

THINKING  
LEADERS

# TAKING ACTION

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## Your Strengths

FOR FURTHER INFORMATION  
PLEASE VISIT OUR WEBSITE:  
[WWW.THINKINGLEADERS.COM](http://WWW.THINKINGLEADERS.COM)

# YOUR PERSONAL SWOT ANALYSIS

We can use a SWOT analysis to play to our strengths, fill the gap in our weaknesses, become aware of and take advantage of opportunities, and derisk our threats.

## YOUR PERSONAL SWOT

### STRENGTHS

- What do you do well?
- What are your unique resources?
- What are your perceived strengths?
- What do you do better than others?
- What's your talent?
- What educational qualifications do you have that makes you stand out from the crowd?
- What expertise do you have? Eg communication, rapport building, leadership, emotional intelligence, good listener, self-confident, optimistic, driven

AREAS YOU  
DO WELL IN

### WEAKNESSES

- What are your weak areas?
- In what areas do you have fewer resources available?
- Do others avoid asking you for help on certain things?
- Do you have the necessary educational qualifications to be successful in your current/future roles?
- Do you have bad habits? Eg frequently late, poor communication, lacking time management skills, lack of planning, procrastination, overly busy, disorganised

AREAS TO  
IMPROVE

### OPPORTUNITIES

- What is open to you?
- What trends are happening in your profession/industry?
- How can you upskill?
- How can you get noticed?
- Who can support you in achieving your goals?
- What don't you know that you could learn to drive your results?

EXTERNAL  
FACTORS

### THREATS

- What threats could harm you?
- What threats do your weaknesses expose?
- What obstacles do you face?
- Who/what may get in my way?
- Is technology impacting my business/career/life?
- Am I marketable?
- Are your personal traits impacting your ability to achieve your goals?
- Is there anything you must address right now?

POTENTIAL  
PROBLEMS /  
RISKS



# YOUR PERSONAL SWOT ANALYSIS

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What are your strengths? Brainstorm all the things that you are good and come easily to you.

What are your weaknesses? Those bad habits or areas of your life that hold you back.



# YOUR PERSONAL SWOT

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What are your opportunities? What is open to you?

What are your threats? What could harm you or get in your way of succeeding?



## YOUR STRENGTHS

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if you haven't already, please take the VIA Character Strengths Questionnaire now (<https://www.viacharacter.org/Surveys/SurveyCenter.aspx>)

What are your top 5 strengths?

Have a look at each of your top 5 in turn and ask yourself:

- Do I feel naturally drawn to this strength?
- Is this the real me?
- Do I feel excited or energised by it?
- Do I feel surprised by it
- How much do I use this strength currently - at work, at home, in my hobbies, in my community?

Would others see it in me? (Why not ask them?)

If you don't feel that one of these strengths is the real you, then look at numbers 6, 7 or 8 on the list and ask the same questions. Get to a list of 5 that you feel really are 'you'.

That you are energised by.



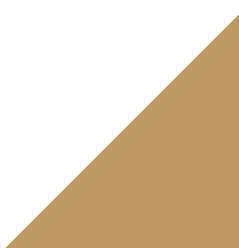
## NOW ASK YOURSELF...

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Pick one of your top 5. Ask yourself:

- How do I use this already?
- In what areas of my life do I use it?
- What are other areas in my life that I could use it more?
- What are other ways I could use it?

When you were taking action and being motivated, where you above or below the line?

A gold-colored triangle is located in the bottom right corner of the page, pointing towards the top right.

## BIG 5 PERSONALITY TEST - OCEAN



### BIG 5 PERSONALITY TEST

Take the test here:

[www.truity.com/test/big-five-personality-test](http://www.truity.com/test/big-five-personality-test)

#### 1. OPENNESS

People who like to learn new things and enjoy new experiences score high in openness. They are imaginative, creative, original, curious & insightful. Those people with low openness are down to earth, uncreative and conventional.

#### 2. CONSCIENTIOUSNESS

People that have a high degree of conscientiousness are reliable and prompt. Traits include being well organised, punctual, hard working, methodical and thorough.

#### 3. EXTRAVERSION

Extraverted people get their energy from interacting with others, whereas introverts recharge their energy on their own quietly. Traits include energetic, talkative, active, affectionate & a joiner.

#### 4. AGREEABLENESS

These people are friendly, trusting, cooperative, and compassionate. They are lenient, soft hearted and good natured. People with low agreeableness are critical, ruthless, irritable and suspicious.

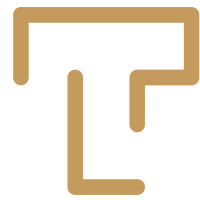
#### 5. NEUROTICISM

Also called emotional stability and relates to the degree of negative emotions present. People that score high on neuroticism are often moody, tense, worried, self conscious and emotional. People that score low are often calm, even tempered, comfortable and have emotional stability.

Take the Big 5 personality test and ask reflect on your results.

What is this test telling you about you? How is your life satisfaction?

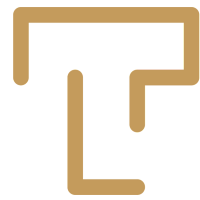
Can you see a pattern of what's been holding you back, or moving you forward towards achieving success in all parts of your life?



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# NOTES

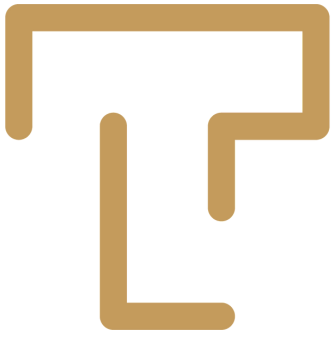
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# NOTES

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