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Business Analysis

19 - 23 May 2025

Amsterdam (Netherlands)

course code: M1145 From: 19 - 23 May 2025 Venue: Amsterdam (Netherlands) - course Fees: 4500 Euro

Introduction

Business Analysis is the planning, eliciting, analysing, communication and management of the logical requirements of a business before a business information system is designed and built

Business analysis requires specialised 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 analysing the enterprise, planning and monitoring business analysis activities, eliciting requirements, analysing requirements, managing and communication requirements and assessing and validating business solutions

Version 2.0 of the Business Analysis Body of Knowledge (BABOK) will be used for delivery of the course. Delegates attending the course are entitled to 25 Continuing Development Units (CDUs)

Objectives

This course aims to enable participants to achieve the following objectives:

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

Training Methodology

State-of-the-art business analysis methods and techniques are transferred by means of short, focused presentations which are followed by experiential learning workshop sessions. In these sessions the knowledge gained is applied to real-world examples and case studies. Rapid learning of the methods and techniques is achieved by means of group work, individual work, participant discussion, facilitator interaction and constructive feedback

Organisational Impact

- Improved integration between the business and the information technology department of

the organisation
- The correct fit between the requirements of the organisation and information systems that are developed or procured
- Reduced information technology development risk, costs and time overruns
- Improved quality of information technology projects

Personal Impact

Delegates will achieve the following byt attending this course

- Be able to work effectively in a solutions development project
- Have the ability to confidently elicit business requirements from business users and other stakeholders
- Be able to identify the essential requirements of the business at all levels
- Effectively communicate business requirements to stakeholders

SEMINAR OUTLINE

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

Analysing Requirement

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

Eliciting Requirements

- Interviewing Methods
- Observing Business Activity
- Using Questionnaires

- Document Analysis and Observation
- Workshop Facilitation Techniques

Managing and Communicating Requirements

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

Solution Assessment and Validation

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