

### Example of S.W.O.T analysis:

This tool can be useful in identifying your personal development plan. Questions to ask yourself when carrying out a SWOT analysis include:

<p style="text-align: center;"><b>Strengths (current)</b></p> <ul style="list-style-type: none"><li>• What do you do well?</li><li>• What do other people see as your strengths?</li><li>• What has been your major achievement in your current role?</li><li>• What do you consider to be your greatest strength?</li><li>• What knowledge and/or skill can you share with others?</li><li>• Under what circumstances do you learn/develop best?</li></ul>	<p style="text-align: center;"><b>Weaknesses (current)</b></p> <ul style="list-style-type: none"><li>• What could you improve?</li><li>• What have you had most difficulty with?</li><li>• What weaknesses have others observed?</li><li>• What feedback have you got that demonstrates your weaknesses?</li><li>• Did you progress at the rate you expected to?</li><li>• Under what circumstances did you fail to learn/develop?</li></ul>
<p style="text-align: center;"><b>Opportunities (future)</b></p> <ul style="list-style-type: none"><li>• What resources are available to you to help you improve those areas of weakness?</li><li>• Do you know what you will be needing to carry out your role in the future, how can you maximise on these opportunities?</li><li>• Is there any help you can get for things that concern you?</li><li>• Are there opportunities for you to build on your strengths?</li><li>• Can you choose your own method of development?</li></ul>	<p style="text-align: center;"><b>Threats (future)</b></p> <ul style="list-style-type: none"><li>• Do you have personal issues that will prevent you from developing?</li><li>• Can you anticipate events that might prevent you from developing?</li><li>• Are you able to reflect accurately on your development?</li><li>• Are you being realistic about your capabilities?</li></ul>

