

INTERNAL	<p style="text-align: center;">Strengths</p> <p>Identify those positive areas that are under your control and upon which you can take advantage of in planning.</p> <ul style="list-style-type: none"> • Work Experience • Education, Certifications, Licenses • Strong Technical knowledge within your field (Hardware, software, programming languages) • Transferrable Skills (Attitude, Communication, Problem Solving, Teamwork, Time Management) • Personal Characteristics; Self-Management Skills (Work Ethic, Creativity, Self-disciplined) • People-Good Contacts for Successful Networking • Membership in Professional Organizations / Associations 	<p style="text-align: center;">Weaknesses</p> <p>Identify those areas that are under your control and upon which you plan to improve.</p> <ul style="list-style-type: none"> • Lack of Work Experience • Low GPA, wrong major • Lack of goals, self-knowledge, or specific job knowledge • Weak technical knowledge • Weak skills (leadership, interpersonal, communication) • Weak job-hunting skills • Negative characteristics (Poor work ethic, appearance)
	EXTERNAL	<p style="text-align: center;">Opportunities</p> <p>Positive external conditions that you do not control but of which you can plan to take advantage.</p> <ul style="list-style-type: none"> • Positive trends in your field (growth, globalization, technological advances) • Opportunities you could have in your field by enhancing your education • Field needs your skill set • Opportunities you could have through greater self-knowledge, more specific job goals • Opportunities for advancement in your field • Opportunities for professional development • Career path you have chosen provides unique opportunities • Geography • Strong network

