



## Coffee break exercise: **CIRCLE OF SUCCESS**

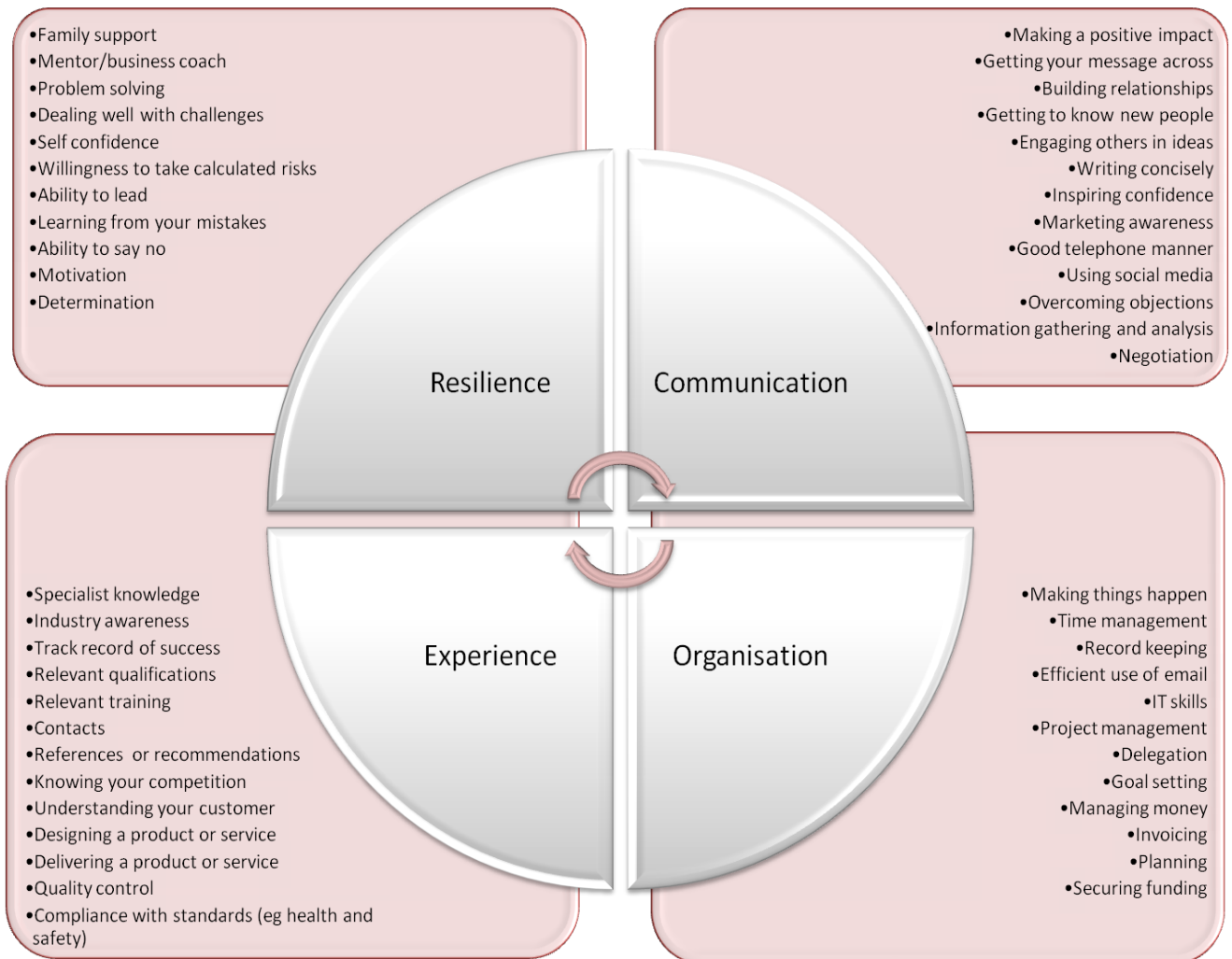
When you work for yourself you are responsible for all aspects of your business - strategy, marketing, finance, IT support, production and customer service. You'll need to draw on a wide range of skills, aptitudes and experience.

Use the Circle of Success to identify what you have in place and any gaps that matter. Remember, no-one has everything when they start out. Being clear about what you **do** have and getting support in areas you **don't** will be a solid foundation to the work you do for yourself.

### **What to do**

#### **Step 1**

1. Look at the diagram on the next page and read through the skills, qualities and experience listed.
2. Using a highlighter pen, mark **all** those which you know you have. Don't be modest! And remember you might have developed the skill in any situation, not necessarily at work.
3. Add in any skills, qualities and experience which are not listed but that you know will be required for your business. Highlight the ones that you have.
4. Review the skills that you have NOT highlighted. Put a mark next to 3 key skills that you would want to develop and/or get support from others with.
5. Finally, review the skills you have highlighted (i.e. those that you have). Select your top 3 areas of strength and circle these with your highlighter pen.



## Step 2

Once you have completed the exercise, review it and note your thoughts below. Identify any important actions you need to take.

Notes:

Actions: