

Act Name: \_\_\_\_\_

Date: \_\_\_\_\_

**Key Ideas in this Toolkit**

- Identifying the skills and resources that you have
- Identifying where those skills and resources need improvement
- Identifying which skills and resources you need to acquire

**Part A: RESOURCES**

**1/ People**

List the people who you work with closely who assist you in your career as a musician or manager

<b>Role</b>	<b>Person/s</b>	<b>Their skills</b>
Personal / moral support		
Business mentor		
Musical mentor		
Manager		
Sound engineer		

Role	Person/s	Their skills
Others		

Who would you like to get on board to help you?

Role/s	Person	Skills you require them to have

Role/s	Person	Skills you require them to have

## 2/ Equipment

Musical	Upgrade / to get	Timeframe
Guitar/s		
Other instruments		
Associated equipment e.g. pedals, effects etc		
Mic		
PA		
Recording equipment		

	<b>Upgrade / to get</b>	<b>Timeframe</b>
Other musical equipment		

Other	Upgrade / to get	Timeframe
Vehicle		
Computer and associated equipment		

<b>3/ Current contacts</b>	<b>Contacts to develop</b>
Press	
Radio	
Venues	
Musicians	
Technical Advice	
Recording	

3/ Current contacts (cont)	Contacts to develop (cont)
Sound	
Equipment	
Promotion	
Industry	
Design	
Printing	

3/ Current contacts (cont.)	Contacts to develop (cont)
Other	

3/ Current contacts (cont.)	Contacts to develop (cont)

#### 4/ Networks

What groups of people do you have access to who may assist you in your career

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What groups of people would you like to develop a relationship with may assist you in your career

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#### 5/ Other resources you have




**Part B: SKILLS**

Motivation and Goal Setting: Strong points

Motivation and Goal Setting: Areas for improvement

Songwriting: Strong points

Songwriting: Areas for improvement

Musicianship: Strong points

Musicianship: Areas for improvement

Vocal skill: Strong points

Vocal skill: Areas for improvement

Performance skill: Strong points

Performance skill: Areas for improvement

Recording and production skill: Strong points

Recording and production skill: Areas for improvement

Experience: Strong points

Experience: Areas for improvement

Marketing skill: Strong points

Marketing skill: Areas for improvement

Business skill: Strong points

Business skill: Areas for improvement

Communication - Verbal: Strong points

Communication - Verbal: Areas for improvement

Communication - Leadership: Strong points

Communication - Leadership: Areas for improvement

Communication - Literacy and numeracy: Strong points

Communication - Literacy and numeracy: Areas for improvement

Communication - Business Writing: Strong points

Communication - Business Writing:: Areas for improvement

Communication - Promotional Writing: Strong points

Communication - Promotional Writing:: Areas for improvement

Design: Strong points

Design: Areas for improvement

Industry Knowledge: Strong points

Industry Knowledge: Areas for improvement

Computer Literacy: Strong points

Computer Literacy: Areas for improvement

Other skills you have

Other skills you need

**Part C: SUMMARY**

Particularly strong points

Areas for immediate attention

Areas for future attention