Completing the External Factor Analysis Summary (EFAS) Form

1. List opportunities and threats that your farm faces (6 -10 items) in the External Factors column.

2. Weight each factor from 1.0 (Most Important) to 0.0 (Not Important) in the **Weight** column based on that factor’s probable effect on the farm’s strategic position. The total weights for all items must sum to 1.00.

3. Rate each factor from 5 (Outstanding) to 1 (Poor) in the **Rating** column based on how well your farm is positioned to take advantage of the opportunity or to deflect the threat.

4. Multiply each factor’s weight times its rating to obtain each factor’s weighted score in the **Weighted Score** column.

5. Use the **Comments** column for rationale used for each factor.

6. Add the weighted scores to obtain the total weighted score for the farm in the **Weighted Score** column. This tells how well the farm is responding generally to the factors in its external environment. The better positioned your farm resources are, the higher the rating will be. A three would indicate neither well or poorly positioned, just average. A number higher than three would mean that the business is doing well. A business with an overall rating of five would be responding to the respective environment in an outstanding way. Note that your business does not benefit from doing an activity well or having a skill or resource if that activity/skill/resource is not important.