

GAP Analysis

Worksheet Strengths

Individual steps:

1. List the **strengths** that you ascertained for your company.
2. Describe both the desired state and the actual state of your company.
3. For each of the identified strengths, think about whether the reasons for the deviations you detected are operational and / or strategic.
4. For both reasons, analyse how you should proceed in order to be able to make even better use of the impact of the operational or strategic strengths.
5. Then assess the relevance of the operational or strategic portion in terms of its significance for the development of your company. Use a scale from 1 to 5 for this (1 point = not very relevant, 5 points = very relevant).

Identified strengths	Desired value / description of desired state	Actual value / description of actual state	Description / quantification of the operational portion	How can we make even better use of this operational strength?	Relevance of the operational portion (1-5)	Description / quantification of the strategic portion	How can we make even better use of this strategic strength?	Relevance of the strategic portion (1-5)
					Choose an option			Choose an option