administration section.
- Answer all questions



## DECLARATION OF AUTHENTICITY

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I, \_\_\_\_\_ (full name) \_\_\_\_\_

(ID number) declare that the contents of this portfolio is my own evidence and that everything was compiled and completed by me.

Learner signature: \_\_\_\_\_

Date: \_\_\_\_\_





## Agreed Assessment Plan

<b>Candidate's Name:</b>			
<b>Assessor's Name:</b>			
<b>Standard Title:</b>	Apply the principles and concepts of emotional intelligence to the management of self and others		
<b>EVENT</b>	<b>DATE, TIME AND LOCATION</b>	<b>RESOURCES REQUIRED</b>	<b>EVIDENCE TO BE GENERATED</b>
Attend Training		Training material, equipment as specified	Attendance Register
Complete formative assessment		Formative workbook	Completed formative workbook
Complete summative assessment		Summative workbook Supervisor	Completed summative workbook

Signature of Candidate: \_\_\_\_\_

Signature of Assessor: \_\_\_\_\_

Date: \_\_\_\_\_

**Question 1 (SO 1, AC 1; SO 2, AC 1; SO 3, AC 1)**

Define the following terms with examples:

- i. Emotion
- ii. Intelligence
- iii. Emotional intelligence
- iv. Principles
- v. Management
- vi. Intrapersonal capabilities
- vii. Interpersonal capabilities



**Question 2 (SO 1, AC 1, AC 2)**

- a) Explain the principles of emotional intelligence with reference to examples from life and work situations.
- b) Describe the concepts of emotional intelligence with reference to examples.

**Question 3 (SO 2, AC 1)**

Explain the importance of personal and interpersonal competencies in relation to interactions in life and work situations.

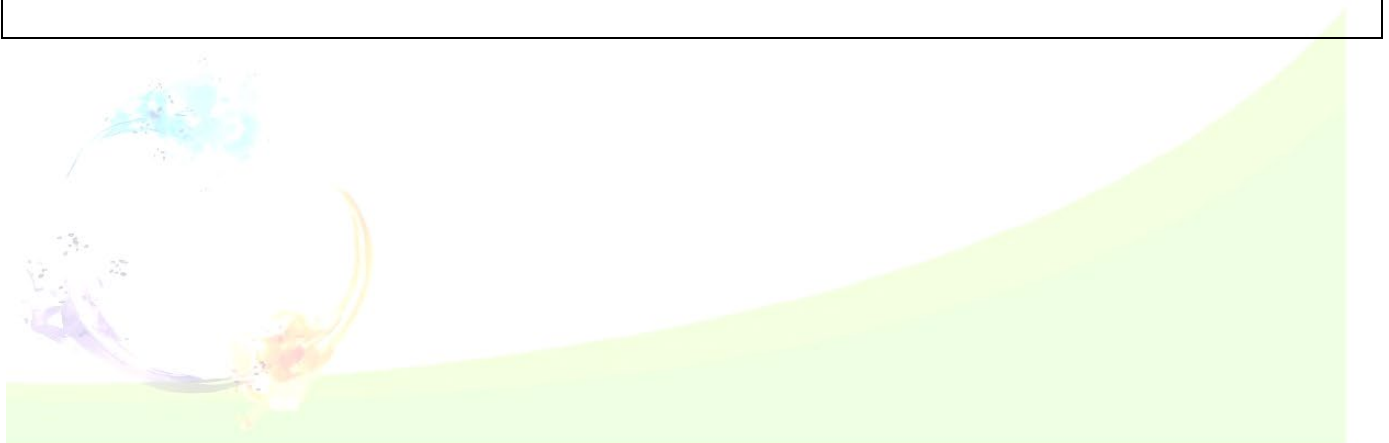
**Question 4 (SO 3, AC 2)**

Explain the consequences of applying emotional intelligence with reference to examples from life and work situations.

Total marks are

Learner achieved \_\_\_\_\_ marks.

Assessor Name: \_\_\_\_\_



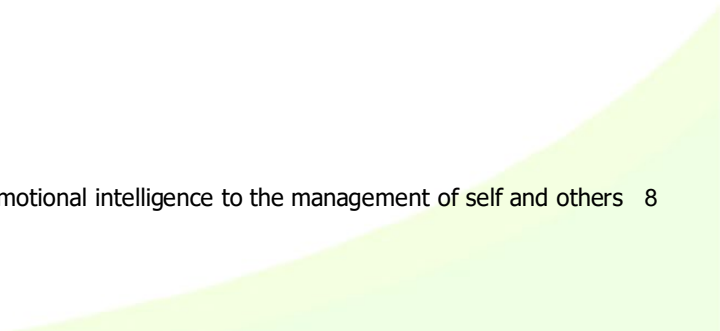
# ASSESSMENT DECISION & EVIDENCE EVALUATION RECORD

Candidate's Name: -				
Assessor's Name: -				
<b>Practical assessment</b> I declare that this assessment is my own demonstration.  Marks: The learner is either did "met requirements" or "did not meet requirements". If the learner is NYC in an area, then he or she must be reassessed. <b>Learner achieved: Competent/Not yet competent</b>				
Apply the principles and concepts of emotional intelligence to the management of self and others				
<b>Overall outcome:</b> The learner must be able to apply the principles and concepts of emotional intelligence to the management of self and others Note: When learner do practical assessments ensure that they meet the overall outcome.				
	<b>Specific Outcome</b>	Met requirements	Did not meet requirements	Comments
1				
	<b>Specific Outcome</b>	Met requirements	Did not meet requirements	Comments
2	<b>Specific Outcome</b>	Met requirements	Did not meet requirements	Comments



3	<b>Specific Outcome – AC</b>	Met requirements	Did not meet requirements	Comments
4	<b>Specific Outcome – AC</b>	Met requirements	Did not meet requirements	Comments

#### OVERALL ASSESSMENT DECISION







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project

emotional intelligence | social skills | character education

**Assessors Comments:**

Signature of Assessor:

Date:



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emotional personal support training

