
CBAP and CCBA Boot Camp (Duration 4.5 days)

Overview

The boot camp course is an intensive workshop covering the core knowledge area for 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 key knowledge areas of the BABOK® Version 3 and the key skills/techniques using a combination of instructor lead presentations and practical workshop activities.

This course is an IIBA approved course and automatically counts towards 32 of the required 35 Professional Development Hours (PDUs) and Continuing Development Units (CDUs) for certification and recertification respectively.

Learning Objectives

- Understand the role of a Business Analyst and the key knowledge areas of the BABOK®
- Understand why it is important to determine your approach to business analysis
- How to determine which activities are necessary to perform in order to complete a business analysis effort and why you need to plan for these tasks to help you manage BA performance
- Understand the importance of various stakeholder groups in eliciting requirements
- Learn how to properly prepare and validate for an elicitation session
- Understand the various techniques used to elicit requirements
- Understand the activities and considerations for managing and expressing requirements to a broad and diverse audience.
- Understand the role of a business analyst in Strategy Analysis and how this role supports the entire enterprise
- Understand the tasks and techniques used by a business analyst to analyse requirements in order to define potential solution components that will satisfy the stated stakeholder needs
- Understand the tasks and techniques used by a business analyst to ensure that the solution meets the business need and to facilitate their successful implementation
- Understand Exam Strategies and Tactics and Types of Exam Questions

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 and Collaboration

- Overview
- Requirements elicitation preparation
- Techniques
 - Analysing Documents
 - Interviews
 - Work Shadowing
 - Focal Groups
 - Workshops
 - Surveys
 - Brainstorming
 - Interface Analysis
 - Prototyping
 - Reverse Engineering
 - Scenarios
 - Storyboarding
 - Benchmarking and Market Analysis
 - Business Rules Analysis
 - Collaborative Games
 - Concept modelling
 - Data Mining
 - Data Modelling
 - Mind Mapping
 - Process Analysis
- Process Modelling
- Requirements elicitation validation

Requirement Life Cycle Management

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

Strategy 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 and Design Definition

- Overview
- 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

Agile Techniques

- Epics
- User Stories
- Story Decomposition
- Personas
- Link between Agile techniques and business process modelling
- Prioritising user stories (the interaction of story business value and story pointing with traditional prioritisation techniques)

Solution Evaluation

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

Exam Strategies and Tactics

- Introduction
- Types of Exam Questions
- Practice Questions