

# € TRAINING

Business Analysis



# Business Analysis

## Introduction:

Business Analysis is the planning, eliciting, analyzing, communication, and management of the logical requirements of a business before a business information system is designed and built. Business analysis requires specialized knowledge and skills. The process of identifying and defining business requirements is very different from applying technology to address business requirements. Participants will gain knowledge of the best practices and methods for analyzing the enterprise, planning and monitoring business analysis activities, eliciting requirements, analyzing requirements, managing and communication requirements, and assessing and validating business solutions.

## Course Objectives:

At the end of this course the participants will be able to:

- Understand the Role of the Business Analyst.
- Plan Business Analysis Activities.
- Analyze Enterprise Requirements.
- Understand how to Manage and Communicate Requirements.
- Define the Solution Scope.
- Identify Stakeholders.
- Write Effective Requirements.
- Manage and Communicate Requirements.
- Assess and Validate the Resulting Business Solutions..

## Targeted Audience:

- Managers
- Business analysts
- HR Professionals
- IT Professionals

## Course Outlines:

### Unit 1: Introduction to Business Analysis:

- The role of the Business Analyst
- The Business Solutions Life Cycle BSLC
- Selecting the right Business Analysis Techniques
- The essentials of enterprise analysis
- Developing a Business case
- Defining Solution Scope

## Unit 2: Analyzing Requirement:

- Identifying system users and other stakeholders
- The Architecture Framework
- Introduction to Modelling Concepts
- Modeling Data Requirements
- Business Process Modelling for Business Analysis
- Writing Requirements

## Unit 3: Eliciting Requirements:

- Interviewing Methods
- Observing Business Activity
- Using Questionnaires
- Document Analysis and Observation
- Workshop Facilitation Techniques

## Unit 4: Managing and Communicating Requirements:

- How to Manage Conflicts and Issues
- Managing Requirements Change
- Maintaining Solution Scope
- Communicating Requirements to Stakeholders
- Gaining Knowledge from Projects

## Unit 5: Solution Assessment and Validation:

- Assessing solutions that best fit the requirements
- Identifying Gaps and Shortcoming
- Determining Workarounds and Changes
- Assessing the Performance of the Proposed Solution
- Carrying out User Acceptance Testing