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## Business Analysis Foundations (Duration 4 days)

### Overview

The Business Analysis Foundations course is an intensive workshop covering the core competencies of a business analyst. Our course is a blend of theoretical content with the real life experience of a business analyst practitioner. Throughout the course you will learn about the role of a business analyst and the key skills/techniques using a combination of instructor lead presentations and practical workshop activities.

### Learning Objectives

- Gain an understanding of the role & value of a business analyst
- Understand the key knowledge, tools, techniques & skills of a business analyst
- Obtain planning and estimating skills for business analysis activities
- Gain an understanding of how to develop a Requirements Management Plan including the following key aspects.
- Understand different requirements elicitation techniques
- Gain an appreciation of requirements analysis and documentation including requirements modelling techniques
- Understand how requirements are used for solution assessment and validation
- Appreciate the importance of requirement management & communication throughout the product lifecycle

### Course Outline

#### Introduction to Business Analysis

- Overview
- Project & Product Lifecycle
- The role of a Business Analyst
- Professional Associations
- Certification Programs
- BABOK™
- The problem with IT projects and the value of a Business Analyst

#### Business Analysis Planning and Monitoring

- Overview
- Business analyst planning and work plan
- Stakeholder Identification
- Developing a Requirements Management Plan
  - Stakeholder Roles and Responsibilities
  - Requirements estimation
  - Requirements Management Process
  - Requirement Type Definition
  - Requirement Type / Artefact mapping
  - Naming and Numbering Convention
  - Requirements Prioritisation
  - Requirements Traceability
  - Requirements Versioning
  - Requirements Baseline
  - Communication Strategy for Requirement Changes
- Requirements Management Reporting (Metrics & measurement)





- Requirements Management Tools

## Elicitation

- Overview
- Requirements elicitation preparation
- Techniques
  - Analysing Documents
  - Interviews
  - Work Shadowing
  - Focal Groups
  - Workshops
  - Surveys
  - Brainstorming
  - Interface Analysis
  - Prototyping
  - Reverse Engineering
  - Scenarios
  - Storyboarding
- Requirements elicitation validation

## Requirement Management & Communication

- Overview
- Requirements scope
- Requirements traceability
- Requirements management and re-use
- Communicating requirements

## Enterprise Analysis

- Overview
- Role of the Business Analyst in Enterprise Analysis
- Business Need
- Whole Solution Thinking
- Research and Feasibility Study
- Business Case
- Benefits Realisation Planning

## Requirements Analysis

- Overview
- How Much Analysis is Enough?
- Analysis using a Requirements Model
  - Business Process Model
  - Functional Requirements with a Use Case Model
  - Business Domain Model
  - Interface Model
  - Non-functional Requirements
- Assumptions and Constraints

## Solution Assessment and Validation

- Overview
- Verifying and Validating Requirements
- Quality Requirements
- Solution Preparation & Evaluation
- Ranking Requirements
- Implementation
- Post Implementation Review (PIR)





**Cost**

\$2585 (GST inclusive) per person

**Schedule**

See <http://www.busanalysts.com.au/training/> for specific dates.

**Group Booking (max 10) we organise a course for your organisation**

**Cost**

Call/Email for costs (07) 3256 2154 or [info@busanalysts.com.au](mailto:info@busanalysts.com.au)

**Schedule**

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