



Digital Auditing Tool for Individuals

Read the descriptions below and select the option that best describes your current situation. Note not all columns may apply to your business model.

The column with the most options selected reflects your businesses current stage and will assist management in creating a successful digital strategy.

How would you rate your current overall confidence with using digital technologies to create, innovate and problem solve?



Do you have access to sufficient & appropriate ICT infrastructure required to perform your role?

Yes

No

If no, what infrastructure do you need?

Rate the degree to which you agree or disagree with the following statements.

	Disagree	--	Neutral	--	Agree
I am confident in all the digital skills and knowledge required to perform my role	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I need to upskill my digital skills to continue performing my role in the future	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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Rate the degree to which you agree or disagree with the following statements.

	Disagree	--	Neutral	--	Agree
I am supported to actively explore new digital opportunities, tools & processes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I actively seek professional development opportunities in the digital space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am comfortable seeking support in using digital technologies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I currently possess the digital capabilities required best to serve our customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am confident in using various digital platforms & avenues to reach our target audience, customers & clients	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I can create, edit and share digital content	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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Rate your confidence in using the following ICT's

	Not Confident	--	Neutral	--	Very Confident
ICT hardware & software necessary for my work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reading, understanding and analysing the credibility of digital media	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creating, problem solving & innovating digitally	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communicating, participating & collaborating digitally	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Digital learning & development (eg. Online tools, resources, courses etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What would you like to learn or improve?