

## Analysing tools in project planning

There are a lot of factors which can influence the success of your project. So a variety of analyzing tools for the pre-planning or the early stage of the project have been developed. This learning object offers you the short description of the most common planning tools, providing you concrete examples and working documents.

### Description/Rationale:

The **project environment analysis** helps to assess influencing social and factual factors on your project.

The **SWOT analysis** is a structured planning method to evaluate the strengths, weaknesses, opportunities and threats involved in a project. The SWOT analysis involves specifying the objective of the project and identifying the internal and external factors that are favorable or unfavorable to achieve that objective.

The **stakeholder analysis** seeks to identify all persons, institutions, etc. involved in a project to find out the potential interest and influence of these groups on the project.

### Importance/Relevance:

Analysing tools should be ideally used in the pre-project planning phase, but as soon as your project is selected for funding it is time to check the project environment, potential stakeholders and to identify strengths and weaknesses which can be crucial for the further planning of your project.

It can be a benefit to use these analysing tools with the project group, because this can help the team to have an insight conversation about the project, its strengths and weaknesses, challenges and about influence and interest of potential stakeholders. This will support you to develop a more focused project strategy.

### How can I apply the analyzing tools in my own project?

Click through the additional templates provided below! You will find useful working documents and a presentation of a case study.

### Additional resources:

- [Template: worksheet stakeholder analysis](#)
- [Template: filled example of a stakeholder analysis](#)