

## IMPORTANCE OF ANALYTICAL SKILLS AFTER GRADUATION

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### Abstract:

Practice makes a man perfect. When it comes to analytical skills, this skill learned while doing, rather than in the classroom. Analytical skills are kind of problem-solving skills. They allow us to evaluate simple or complex problems. These skills are important in our job because they demonstrate our capacity to be an employee who can resolve problems on the job. Working on these skills will not only greatly improve our analytical skills but will also help us round out our resume and cover letter with key qualities that stand out to employers. At the end of the day, like any skill development, we have to do a lot of practice and application. Learn from everyday experiences. Practice our analytical skills until it comes naturally.

Key Words: Analytical Skills, solutions, quality, research, critical thinking, Attention to detail, Critical thinking ability, decision-making ability, researching skills, Observant, evaluation of the situation.

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Attention to detail: Improving the attention to detail skill by tuning into your environment and taking your time. We have to review our work before submitting it. The more time we give ourselves to produce quality work, the more we demonstrate how aptly we attend to details.

Critical thinking: Thinking critically is the ability to analyze a concept objectively, considering the facts and differing perspectives reach a sound, logical conclusion. To improve our critical thinking skills we have to know our biases and try to look past them, evaluate the facts of the situation and available data, generate possible solutions particularly out-of-box ideas and consider the short and long term consequences of implementing each solution. Critical thinking brings a creative solution to the table and helps the business to innovate and remain competitive.

Decision Making: This skill requires a careful evaluation of the situation in order to predict which choice will result in the best outcome.

Researching Skills: Conducting effective research requires analytical skills. We must be able to consider a problem in order to make a plan and define our research and collect data.

To improve our analytical skills, there are some strategies.

Be observant: We have to observe the people around us. Use as many of our senses, see what is happening around us. Actively engage our mind.

Read books: The key to improve our analytical skills is to keep our mind active and running.

Learn how things work: Instead of finding the solution, know how exactly certain things work. By scrutinizing how things work, we will have a better understanding of the process which is vital in stimulating our analytical skills.

Ask questions: According to Neuro Scientist Dr. Aracelli Carmago, “The more curious we are about a subject, the more it engages our cognitive functions such as attention and memory.”

Practice problem-solving skills: For every problem, there is a solution.

Think about the decision: Think hard and rationalize the decisions. We need to find the pros and cons of our decision. Rethink a bit more and we can finally decide.

These skills are important in our job because they demonstrate our capacity to be an employee who can resolve problems on the job. Working on these skills will not only greatly improve our analytical skills but will also help us round out our resume and cover letter with key qualities that stand out to employers. At the end of the day, like any skill development, we have to do a lot of practice and application. Learn from everyday experiences. Practice our analytical skills until it comes naturally.

References:

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