

# SKILLS ASSESSMENT

## PRODUCTION QUESTIONS

HAVE YOU EVER... \_\_\_ / 33

### PRACTICAL SKILLS: \_\_\_ / 16

Repaired and maintained tools?



Repaired and maintained machinery or engines?



Operated a tractor?



Weeded crops by tractor?



Irrigated crops?



Built barns, fences, or greenhouses?



Harvested crops?



Fed and watered animals?



Planted seeds and transplants?



Slaughtered animals?



Sprayed or applied pesticides or herbicides?



Collected animal products?



Weeded by hand?



Managed manure?



Fertilized soil?



Plowed and prepared soil?



### MANAGEMENT SKILLS: \_\_\_ / 12

Set up an irrigation system?



Managed the health of farm animals?



Managed plant pests and diseases?



Managed pasture for farm animals?



Kept harvested crops fresh for market?



Chosen animals for purchase?



Monitored product safety?



Bred animals?



Monitored product quality?



Performed a water or soil test?



Implemented a conservation plan?



Managed soil fertility?



### PLANNING SKILLS: \_\_\_ / 5

Created a crop plan?



Created a pest management plan?



Created a post-harvest handling plan?



Created a rotational grazing system?
































Created a soil fertility plan?



# SKILLS ASSESSMENT

## BUSINESS QUESTIONS

HAVE YOU EVER... \_\_\_ / 24

PRACTICAL SKILLS: ___ / 8	MANAGEMENT SKILLS: ___ / 10	PLANNING SKILLS: ___ / 6
<input type="checkbox"/> Kept financial records? 	<input type="checkbox"/> Set and assigned tasks? 	<input type="checkbox"/> Created a business plan? 
<input type="checkbox"/> Opened a business bank account? 	<input type="checkbox"/> Supervised workers? 	<input type="checkbox"/> Created a financial record-keeping system? 
<input type="checkbox"/> Prepared taxes for a business?  	<input type="checkbox"/> Obtained necessary licenses and permits? 	<input type="checkbox"/> Made and followed a budget? 
<input type="checkbox"/> Paid bills?  	<input type="checkbox"/> Purchased necessary insurance? 	<input type="checkbox"/> Evaluated profitability? 
<input type="checkbox"/> Applied for a loan?  	<input type="checkbox"/> Contacted seed or equipment vendors? 	<input type="checkbox"/> Researched agricultural business regulations and laws?  
<input type="checkbox"/> Collected payments?  	<input type="checkbox"/> Managed cash flow? 	<input type="checkbox"/> Researched labor laws?   
<input type="checkbox"/> Applied for a grant?  		
<input type="checkbox"/> Negotiated a rental agreement?  		

Funded by U.S. Department of Agriculture's Outreach Assistance to Socially-Disadvantaged Farmers and Ranchers Competitive Grants Program, otherwise known as the 2501 Program.























# SKILLS ASSESSMENT









## MARKETING QUESTIONS

HAVE YOU EVER... \_\_\_ / 22

### PRACTICAL SKILLS: \_\_\_ / 13

- Written an invoice? 
- Sold products at a farmers market?  
- Negotiated product price? 
- Attracted customers to store or stand?  
- Delivered products to customers?  
- Sold retail?  
- Driven a truck? 
- Interacted with customers? 
- Created promotional materials?  
- Created a mailing or emailing list?  
- Set up a product display? 
- Written a recipe?  
- Packaged products for sale? 

### MANAGEMENT SKILLS: \_\_\_ / 5

- Contacted buyers?  
- Obtained sales supplies? 
- Kept sales records?  
- Set product prices?  
- Designed a product display? 

### PLANNING SKILLS: \_\_\_ / 4















- Done market research? 
- Created a marketing strategy? 
- Created value-added products?   
- Developed new products?  



# SKILLS ASSESSMENT

Identify the skill areas that are most important for your farm business. You should now be able to see which skill areas and levels you can bring to a farm business. Look at the number of “your skills” compared to the total skills in that area and put a star next to your top three to five skills. Write these in the space below.

## SKILL AREAS

	Your skills	Total	
	_____	/ <b>9</b>	Animal husbandry
	_____	/ <b>7</b>	Food handling
	_____	/ <b>2</b>	Equipment maintenance
	_____	/ <b>4</b>	Equipment use
	_____	/ <b>8</b>	Soil care
	_____	/ <b>11</b>	Vegetable production
	_____	/ <b>1</b>	Construction
	_____	/ <b>7</b>	Labor management
	_____	/ <b>9</b>	Sales
	_____	/ <b>6</b>	Research
	_____	/ <b>18</b>	Communication
	_____	/ <b>6</b>	Law compliance
	_____	/ <b>8</b>	Design
	_____	/ <b>17</b>	Financial management

### Skill areas I can bring to the farm (list three to five):

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

### Skill areas I would like to develop (list three to five):

Now, look at the skills without stars and think about which are most important for the farm business that you would like to create. Are any of these exciting to you? Are you interested in developing any of these skills?

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

### Skill areas I may need to rely on others for (list three to five):

Are there any skills that seem important for your farm business, but also uninteresting to you? These are skills that you should get other people to help you with. Remember, what you dislike doing may be someone else’s favorite task.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_