OD & Training in Human Resources agrees to facilitate the Emotional Intelligence workshop. The workshop will highlight various aspects of emotional intelligence including:

- Untapped power of emotions
- Managing emotions
- The four step Emotional Intelligence (EI) process
- The five factors of EI
- Personal assessment of the participant’s EI
- Application of EI assessment to professional and personal development

Each participant will complete the EISA (Emotional Intelligence Skills Assessment). The materials fee is $20.00 per student. Participating departments may authorize payment through this interdepartmental transfer authorization, initiated by OD & Training - Human Resources.

Class: __________________ Emotional Intelligence

Seminar date(s): ________________________________.

Participant Name: ________________________________.

Department Name: ________________________________.

Account Number: ________________________________.

Special Conditions: ________________________________

________________________________________________________________________

Director, Participating Department ____________________________ Date ____________

Manager, Organization Development & Training - HR ____________________________ Date ____________

UCF Organization Development & Training – Human Resources
Fax: 407-882-9020