

## TOOL TEMPLATE: SWOT ANALYSIS

References: Flanders Service Design Toolkit, Nesta's DIY Toolkit

### Which idea is the most suitable and feasible solution to the social problem/need?

Complexity: Low

Time required: 1 hour

Material required: pen, post-its

Other: Try to include people who have a good understanding of the context in which the solution is to be created.

### What is it for?

The SWOT Analysis is an analytical tool used to determine the strengths, weaknesses, opportunities and threats that an organization has. It is helpful to perform a SWOT Analysis before the start of the project so as to test the idea or the strategy. The analysis leads to a deeper understanding of the solution's offer, what opportunities it has and what should be worked on. It can also lead to further ideas on who to ask support from and how to better strategize success.

### How to use it?

The tool can be completed individually or in groups for the entire organization or for single projects and ideas. It can be completed in any order but it may prove useful to start by working on the internal factors and then moving on to the external factors. Remember that the analysis is only useful if done with a critical eye, so be open to criticism and share the activity with others!

INTERNAL

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**STRENGTHS**  
What do you do better than others?  
Why are you unique?  
What comparative advantages do you have?

**WEAKNESSES**  
What could you improve?  
What should you avoid?

**OPPORTUNITIES**  
Is there a need?  
Do your customer targets prefer something else?  
Are there any external changes (policy, technology, etc.) that could help?

**THREATS**  
What challenges do you face?  
What are your competitors doing?  
Are there any external changes (policy, technology, etc.) that are making things difficult?

EXTERNAL

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