alc

BUSINESS ANALYSIS FOUNDATION

DURATION: 4 DAYS

BUSINESS ANALYSIS

Whether or not the role of the BA / Internal IS Consultant is explicitly defined, key team members must be versed in the techniques and tools of BA to successfully bring about change. This course comprehensively overs the principles and techniques of Business Analysis as mandated by BCS, The Chartered Institute for IT (formerly British Computer Society). The certificate is relevant to anyone requiring an understanding of Business Analysis including business analysts, business managers and their staff, business change managers, project managers, system developers.

WHO SHOULD ATTEND

This course is relevant to anyone requiring an understanding of Business Analysis including:

- Business Analysts
- Business Managers
- Business Change Managers
- Project Managers
- System Engineers.

LEARNING OUTCOMES

The aim of this course is for each participant to be able to:

- Understand the roles and responsibilities of Business Analysts
- Be familiar with best practices in Business Analysis and Requirements definition
- Attain new skills to successfully develop, manage, and communicate business requirements and be a productive and contributing member of the Organisational team

The certificate covers a broad range of principles and techniques within the sphere of Business Analysis, consisting of 8 modules: What is Business Analysis, Developing the Business case, Defining the Business Problem or Opportunity, Modelling the Future State, Root Causes of Problems, Distilling the Requirements from Models, Solution Vision and Scope, Requirements Definition and Documentation.

COURSE CONTENTS

1. **INTRODUCTION TO BUSINESS ANALYSIS**
   - The origins of business analysis
   - The development of business analysis

2. **THE COMPETENCIES OF A BUSINESS ANALYST**
   - Behavioural skills and personal qualities
   - Business knowledge

3. **STRATEGY ANALYSIS**
   - The definition of strategy
   - The process model

4. **THE BUSINESS ANALYSIS PROCESS MODEL**
   - An approach to problem-solving
   - The process model

5. **INVESTIGATION TECHNIQUES**
   - Interviews
   - Workshops

6. **STAKEHOLDER ANALYSIS AND MANAGEMENT**
   - Stakeholder categories and identification
   - Analysing stakeholders

7. **MODELLING THE BUSINESS SYSTEM**
   - Soft systems methodology
   - Documenting business situations
   - Business perspectives

8. **BUSINESS PROCESS MODELLING**
   - Defining of business process modelling
   - The importance of business process modelling
   - The business process modelling technique

9. **REQUIREMENTS ENGINEERING**
   - Problems with requirements
   - Building the requirements list
   - Requirements analysis

10. **MODELLING THE IT SYSTEM**
    - Modelling system functions
    - Modelling system data

11. **MANAGING THE INFORMATION RESOURCE**
    - Managing data resources
    - Valuing and classifying data
    - Data modelling

12. **MAKING A BUSINESS AND FINANCIAL CASE**
    - The business case in the project lifecycle
    - Identifying options
    - Structure of a business case

13. **MANAGING BUSINESS CHANGE**
    - Introducing a new system
    - Emotions and the change process
    - The need for change management
    - The change process

GET AHEAD OF THE GAME
GET CERTIFIED

1300 767 592
customerservice@alc-group.com
alctraining.com.au

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@alcgroup

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ALC is accredited by BCS to delivery Business Analysis Foundation Training