**Determining Your Proficiency — Analytical Skills**

Use the descriptions to determine your current and desired level of proficiency

<table>
<thead>
<tr>
<th>Innovation</th>
<th>Analytical Skills</th>
<th>Technology</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Adaptability</strong></td>
<td>Seizing the opportunity for organizational improvement that prompts critical thinking and problem solving by obtaining, processing, and synthesizing information.</td>
<td>Employing current and emerging software and tools to solve general and industry-specific challenges.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Level of Proficiency</th>
<th>Description</th>
</tr>
</thead>
</table>
| **Awareness**        | • Aware of methods to obtain, process, and synthesize different kinds of information  
• Possesses knowledge of how to use information to identify and solve problems |
| **Basic**            | • Begins to practice obtaining, processing, and synthesizing different kinds of information  
• Utilizes information to critically examine pre-identified problems, solve them, and understand how the solutions could contribute to organizational improvements |
| **Intermediate**     | • Employs different methods of obtaining, processing, and synthesizing information  
• Utilizes information to critically examine self-identified problems, solve them, and understand how the solutions could lead to organizational improvements |
| **Advanced**         | • Weighs the impact of different methods to collect, process, and synthesize information  
• Identifies areas of organization improvement and suggests a plan to obtain, process, and synthesize information that would result in a recommendation for a course of action |
| **Expert**           | • Consulted as a resource on different methods to collect, process, and synthesize information  
• Promotes and maintains a culture where others are able to imagine alternatives and are empowered to identify and solve problems that lead to organizational improvement |