## Worksheet: SWOT Analysis

The team has generated a potential solution for the new employee orientation program. It is to use workflow software to guide participants through the tasks and activities of the company’s new process. Evaluate the strengths, weaknesses, threats and opportunities of this solution.

**Potential solution: Use a workflow software program to guide new hires through the tasks and activities of the orientation process.**

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| **Strengths** | **Weaknesses** |
| **Opportunities** | **Threats** |