





SWOT ANALYSIS **TEMPLATE**

The situation being analysed: business development positioning, capabilities and ambitions. This SWOT example is for a new business/growth opportunity. Many criteria can be applied to more than one quadrant. Identify the criteria appropriate to your own SWOT situation.

strenghts

- Advantages of a proposition?
- Capabilities?
- Competitive advantages?

- USP's (unique selling points)?
 Resources, Assets, People?
 Experience, knowledge, data?
 Financial reserves, likely returns?
- Marketing reach, distribution, awareness?
- Innovative aspects?
- Location and geographical?Price, value, quality?
- Accreditations, qualifications, certifications?
- Processes, systems, IT, communications?
- Cultural, attitudinal, behavioural?
- Management cover, succession? Philosophy and values?

weaknesses

- Disadvantages of a proposition?
- Gaps in capabilities?
- Lack of competitive strength?
- Reputation, presence and reach? Financials?
- Own known vulnerabilities?
- Timescales, deadlines and pressures?
- Cashflow, start-up cash-drain?
- Continuity, supply chain robustness? • Effects on core activities, distraction?
- Reliability of data, plan predictability? Morale, commitment, leadership? Accreditations, etc?

- Processes and systems, etc?
- Management cover, succession?

opportunities

- Market developments?Competitors' vulnerabilities?Industry or lifestyle trends?
- Technology development and innovation?
- Global influences?
- New markets, vertical, horizontal? Niche target markets?
- Geographical, export, import? New USP's?
- Tactics: eg, surprise, major contracts?
- Business and product development?
- Information and research?
- Partnerships, agencies, distribution?Volumes, production, economies?Seasonal, weather, trends?

threats

- Political effects?
- Multiple jurisdictions? Legislative effects?
- Environmental effects?
- IT developments?
- Competitor intentions various?
- Market demand?
 New technologies, services, ideas?
 Vital contracts and partners?
 Sustaining internal capabilities?
- Obstacles faced?

- Insurmountable weaknesses?
 Loss of key staff?
 Sustainable financial backing?
 Economy home, abroad?
 Seasonality, weather effects?

