

SWOT Analysis Worksheet

Date: _____

Strengths (S)

List internal factors that give you an advantage over others:

- _____
- _____
- _____
- _____
- _____

Example: Killer time management skills, Technical skills etc.

Weaknesses (W)

List internal factors that may hinder your performance:

- _____
- _____
- _____
- _____
- _____

Example: Procrastination, etc.

Opportunities (O)

List external opportunities that could benefit you:

- _____
- _____
- _____
- _____
- _____

Example: Technological advancements, etc.

Threats (T)

List external factors that could pose a risk to your organization:

- _____
- _____
- _____
- _____
- _____

Example: Rapidly changing job markets, etc..
