SELF ANALYSIS

SELF – ANALYSIS
Making the Most of Your Talents and Opportunities

WHO AM I? is the identity.

DO I MATTER? Is the importance

WHERE AM I? is the impact.

WHAT IS SELF ANALYSIS?

- It can be defined as systematic attempt by an individual to understand his or her own personality without the aid of another person.

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WHY IS SELF ANALYSIS REQUIRED?

- Before beginning your job search it is important to evaluate and understand your transferrable skills, strengths, weaknesses, values, priorities, interests and passions.

- A **self-analysis** exercise will help you to gain clarity and focus by exploring where you have been and creating a pathway to where you are going.

HOW CAN WE ANALYZE OURSELF?

SOME OF THEM ARE:

- Analyze the people who surround you.

- Make your personal enjoyment list, the list of activities you like, your hobbies etc.

- Carefully analyze how you're spending your time, money, energy and other resources.

- Perform a personal SWOT analysis.

WHAT IS SWOT ANALYSIS?

- SWOT stands for Strengths, Weaknesses, Opportunities, and Threats.

- SWOT analysis is a strategic planning technique used to help a person or organization identify strengths, weaknesses, opportunities, and threats related to business competition or project planning.

  Example : Include who is on your team, your patents and intellectual property, and your location.

Helpful · Harmful · Internal · External

Strengths · Weaknesses · Opportunities · Threats

How to Conduct a SWOT Analysis for Your Small Business

What do you do well?

Where do you need to improve?

What are your goals?

What obstacles do you face?

S — STRENGTHS
W — WEAKNESSES
O — OPPORTUNITIES
T — THREATS

the balance

STRENGTHS

which you already have and can build on

- Being polite and courteous to customers
- Good telephone manner
- Numeracy and good at memorizing information
- Using good formal language in emails and letters
- Relaying information

WEAKNESSES

which you have but can overcome or reduce

- Timekeeping
- Over complicating tasks
- Organising tasks
- Getting back to customers quicker and in order of importance

OPPORTUNITIES

that are open to you because of your special skills

Developing stronger technical knowledge of how business operate

Developing further IT skills to help produce more complex work

Producing more qualitative work rather than just relaying numerical information

THREATS

that you need to be aware of and avoid

Making sure that timekeeping improves

Wanting to progress too far too quick

Taking on too many new tasks before completely understanding what I already have to do

Getting too far behind and not saying anything

WHAT ARE THE PARAMETERS OF SELF ANALYSIS?

- Values

- Aptitude

- Interests

- Dreams and desires

- Goal setting

VALUES

- Values instilled deep within us define the core of our existence.

- These define the way we take the important decisions of our lives including the process of career selection.

APTITUDE

- The inherent traits are the guiding lines on which we process the information provided to using our growing years.

- This becomes an important component when taking the career decision.

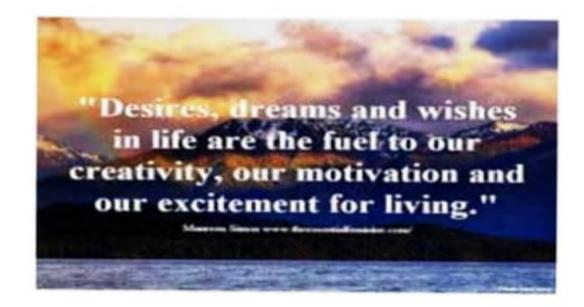- Many career aptitude tests are conducted by counselors all over the world.

INTERESTS

- Interests can be defined as a state of curiosity or concern about or attention to something.

- If we can know our areas of interests clearly and if we can include it in our career or occupation, due to our curiosity and attention for it we would surely achieve greater success.

- Understanding interest areas can help us think about the types of work-related activities we might find enjoyable.

When making a career decision or planning your career, keep a secured place in it for your dreams.

"Desires, dreams and wishes in life are the fuel to our creativity, our motivation and our excitement for living."

PERSONALITY

The sum total of ways in which an individual reacts and interacts with others.

Personality is a pattern of stable states and characteristics of a person that influences his or her behavior toward goal achievement

THEORIES

Trait Theory

Psychodynamic Theory

Humanistic Theory

Integrative Approach

PERSONALITY TRAITS

- A *personality trait* is a personality characteristic that endures (lasts) over time and across different situations
- *Trait theories* of personality focus **on measuring, identifying and describing individual differences in personality in terms of traits**
- Focus is on what is different- not what is the same
- Can be used to predict behaviour based on traits

PERSONALITY TRAITS

- Enduring characteristics that describe an individual's behavior.

Cattell's sixteen factors of personality (16PF)

	1	2	3	4	5	6	7	8	
reserved									outgoing
less intelligent									more intelligent
affected by feelings									emotionally stable
submissive									dominant
serious									happy-go-lucky
expedient									conscientious
timid									venturesome
tough-minded									sensitive
trusting									suspicious
practical									imaginative
forthright									shrewd
self-assured									apprehensive
conservative									experimenting
group dependent									self-sufficient
uncontrolled									controlled
relaxed									tense

The Myers-Briggs Type Indicator(MBTI)

A personality test that taps four characteristics and classifies people into 1 of 16 personality types.

Personality Types

Extroverted vs. Introverted (E or I)

Sensing vs. Intuitive (S or N)

Thinking vs. Feeling (T or F)

Judging vs. Perceiving (P or J)

1. Reserved	vs.	Outgoing
2. Less intelligent	vs.	More intelligent
3. Affected by feelings	vs.	Emotionally stable
4. Submissive	vs.	Dominant
5. Serious	vs.	Happy-go-lucky
6. Expedient	vs.	Conscientious
7. Timid	vs.	Venturesome
8. Tough-minded	vs.	Sensitive
9. Trusting	vs.	Suspicious
10. Practical	vs.	Imaginative
11. Forthright	vs.	Shrewd
12. Self-assured	vs.	Apprehensive
13. Conservative	vs.	Experimenting
14. Group dependent	vs.	Self-sufficient
15. Uncontrolled	vs.	Controlled
16. Relaxed	vs.	Tense

Myers-Briggs Sixteen Primary Traits

Personality Types

TYPE A

1. are always moving, walking, and eating rapidly;
2. feel impatient with the rate at which most events take place;
3. strive to think or do two or more things at once;
4. cannot cope with leisure time;
5. are obsessed with numbers, measuring their success in terms of how many or how much of everything they acquire.

TYPE B

1. never suffer from a sense of time urgency with its accompanying impatience;
2. feel no need to display or discuss either their achievements or accomplishments;
3. play for fun and relaxation, rather than to exhibit their superiority at any cost;
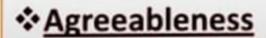4. can relax without guilt.

Big Five Personality Traits

❖ Extroversion

This trait includes characteristics such as excitability, sociability, talkativeness, assertiveness, and high amounts of emotional expressiveness.

Sociable, gregarious, and assertive

I love excitement and am a cheerful person

❖ Agreeableness

This personality dimension includes attributes such as trust, altruism, kindness, affection, and other prosocial behaviors.

Good-natured, cooperative, and trusting.

People find me warm and generous and selfless

❖ Conscientiousness

Common features of this dimension include high levels of thoughtfulness, with good impulse control and goal-directed behaviors

Responsible, dependable, persistent, and organized.

People find me reliable and I keep my house clean

Emotional Stability

Individuals high in this trait tend to experience emotional instability, anxiety, moodiness, irritability, and sadness.

calm, self-confident, secure (positive) versus nervous, depressed, and insecure (negative).

am very moody I often feel sad and down

Openness to Experience

This trait features characteristics such as imagination and insight, and those high in this trait also tend to have a broad range of interests.

I am a very curious person & enjoy challenges

Imaginativeness, artistic, sensitivity, and intellectualism.