

Find Your Strengths Checklist

Identifying your strengths and weaknesses can be daunting. Having a good checklist can make a world of difference. This checklist covers everything you need to do to thoroughly evaluate your strengths and weaknesses.

Evaluating Your Strengths and Weaknesses

Write Down the following:

- What do you like to do every day?
- What do other people think you like to do?
- What do other people say about you?
- What do you like to talk about?
- What is one mistake you've repeated?

Capitalize on Your Strengths

- Practice saying No.
- Identify skills you can transfer from home to work and work to home.
- Develop your strengths.
- Stop doing things you dislike, when possible. (remember outsourcing)
- Avoid negative people.
- Leave your comfort zone.

Develop Your Skills

- Identify your strengths.
- Take one step a day towards improvement.
- Act like a manager: Develop strengths.
- Define expectations.

Determine if Weaknesses Matter

- Know what the truth is, right now.
- Center your activity on what you can do.
- Know that you can do more than you think you can.
- Avoid making excuses.

Use Tools to Help You Identify Your Strengths

- Take at least one personality test.
- Identify famous people with your personality type.
- Read positive books about strengths.
- Find a life coach.
- Identify potential mentors.