

Worksheet Set 6

Creating and summarising a SWOT analysis

This and the following sheets are provided to allow you to record your thinking on SWOT and then summarise it on a table. Please try to complete the single-category sheets first before progressing to the summary table.

STRENGTHS

(Good things about how the organisation is now/has been in the past, or things it currently/formerly has/had control over.)

WEAKNESSES

(Bad things about how the organisation is now/has been in the past, or things it currently/formerly has/had no control over.)

OPPORTUNITIES

(Good, uncontrollable things about the environment as it is now, the environment as it might be or the organisation as it might be.)

THREATS

(Bad, uncontrollable things about the environment as it is now, the environment as it might be or the organisation as it might be.)

SUMMARY OF SWOT FACTORS

	+ve	-ve
Internal	Strengths	Weaknesses
External	Opportunities	Threats