



## SWOT ANALYSIS WORKSHEET

A SWOT analysis is a valuable tool to evaluate a software solution, just as you would a business. The software system’s strengths and weaknesses are the internal factors. Opportunities and threats are external factors that affect your business, such as your competition or industry software trends.

Here are questions to get you started. Plug in the answers in the matrix below.

**If you’d like to jump start this process [contact Nine Peaks Solutions](#) for a free 30-minute phone consultation. We’ll help you complete this form and get over this first hurdle...no obligations!**

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|--|---|
| <ul style="list-style-type: none"> <li>• What does it do well? What could be improved?</li> <li>• How much support is required to maintain your system? Is it reliable? Do you get errors often?</li> <li>• Is the cost manageable?</li> <li>• Is it flexible? Can you extract the info you need?</li> <li>• Is it secure? Is the security setup logical?</li> </ul> | <ul style="list-style-type: none"> <li>• Is the user interface easy to use/understand?</li> <li>• What trends in the HRIS software industry could you take advantage of?</li> <li>• Are your systems in line with your competitors?</li> <li>• Does your system support or integrate well with the existing tools?</li> </ul> |
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Strengths (helpful & internal)	Weaknesses (harmful & internal)
Opportunities (helpful & external)	Threats (harmful & external)

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