

€ TRAINING

Business Analysis Within a
Project Environment





Business Analysis Within a Project Environment

Introduction:

The Business Analysis Within a Project Environment program is a specialized training program aimed for providing professionals with the knowledge and skills necessary to perform business analysis within the context of project management. Through a blend of theoretical concepts and practical exercises, this program equips individuals with the tools needed to effectively bridge the gap between business needs and project deliverables in diverse project environments.

Program Objectives:

At the end of this program, the participants will be able to:

- Understand how a business analyst acts as an intermediary managing the interests and needs of both the business/project management and IT communities.
- Learn how to use a systematic approach based on "A Guide to the Business Analysis Body of Knowledge® BABOK® Guide" Version 2.0 and "A Guide to the Project Management Body of Knowledge PMBOK® Guide" 5th Edition.
- Understand and apply the systematic framework for conducting business analysis activities through the phases of the business analysis life cycle.
- Provide best practices and theory with practical tools and techniques that can be applied immediately in your own organization.

Targeted Audience:

- Managers.
- Business analysts.
- HR Professionals.
- IT Professionals.

Program Outline:

Unit 1:

Business Analysis Planning Monitoring:

- Understanding Business Analysis and Project Management Contexts, Key Concepts, and Knowledge Areas.

- Introduction to Tasks, Techniques, and Sources of Information for Business Analysis.
- Integration of Business Analysis into the Project Plan, including Identifying Relevant Stakeholders.
- Determining Activities, Deliverables, Resources, and Measures within the Project Scope.
- Approving Requirements, Managing Scope Changes, and Ensuring Quality Work.
- Tracking Progress, Assessing Performance, and Reporting on Project Quality.
- Engaging with Stakeholders and Communicating Effectively Throughout the Project Lifecycle.

Unit 2:

Requirements Elicitation Management Communication:

- Ensuring Clear, Correct, and Consistent Requirements through Stakeholder Engagement and Confirmation.
- Drawing Information from Stakeholders and Recording it Effectively for Confirmation.
- Managing Stakeholder Consensus for Scope and Requirement Alignment.
- Effective Management of Objectives, Requirements, Deliverables, and Component Relationships.
- Post-Implementation Knowledge Management of Requirements for Future Iterations.
- Ensuring Stakeholder Understanding and Usability of Requirements through Communication Strategies.
- Facilitating Productive Workshops and Delivering Effective Presentations to Engage Stakeholders.

Unit 3:

Enterprise Analysis Requirements Analysis:

- Identifying the Need for Organizational Change and New Capabilities.
- Defining Solution Scope, Building the Business Case, and Assessing Investment Justification.
- Prioritizing and Organizing Requirements for Effective Implementation.
- Specifying and Modelling Requirements to Ensure Clarity and Alignment.
- Addressing Assumptions and Constraints in Requirement Definitions.
- Verifying and Validating Requirements to Ensure Accuracy and Suitability.
- Conducting Solution Assessment and Validation to Confirm Project Success and Alignment with Organizational Goals.

Unit 4:

Developing Business Analysis and Project Capabilities:

- Analytical Thinking and Problem Solving.
- Behavioral Characteristics.
- Business KnowledgeCommunication Skills.
- Interaction and Conflict Resolution Skills.
- Risk, responsibility, and skills analysis.
- Time Management.
- Case Study.

Unit 5:

Business Analysis and Project Management:

- Project Scope, Schedule and Metrics.
- Team Development.
- Power and Influence.
- Business Analysis in a Project Environment.
- Personal Planning.
- Commitment to Action.