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# **Business Analysis Essentials with Exam**

Varighed: 3 Days Kursus Kode: GK2919 Leveringsmetode: Company event (Firmakursus)

### Beskrivelse:

Understand the business analyst's role and responsibilities in a successful project. In this introductory course, you'll delve into the role and responsibilities of the business analyst (BA)- the communication link between all business areas and a critical player in project success. Learn techniques for ensuring project success every step of the way-from identifying and analyzing potential projects to making sure that the final project product meets the requirements you identified. Through hands-on exercises, you'll learn to define the scope of work and master requirements-gathering techniques that will work for a variety of projects and audiences. You'll consider the unique needs of customers, stakeholders, and the IT department as you work toward building, documenting, communicating, and managing requirements.

### Firmakursus

Med et firmakursus bliver jeres it-kompetenceudvikling målrettet jeres behov. Det betyder, at vi hjælper med at finde og sammensætte det helt rigtige kursusindhold og den helt rigtige form. Kurset kan afvikles hos os eller kunden, standard eller virtuelt.

### Målgruppe:

Systems analysts, business analysts, requirements analysts, developers, software engineers, IT project managers, project managers, project analysts, project leaders, senior project managers, team leaders, program managers, testers, and QA specialists.

## Agenda:

- What You'll Learn
- Role and importance of the BA
- Vocabulary standards and business analysis practices through the use of the IIBA A Guide to the Business Analysis Body of Knowledge (BABOK Guide)
- Plan BA requirements activities
- Elicit requirements from stakeholders, with an emphasis on interviews
- Analyze stated requirements, with an overview of modeling techniques
- Document requirements for different types of projects

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- Verify and validate requirements
- Elements of requirements management and communication and the BA's role in them
- Elements of solution verification and validation and possible BA roles
- Enterprise analysis: choosing appropriate projects
- Necessary competencies and best practices of BAs
- Waterfall, incremental, and agile lifecycles and how they change BA practices

### Forudsætninger:

There are no prerequisites for this course.

# Yderligere Kurser:

GK2964, Business Analysis: Requirements Development, Documentation and Management

# Indhold:

- 1. Introduction to Business Analysis
- Importance of Effective Business Analysis
- Role of the BA
- Standardization and Adaptability
- Vision and Scope Document
- Types of Requirements
- Stakeholders
- Business Analysis Plan
- Iterative approach
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- Structured Testing
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- Role of the BA
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**Modeling Techniques** 

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- Identify the Change Authority
- Traceability and Its Uses
- Requirements Attributes
- Requirements Communication
- Purposes of Validation
- Find defects
- Prove compliance to requirements
- Test Cases and Test Suites
- Challenges in Testing
- Structured Testing
- Role of the BA in Solution Validation: the V Model
- Solution Acceptance and Project Close-Out
- Role of the BA on the Enterprise Analysis Team
- Steps in Enterprise Analysis
- Define the business need
- Techniques for root cause analysis
- Assess capability gaps
- SWOT analysis
- Determine the solution approach
- Define the solution scope
- Define the business case
- Contents of business case
- Who does what?: the BA's limited role in developing a business case
- BA Necessary Competencies
- Analytical thinking and problem solving
- Behavioral characteristics
- Business knowledge
- Communication skills
- Interaction skills
- Software application knowledge
- Best Practices

- Prototype
- Document analysis
- Business rules analysis
- Reverse engineering
   Product trials
- Using Analysis to get Stakeholder Feedback and Verify and Validate Developing Requirements

Analytical thinking and problem solving

Behavioral characteristics

Software application knowledge

Focus on process improvement

Apply progressive elaboration

Use the investigative approach

Effects on business analysis

Standardization and Adaptability

Requirements workshop: Requirements

Requirements workshop: JAD session

Vision and Scope Document

Types of Requirements

Business Analysis Plan

Iterative approach

Formalize business analysis through

Improve communication through modeling

Business knowledge

Communication skills

Use iterative analysis

Interaction skills

Best Practices

Check as you go

Adopt traceability

standardization

Life Cycle Models

Leadership Skills

IT Knowledge

Role of the BA

Stakeholders

Techniques

Focus aroups

Brainstorming

Document analysis

Business rules analysis

Using Analysis to get Stakeholder Feedback and Verify and Validate

Value of Modeling Techniques in Analysis

**Developing Requirements** 

Reverse engineering

Modeling Techniques

Organizational model

Process/flow models

Types of Requirements

**Business Rules Analysis** 

**Prioritizing Requirements** 

Verifying and Validating Requirements

Writing for Usability and Comprehension

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Location model

Use case models

Data models

State model

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Observation

Survey

Prototype

Product trials

Interviews

meeting

Problem-Solving Skills

Business Knowledge

Waterfall

Agile

Incremental

- Value of Modeling Techniques in Analysis
- Modeling Techniques
- Organizational model
- Location model
- Process/flow models
- Use case models
- Data models
- State modelTypes of Requirements
- Business Rules Analysis
- Prioritizing Requirements
- Verifying and Validating Requirements
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   Defects
- Components of a Formal Requirements Document
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Contents of business case

developing a business case

BA Necessary Competencies

Behavioral characteristics

Software application knowledge

Business knowledge

Communication skills

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Interaction skills

Techniques for root cause analysis

Determine the solution approach

Who does what?: the BA's limited role in

Analytical thinking and problem solving

Assess capability gaps

SWOT analysis

- Use iterative analysis
- Focus on process improvement
- Apply progressive elaboration
- Check as you go
- Use the investigative approach
- Adopt traceability
- Formalize business analysis through standardization
- Improve communication through modeling
- Life Cycle Models
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- Incremental
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- Effects on business analysis
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- Best Practices
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Use the investigative approach

Effects on business analysis

Formalize business analysis through

Improve communication through modeling

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Business knowledge

Communication skills

Use iterative analysis

Interaction skills

Best Practices

Check as you go

Adopt traceability

standardization

Life Cycle Models

Leadership Skills
 Problem-Solving Skills

IT Knowledge

11. Case Studies

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Business Knowledge

Waterfall
Incremental

Agile

Who does what?: the BA's limited role in developing a business case

Analytical thinking and problem solving

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- IT Knowledge

#### 12. Exercises

# Flere Informationer:

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