

Training Program

**BUSINESS ANALYSIS
PROFESSIONAL**



Introduction

Overview

This 4 days Business Analysis courses is specifically designed to help business analyst to standardize their process of collecting, documenting, analyzing, communicating and managing requirements from business users to the IT team. This course will be coached and guided with theory, industry best practices and practical exercises to help you learn effectively from experienced and passionate trainers.

Duration

4 – days workshop.

Program Objectives

Learning Objectives

By the end of the course participants should be able to:

- ❖ Understand the roles of the Business Analyst and apply critical knowledge and skills necessary to carry out the role successfully.
- ❖ Work with stakeholders to gather, elicit and validate different types and levels of requirement
- ❖ Define business problems and find their true cause
- ❖ Analyze, structure, and document requirements so that they are readily confirmed by your business stakeholders and usable by your project teams.
- ❖ Analyze and recommend solutions that bring benefits and value to the organization
- ❖ Effectively Manage requirements through the solutions life cycle
- ❖ Receive 35 Continuing Development Units to go towards your IIBA CCBA and CBAP Certification

Target Audience

This course is intended for those as below:

- ❖ Business Analyst
- ❖ Business Development
- ❖ Business Consultant
- ❖ System Architect
- ❖ Technical Architect
- ❖ Project Manager
- ❖ IT Manager
- ❖ Anyone who would like learning Business Analysis

Training Contents

Module 1: Core concepts of Business Analysis

- ❖ What is Business Analysis?
- ❖ Who is Business Analyst?
- ❖ Introducing six BABOK® 3 Guide knowledge areas
- ❖ The Business Analysis Core Concept Model™
- ❖ What are Business requirements
- ❖ What are Stakeholder requirements?
- ❖ What are Solution requirements
- ❖ What are Transition requirements?
- ❖ Who are the Stakeholders?
- ❖ Requirements and Designs

Module 3: Business Analysis Planning and Monitoring

- ❖ Allocating requirements resources and tasks
- ❖ Identifying team roles and responsibilities
- ❖ Performing stakeholder analysis
- ❖ Determining planning considerations
- ❖ Deciding how to manage requirements risks
- ❖ Agreeing to solution scope and change
- ❖ Quantifying project and product metrics

Module 2: Underlying competencies of BA

- ❖ Business knowledge
- ❖ Analytical thinking and Problem solving
- ❖ Business skills
- ❖ Tools and Technology skills
- ❖ Communication skills

Module 4: Elicitation and Collaboration

Communicating solution scope and requirements

- ❖ Addressing requirements traceability and reuse
- ❖ Building appropriate requirements packages

Managing conflicts, issues and changes

- ❖ Tracing requirements from origination to implementation
- ❖ Presenting requirements for approval and sign-off

Module 5: Requirements Life Cycle Management

Communicating solution scope and requirements

- ❖ Addressing requirements traceability and reuse
- ❖ Building appropriate requirements packages

Managing conflicts, issues and changes

- ❖ Tracing requirements from origination to implementation
- ❖ Presenting requirements for approval and sign-off

Module 6: Strategy Analysis

Defining the business problem or opportunity

- ❖ Identifying capability gaps
- ❖ Conducting feasibility studies
- ❖ Approving the business case

Charting the Changes investment path

- ❖ Defining solution scope
- ❖ Defining change strategy

Module 7: Requirements Analysis and Design Definition

Progressively elaborating the real requirements

- ❖ Structuring and specifying requirements
- ❖ Performing gap analysis
- ❖ Verifying and validating
- ❖ Stating solution capabilities, assumptions and constraints

Applying the appropriate modeling techniques

- ❖ Data and behavior models
- ❖ Process and flow models
- ❖ Usage models

Module 8: Solution Validation

Ensuring solutions meet stakeholder objectives

- ❖ Proposing alternate solutions and technology options
- ❖ Reviewing proposed solutions relative to requirements
- ❖ Allocating requirements across solution components
- ❖ Defining transition requirements for the new solution

Assessing organizational change readiness

- ❖ Validating that the solution meets the business need
- ❖ Creating training and user documentation
- ❖ Providing post-implementation support
- ❖ Evaluating solution performance after deployment

Key Features

- 32 hours of high quality learning
- Quizzes in the end of each chapter
- 4 Real life exercises and case study
- Learn from experience and passionate trainers
- Quick reference card, toolkits
- Course completion exams
- Apply the knowledge and technique to handle the role
- Invited to our professional community
- 35 PDU's Offered
- Certificate of Completion

