

## COURSE OUTLINE

Course Code: PM-BA



### Course Name: Business Analyst Bootcamp

DURATION	SKILL LEVEL	DELIVERY METHOD	TRAINING CREDITS	TECHNOLOGY
3 Day(s)	Foundation	In Class	N/A	Business Analysis

### Course Overview

This workshop will teach you the fundamental concepts and techniques of Business Analysis and will help you develop Business Analysis skills by practicing these techniques in simulated business situations in class. Business Analysis fundamentals include requirements analysis techniques, stakeholder management and communications.

Although Business Analysis techniques cover the whole lifecycle of change or project, this course will focus on the reasoning for change, the requirements for what the changes will result and measuring the impacts of change.

## **Prerequisites**

There is no Prerequisites for this course.

## **Target Audience**

Since Business Analysis tools can be applied throughout operations, anyone working in any part of the business (i.e. Projects, Quality, Customer Service, Sales, IT, Finance, etc.) may benefit from acquiring Business Analysis skills.

## Topics

### Introduction to Business Analysis

- Where can BA techniques be applied Basic Business Analysis methodology
- Problem/opportunity identification
- Alternatives assessment
- Scope definition
- Business case definition
- Stakeholder analysis

### Introduction to Managing

#### Requirements

- Requirements definition
- Types of requirements
- Business
- Solution
- Functional and non functional
- Transition

### Elicitation Techniques per phase of BA work (indicative list)

- Power/interest grid

- CATWOE
- Stakeholder wheel
- Scenarios
- User stories
- Use cases
- Business event
- Business process modeling
- Business rules

### Business Analysis Techniques

#### Overview: how to apply BA techniques through examples

- Stakeholders communication

### Business Analysis Techniques

#### Workshop

## Exams and Certifications

### At Course Completion

Attending this course, you will be able to:

- Understand the fundamental concepts and terms of Business Analysis
- Practice Business Analysis techniques in class
- Identify and select the most important Business Analysis techniques suited for your job
- Prepare templates based on the techniques presented in class to apply on the job
- Establish a communication plan between business and stakeholders

### What is Business Analysis?

We perform Business Analysis tasks daily. We discuss how to exploit business opportunities, address business problems, build a business case, define scope of solutions, and evaluate alternatives. In most cases, however, we do it ad hoc without any formal training and without stakeholders sharing a “common language” in what they are trying to accomplish.

Business Analysis offers management the tools and the methodologies to explain “why”, “what” and “how to” deliver any kind of service/ product or change.

Business Analysts help firms develop business cases, new products, systems, project scopes, and improve business processes or facilitate change throughout operations. The variety of solutions provided by Business Analysts fully reflects the diversity of the profession and the considerable career opportunities it provides.

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