

Skills Gap Analysis Report

EdTech & Training

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This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Produces a skills gap analysis: a gap matrix, priority gaps, a learning plan with resources and costs, and a build-vs-hire recommendation. Use this to plan upskilling for a team. For one persons plan use Individual Development Plan; for a whole-org strategy use Corporate L&D Strategy.

Purpose of this tool & output

Describe your team and role requirements and we produce a skills gap analysis with L&D plan

How the output is used

Use the report to see the gap between team skills and role requirements, and to plan targeted L&D.

Who should vet it

An L&D/HR lead, to confirm the gaps and prioritise the development plan.

Companion documents

- Role-Competency Matrix
- Individual Development Plan
- Reskilling Pathway Builder
- Team Capability Heatmap

This is AI-assisted guidance. Verify with a qualified professional before any binding decision. Fees, authorities and processes vary by state and change over time — confirm with your state authority.