**SWOT ANALYSIS**

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| [Translate into tasks for the Project Plan] | **Strengths** | **Weaknesses** |
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| **Opportunities** | [How do I use these strengths to take advantage of these opportunities?] | [How do I overcome the weaknesses that prevent me taking advantage of these opportunities?] |
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| **Threats** | [How do I use these strengths to reduce the likelihood and impact of these threats?] | [How do I address the weaknesses that will make these threats a reality?] |
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