

Business Analyst Course Syllabus (Reference ->IIBA – BABOK)

1. COURSE INTRODUCTION – Week 1 (Saturday) –4 hrs

- 1.1 DEFINING THE SIX KNOWLEDGE AREAS OF BABOK
- 1.2 DEFINING THE SKILLS OF A BUSINESS ANALYST

2. ENTERPRISE ANALYSIS –Week 1 (Sunday) –4 hrs

- 3.1 CREATING AND MAINTAINING THE BUSINESS ARCHITECTURE
- 3.2 CONDUCTING FEASIBILITY STUDIES
- 3.3 DETERMINING PROJECT SCOPE
- 3.4 PREPARING THE BUSINESS CASE
- 3.5 CONDUCTING THE INITIAL RISK ASSESSMENT
- 3.6 PREPARING THE DECISION PACKAGE
- 3.7 SELECTING AND PRIORITIZING PROJECTS
- 3.8 TRACKING PROJECT BENEFITS

3. REQUIREMENTS PLANNING AND MANAGEMENT Week 2 (Saturday) – 4 hrs

- 3.1 UNDERSTAND TEAM ROLES FOR THE PROJECT
- 3.2 DEFINE WORK DIVISION STRATEGY
- 3.3 RISK ANALYSIS
- 3.4 SELECT REQUIREMENTS ACTIVITIES
- 3.5 ESTIMATE REQUIREMENTS ACTIVITIES
- 3.6 MANAGE REQUIREMENTS SCOPE
- 3.7 MANAGE REQUIREMENTS CHANGE

4. REQUIREMENTS ELICITATION – GATHERING, ANALYSIS, DOCUMENTATION, AND COMMUNICATION- Week 2 (Sunday) – 6 hours

- 4.1 ELICIT REQUIREMENTS THROUGH BRAINSTORMING, DOCUMENT ANALYSIS, FOCUS GROUP, INTERFACE ANALYSIS, INTERVIEW, OBSERVATION, PROTOTYPING, WORKSHOP, REVERSE ENGG, AND SURVEY
- 4.2 ANALYZE USER, FUNCTIONAL NON FUNCTIONAL REQUIREMENTS
- 4.3 RECOGNIZE ASSUMPTIONS AND CONSTRAINTS
- 4.4 DOCUMENT REQUIREMENT ATTRIBUTES
- 4.4 CREATE REQUIREMENTS COMMUNICATION PLAN
- 4.5 MANAGE REQUIREMENTS CONFLICTS
- 4.6 DETERMINE APPROPRIATE REQUIREMENTS FORMAT
- 4.7 CONDUCT A FORMAL REQUIREMENTS REVIEW
- 4.8 OBTAIN REQUIREMENTS SIGNOFF

5. SOLUTION ASSESSMENT AND VALIDATION - Week 3 (Saturday and Sunday) – 6 hours

- 5.1 EVALUATE TECHNOLOGY OPTIONS
- 5.2 FACILITATE THE SELECTION OF A SOLUTION
- 5.3 ENSURE THE USABILITY OF THE SOLUTION
- 5.4 SUPPORT THE QUALITY ASSURANCE PROCESS
- 5.5 SUPPORT THE IMPLEMENTATION OF THE SOLUTION
- 5.6 POST IMPLEMENTATION REVIEW AND ASSESSMENT

6. TOOLS OVERVIEW -Week 4 (Saturday and Sunday) – 8Hours

- 6.1 UML - UNIFIED MODELING LANGUAGE - DATA, BEHAVIOR AND USAGE MODELS
- 6.2 MS VISIO - PROCESS/FLOW MODELS
- 6.3 MS ACCESS/SQL – QUERYING THE DB USING BASIC COMMANDS

7. DOMAIN KNOWLWDGE (FINANCE) + INTERVIEW QUESTIONS, TIPS ON PRESENTATION AND COMMUNICATION SKILLS – Week 5 (8 Hours)

Total Hours: 40