

Business Analysis Training Workshop

Duration: 3 days; Instructor-led

WHAT YOU WILL LEARN

Today more than ever the world is moving towards project-based work. The jobs of business analysts and solution builders are intermingled with project environments and management of projects. The Business Analysis training workshop has recognized the need to educate and certify the role of the business analyst as viewed through the lens of the project. They have highlighted specific knowledge areas, skills, and published materials which describe the value of business analysis to projects, and built the Business Analysis Professional certification around them.

Participants learn how a business analyst supports the project throughout the solution development life cycle, from defining business needs and solution scope to validating that requirements have been met in the testing phase and ensuring the solution continues to provide value after implementation. After completing this course, participants will fully understand the characteristics of the business analyst role and the components that comprise the profession of business analysis. Students will obtain a solid working vocabulary to enable effective communication about business analysis activities and deliverables across the project team.

METHODOLOGY

This program will be conducted with interactive lectures, PowerPoint presentation, discussion and practical exercise.

COURSE OBJECTIVES

- Improve your chances of success with the certification process
- Use practical, real-world methods for improving testing success
- Apply the learned processes when you manage a business analysis project in real life

- Use visual diagrams to guide you through any business analysis activity, with the related inputs and outputs relationships
- Produce needed models to initiate, plan, execute, business analysis projects in real life
- Understand business process analysis
- Requirement Management: Prioritizing requirements and displaying the cost-benefit involved, thereby getting stakeholder buy-in. These are skills needed for effective requirements management
- Processes: Capability to use a formal process to ensure requirements validation for projects
- Expectation: Having integration of requirements management and business analysis with project management
- Stakeholder Management: Collaborate with stakeholders to lead continuous flow of requirements

OUTLINES

Module 1 – Overview and Introduction to Business Analysis

- About Business Analysis
- Business Analysis Preparation Overview, Domains, Terminology
- Predictive Life Cycle
- Adaptive Life Cycle
- Business Analysis and Analyst
- Guide to Tools and Techniques
- Guide to Project Life Cycle Approaches

Module 2 – Business Analysis & Key Concepts Overview

- The role and competencies of the business analyst
- The Systems/Software Development Life Cycle (SDLC)
- Project & Requirements Life Cycle Management
- Requirements Engineering basics
- Levels of requirements, tool and techniques
- Perspectives, systems, processes, and actors



Module 3 - The Business Analysis Knowledge Areas

- Business Analysis Planning and Monitoring
- Elicitation & Collaboration
- Requirements Life Cycle Management
- Strategy Analysis
- Requirements Analysis & Design Definition
- Solution Evaluation

Module 4 - Business Analysis & Underlying Competencies

- Analytical Thinking and Problem Solving
- Behavioral Characteristics
- Business Knowledge
- Communication Skills
- Interaction Skills
- Tools and Technology

Module 5 - Business Analysis Techniques

- Elicitation & Collaboration techniques
- Diagramming and modeling techniques
- Root cause analysis techniques
- Acceptance and evaluation definition techniques
- Post-project assessment techniques

Module 6 - Business Analysis Skill & Continuous Improvement

- Competencies Skills and Knowledge
- Collaboration
- Communication
- Conflict Management
- Negotiation
- Facilitation
- Leadership
- Political / Cultural Awareness
- System Thinking