

Week 3: Personal Strengths

Dear Mentee,

We hope your week is going well.

The 3rd week of the soft skills program focuses on “personal strengths”. It’s an opportunity to identify and develop your personal strengths. You can ask your mentor for advice about developing personal strengths. We invite you to explore the resources and activities below that are designed to help you identify your strengths. Hopefully, these resources and activities will serve as inspiration as you draft your weekly letter about personal strengths to your mentor.

As soon as you receive a reply from your mentor, do feel free to proceed to preparing weekly topic 4 which you will find on your dashboard.

Enjoy!

The Her Digital Skills e-Mentoring Team

Week 3: Personal Strengths Worksheet

Everyone has talents. While some people are aware of their strengths, others are not fully conscious of the qualities, abilities and strengths they possess. Identifying and acknowledging personal strengths helps to build confidence and also to manage shortcomings or weaknesses.

It is useful to know what your own qualities, abilities and strengths are and also what your weaknesses are. This will help you to build your confidence and to improve your weaker points. It is also useful to be able to write and talk about your abilities and strengths, for example in job applications and job interviews.

It is not always easy to identify what your strengths and weaknesses are. One exercise you can do is to ask trusted close friends, family members and/or teachers what they think your qualities are.

Try doing the exercises below and exploring the additional resources.

Activity 1:

In the table below, circle the strengths that you think correspond to you.

STRENGTHS:

Confidence	Good at problem-solving	Curious	Dedicated	Loyal	Trustworthy
Good team player	Tolerant	Diplomatic	Humble	Patient	Realistic
Independent	Collaborative	Approachable	Friendly	Motivated	
Team player	Adaptable	Flexible	Energetic	Hardworking	Good at decision-making
Analytical	Creative	Artistic	Dependable	Dynamic	Respectful

Sociable	Ambition	Optimistic	Responsible	Productive	Passionate
Committed	On time	Thinking outside the box	Positive mindset		

In the table below, circle the weaker points that you think correspond to you and that you would like to improve.

WEAKNESSES:

Not good at listening	Always late	Not good at dealing with problems	Lacking confidence
Difficulty asking for help	Forgetful	Not organized	Stubborn
Being too shy & struggling with public speaking	Lazy	Leaving projects unfinished	Not reliable

Being too critical of other people & other people's work	Impatient	Getting stressed easily	Not taking initiatives
Being overwhelmed easily	Too competitive	Too much procrastination	Judgmental
Not able to commit to deadlines	Not taking criticism well	Always needing to be right	Being easily offended

Activity 2:

How do you think you can make use of your strengths?

In what ways do you think you can improve your weaknesses?

Activity 3:

Are there any other qualities or weaknesses you can think about?

Other resources you may wish to explore:

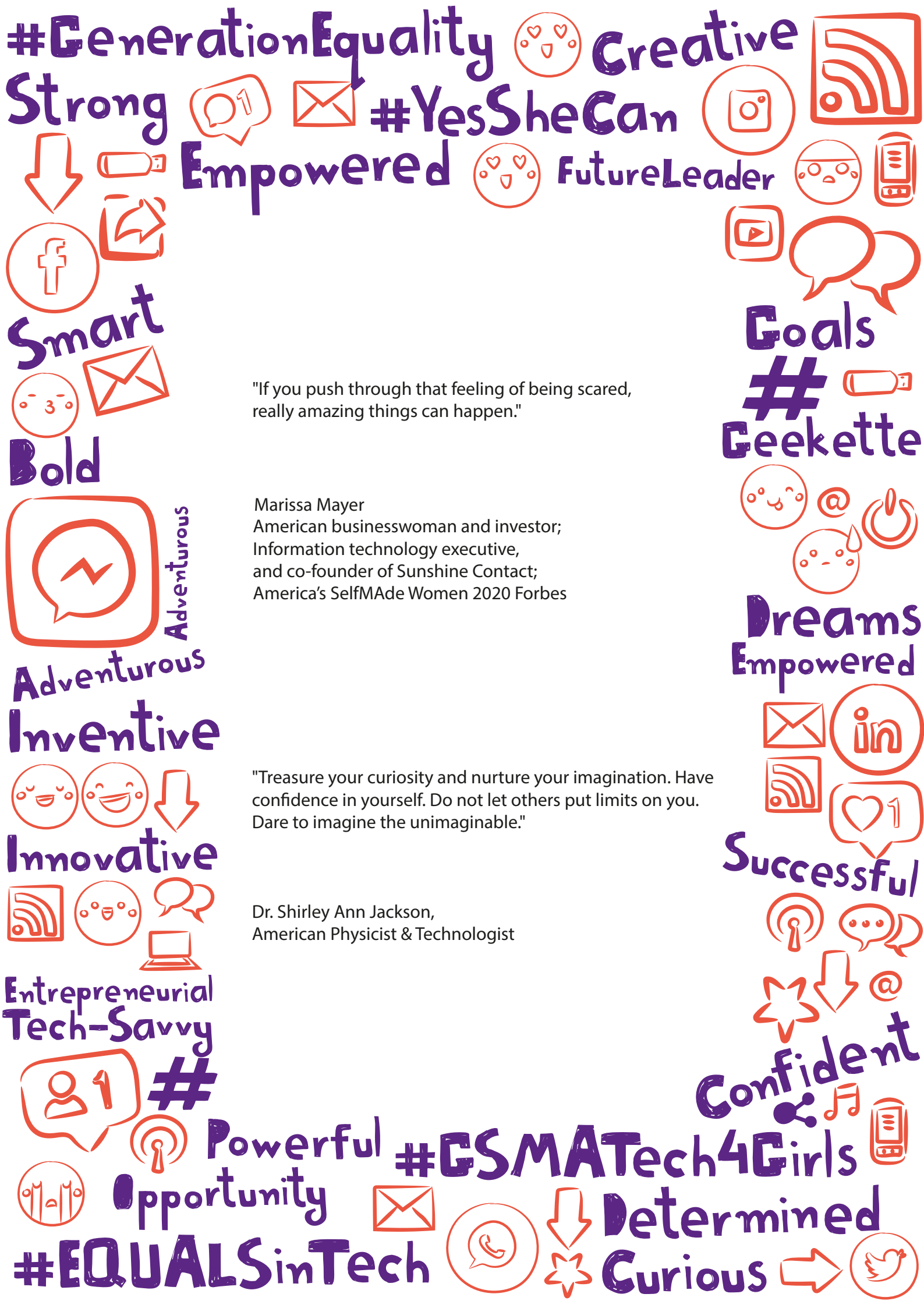
<https://www.thebalancecareers.com/personal-skills-list-2063763>

<https://www.indeed.com/career-advice/starting-new-job/strengths-at-workplace>

<https://www.thebalancecareers.com/resume-strengths-list-2063804>

We invite you to scroll and listen to one or more of the *Girls and Women Talking Tech* Interviews by the EQUALS Global Partnership for Digital Gender Equality by following the link:

https://www.youtube.com/results?search_query>equals+girls+and+women+talking+tech



"If you push through that feeling of being scared, really amazing things can happen."

Marissa Mayer
American businesswoman and investor;
Information technology executive,
and co-founder of Sunshine Contact;
America's SelfMAde Women 2020 Forbes

"Treasure your curiosity and nurture your imagination. Have confidence in yourself. Do not let others put limits on you. Dare to imagine the unimaginable."

Dr. Shirley Ann Jackson,
American Physicist & Technologist

#EQUALS in Tech

#GSMATech4Girls

Determined

Curious