

| September | | | | | | |
|-----------|--------|--|--|----------|---|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | 1 | 2 First Day of the Semester Log into the course | 3 Week 1 Course Orientation | 4 | 5 Course Orientation Quiz opens; results are available immediately | 6 |
| 7 | 8 | 9 DUE Sign up for a topic on which you will report in blog #2 or #3. Course Orientation Quiz Closes | 10 Week 2 Unit I The Basis for EI What is EI? Defining EI & ESI | 11 | 12 MSCEIT testing area available | 13 |
| 14 | 15 | 16 | 17 Week 3 EI & Work Measuring EI | 18 | 19 | 20 |
| 21 | 22 | 23 DUE Blog Assignment #1 due MSCEIT Must be completed by this date! | 24 Week 4 Benefit of Learning ESI Skills Education to Workplace | 25 | 26 | 27 |
| 28 | 29 | 30 DUE Comments on blog assignment #1 | | | | |

October

| October | | | | | | |
|---|--------|--|--|---|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | | 1 Week 5 Assignment Workweek <i>Points for blog assignment #1 available</i> | 2 Unit I Quiz Opens 12:01 am | 3 | 4 |
| 5 Unit I Quiz Closes 11:59 pm | 6 | 7 DUE Course Project Part I <i>Points for comments on blog assignment #1 available; points for unit I quiz available</i> | 8 Week 6 Unit II Developing EI Skills & Competencies Increasing Awareness of Self and Others | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 Week 7 Using Emotions at Work Empathy | 16 <i>Points for Course Project Part I available</i> | 17 | 18 |
| 19 | 20 | 21 | 22 Week 8 Understanding Emotions at Work | 23 | 24 | 25 |
| 26 | 27 | 28 DUE Blog Assignment #2 (If you chose a Unit II Topic) | 29 Week 9 Self Management of Emotions Managing Others Emotions | 30 | 31 | |

November

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|---|-----|--|--|--|-----|-----|
| | | | | | | 1 |
| 2 | 3 | 4 DUE Comments on blog #2 (all students!) | 5 Week 10 Continuation of Managing Emotions <i>Points for blog assignment #2 available</i> | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 Week 11 Assignment Workweek | 13 Unit II Quiz Opens 12:01 am | 14 | 15 |
| 16 Unit II Quiz Closes 11:59 pm | 17 | 18 DUE Course Project Part II <i>points for unit II quiz available; Points for blog assignment #2 available</i> | 19 Week 12 Unit III Using EI Skills & Competencies EI and Communication At Work | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 Week 13 Relationship Building at Work | Thanksgiving Recess | | 29 |
| 30 | | | | | | |

December

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|---|-----|--|---|-----|--|---|
| | 1 | 2 DUE Blog #3 If you chose Unit III Topics) | 3 Week 14 Assignment Work Week | 4 | 5 | 6 |
| 7 Unit III Quiz Opens 12:01 am | 8 | 9 DUE Comments on blog #3 (all students!) Course Project Part III | 10 LAST DAY OF CLASS Unit III Quiz Closes 12:01 am | 11 | 12 <i>Points for blog #3 comments available; points for unit II quiz available</i> | 13 <i>Points for Course Project Part III available</i> |
| 14 <i>Final points/grade for course posted</i> | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |