Job Ready Business Analysis Training Program

Business Analysis is a set of tasks and techniques used to work as a liaison among stakeholders in requirements management for a software project. Business Analysis ensures that the customer, end user, and developers have a common understanding of software project requirements.

Those who pursue a career as a business analyst work alongside management professionals to examine a business' or project's productivity, plan business goals and objectives, analyses past business data, and evaluate quality control aspects of a business.

The business analyst and profession has had to adapt and include a wider set of tools and techniques in the professional portfolio. The skill set of a business analyst will still be needed in the future, the role title may change or evolve (to specialize in some areas) but the core skills and principles will still be needed in years to come.

If you are interested in getting a good understanding on the business analysis skills set or to understand what does a business analyst do – This program is suitable for you. You can take the Business Analysis Skills training program and learn more about business analysis. If you have some experience and wishing to get a more in depth understanding and perhaps even seek certification this program is also going to help you become a business analyst.

Our course, in general, is equipped with:

15+ hours of sessions

Business scenarios & case-based approach

10+hours of assignments making it one end-to-end project implementation

10+ hours of second real-time project implementation

1 on **1** Counselling for job support

Total duration of the course is close to 40+ hours.

Key Differentials

1. **Topic-wise Study Material**

2. **Business Scenarios & Quizzes**

3. **Session Recordings –** Life time access to session recordings to each of the participant.

4. **Dynamic Curriculum –** Any topic which is not part of the curriculum will be included as part of training program, if specific requirements by the trainee.

5. **Topic-wise Case Studies**

6. **Case Study –** 1 Live case study solution

7. **Project Work** - 1 complete life cycles implementation

8. **Tools -** all the tools a BA generally use - train on how to use any BA tool so that learner can practice and get expert with them. At the same time get to know how to work any other similar tools available in the industry. Licensed version of Tools will be given to trainees for practice.
   a. Atlassian JIRA
   b. Microsoft VISIO
   c. Microsoft Office 360
   d. Others

9. **Business Analysis Artifacts Samples – Few Examples**
   a. Business Requirement Document
   b. Functional Specification Document
   c. Stakeholder Analysis Template
   d. RACI Matrix
   e. Business Analysis Communication Plan
   f. Requirement Traceability matrix
   g. Use case Document
   h. Project Plan
   i. Project Estimation Sample
   j. Business Analysis techniques Samples

10. **Resume Help -** From day one, discuss on making BA resume without using any face things.

11. **Interview Help -** From day one, help with interview questions, what kind of questions, how to defend them, how to prepare, etc.

12. **BA Certifications Help** – Trainees will be counselled for IIBA and other BA Certifications.

13. **Life Time Access to Resources**

14. **Certification -** at the end of the course, a course completion certificate will be awarded.

Online Delivery Model

These live instructor-led-sessions will be delivered through Internet via Zoom meeting services or any similar virtual class room mode infrastructure.

Curriculum

Unit 1: Introduction to Business Analysis

- Introduction to Business Analysis
- Importance of Effective Business Analysis
- Business Composition and Architecture
- Business Analyst – Who, What, Why?
- Roles and Responsibilities of a Business Analyst
- BA – qualities, skills, roles, responsibilities
- Need for a Business Analyst
- Standardization and Adaptability
- Importance of Communication/Collaboration
- Project Team
- Importance of Business Analyst in the Project Team
- Business Analyst Career Path

Unit 2: SDLC Lifecycle

- Requirement Gathering
- Analysis
- Design
- Implementation
- Testing
- Deployment
- Role of BA in each phase and deliverables
- SDLC Models – Waterfall, Agile, Iterative, V-Model. Spiral

Unit 3: Stakeholder Analysis

- Who is a Stakeholder?
- Types of Stakeholders
- Importance of Stakeholder
- Stakeholder Identification – Onion Diagram
- Stakeholder Identification – Wheel
- Stakeholder Classification – Power Influence Matrix
- Stakeholder Engagement Techniques – Power/Influence Vs Interest
- Stakeholder RACI Chart, its preparation through Visio
- Stake Holder Persona
- Stakeholder Alignment and Sponsorship
- Managing Internal stakeholders
- Preparing Stakeholder map through Excel Analysis

Unit 4: Business Process Analysis

- Product vs Service, Static vs Dynamic
- Technical vs System
- 80/20 Rule, Moore's Law
- Client Software – why, how, when, who, where As
- Is – To Be Analysis
- Gap Analysis
- Project Scope
- Root Cause Analysis
- Five Why's technique
- SWOT Analysis

Unit 5: Requirements & Design

- What is a Requirement
- Attributes of Requirements
- Characteristics of Requirements
- Types of Requirements
- Business Requirements
- User Requirements
- System Requirements
- Functional Requirements
- Non-Functional Requirements
- Implementation Requirements
- UI Requirements
- Requirement & Design

Unit 6: Requirements Life Cycle Management

- Classifying Requirements Prioritizing
- Requirements Requirements
- Validation Requirements Walkthrough
- Principles, Constraints, Techniques
- Document Analysis
- Observation, Job Shadowing
- Models, Scenarios, Context Diagrams
- Surveys & Questionnaire
- Interviewing
- Brainstorming & Focus Group
- Wire Framing & Prototyping
- JAD – Joint Application Development
- Requirements Workshop
- BRS, BRD, BSD, URS, URD, USD, FRS, FSD, FRD, NFR, SRS
- Writing Functional Specifications Document
- Rules, problems, use of terms, structure RTM -
- Requirements Traceability Matrix
- Requirements Change Management
- Requirements Risk Management
- Impact Analysis
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Unit 7: Agile

- Fundamentals of Agile & Scrum
- Agile Manifesto
- Scrum Values
- Scrum Framework
- Sprint
- Scrum Roles – Product Owner, Scrum Master, Scrum Team
- Understanding BA role in Scrum
- Scrum Ceremonies: Daily Stand-up Meeting/Sprint Review/Sprint Retrospective/Sprint Planning
- Product Backlog Grooming (Project)
- Writing User Stories (Activity based) Understanding
- Acceptance criteria in a user story

Unit 8: Understanding Agile Estimation and Metrics

- Sprint Planning meeting using Planning Poker
- Purpose of Metrics - velocity
- Burndown charts
- Creating a Burn down chart – Activity
- Defect Management in Agile
- Writing a test case (Activity)
- JIRA - Project Management tool in Agile
- Distributed Delivery Models in Agile

Unit 1: User Acceptance Testing & QA Support

- Software Testing and its importance
- Black Box, Box and and Grey Box Testing
- Manual and Automation Testing
- Automation Testing Tools : Silk, Load runner
- Successful User Acceptance Testing for the IT Business Analyst
- Software Testing at the client site for every release

Unit 9: Microsoft Visio

- Importance of MS Visio
- MS Visio Versions and Add Ons
- What Visio can do for IT Business Analysts
- Starting MS Visio
- Various Visio File Types and Extensions
- Visio Ribbons, Menu and Pages
- Utilizing, Creating and Mastering Visio Shapes
- Creating and Utilizing Visio Stencils
- Mastering Visio Connectors
- Mastering Visio Pages
- Preparing Wireframes & Screen Mockups
- Preparing Website maps

Trainer's Profile

- 15+ years of professional experience in IT industry
- Varied domain knowledge
- Excellent working knowledge of most of the technologies
- Highest Degree – MBA
- 8+ years of experience in training Business Analysis – both Internal & External trainees
- Apart from BA experience, trainer possess very good knowledge on Project Management, Agile
- Discuss more real-time scenarios, create more troubles and make you troubleshoot them, build confidence
- en on helping students by going beyond few miles.

Contact Details

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