

# Online Business Analysis Fundamentals

## Duration

4 sessions of 5 hours

## Intended for

- Those new to the business or systems analysis role
- Experienced analysts seeking formal training
- Non-information systems team members working with systems analysts
- Project Managers looking to improve their analysis skills
- Those who want to understand how to apply business analysis techniques to an agile working environment

## Prerequisites

To get the most out of this course you will need to have some understanding of basic business practice and the capabilities and limitations of computer systems

Gain the key skills needed to be a successful business analyst. This course is designed for those new to the analyst role or those with experience seeking formal training. You'll gain context for the role complete with a structured approach to provide value to your organisation. This includes understanding business analysis terminology, the business analysis lifecycle, and how to perform core business analyst activities such as engaging with stakeholders. You'll gain the fundamental skills needed to be a great BA including understand the integral parts of a business system and understanding the right solution for the right problem.

## Learning Outcomes

By the end of this course you will be able to:

- Understand the value the business analyst brings to an organisation
- Understand typical responsibilities and activities of the role, and the skills and knowledge needed to be successful in the role
- Understand some of the common pitfalls that can impact on the success in the role
- Understand what makes up a system and able to identify system components for analysis
- Understand the concept of scope as it applies to the analysis stage of a project
- Produce effective requirements
- Master the B5 as a technique used to refine understanding of a system's context
- Plan, conduct and follow up a structured investigative interview
- Understand the value of modelling
- Understand agile values, principles, requirements and the lifecycle and have practiced writing and elaborating good user stories and acceptance criteria
- Recognise different review types and effectively provide and receive useful feedback

## Content

- Introduction to business systems analysis
- Business systems analysis overview
- Planning and scoping
- Effective requirements
- Business systems elements B5
- Elicitation
- Interviews
- Modelling overview
- User stories
- Reviews and feedback

## Method Used

Lecturing is kept to the minimum necessary, most of the learning is achieved by applying the practices and techniques in group exercises and a case study.

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## Certification:

The role of the Business Analyst IIBA accredited: This course is endorsed by the International Institute of Business Analysis (IIBA) and is aligned with the Business Analysis Body of Knowledge® (BABOK®). This course will contribute 20 professional development units (PDUs) towards the IIBA certification requirements for ECBA, CCBA, CBAP and CBATL. Please note the PDU requirements may vary between certifications, please check the IIBA website for full certification requirements. SoftEd's EEP number for this course is E48087-003.

Project Management Institute (PMI)® accredited course: This course is accredited with PMI® and will contribute 20 professional development units (PDUs) towards your chosen certification.

## Delivery:

Our LiveOnline delivery is over four days (each five hours in duration). The instructor is 100% live and interaction and learning objectives are the same as our in-person classes with the added benefit of being able to take this course from your home, your office or your home office. Since this class is delivered over half-days it allows for greater flexibility and leaves you with time each day for other work or activities.