



**Course Title: Business Analysis Training**

**Course Duration: 08 Weeks**

**Course Cost: \$1,799.00**

**Course Instructor: TBA**

**Class Days: Mon, Tues & Thurs**

**Class Time: 08:00 - 10:00 PM**

**Course Code: QA-BBA16**



New Jersey (973) 343-9066  
555 Preakness Ave  
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Virginia (703) 674-7919  
12010 Dumfries Road  
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New York (347) 237-6081  
1130 Rosedale Ave  
Bronx, NY 10472

# COURSE Details for Business Analysis Training:

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The business analyst role has evolved from that of a business procedures analyst to that of a business liaison between the non-technical user community and the technical solution providers. This course provides proactive, introductory coverage of the knowledge and skills essential to business analysts today and the foreseeable future.

This boot camp-style course will help you to gain the foundational skills to perform the role of a business analyst (BA) in both waterfall and agile environments. You will learn how to plan business analysis activities; as well as the basics of eliciting, analyzing, modeling, and writing requirements. Learn how to verify and validate product requirements, gain approval, and manage the requirements through the life cycle of the project. Understand the BA role in the design, development, and testing phases of a project. Gain new perspectives through hands-on, interactive group activities led by subject matter experts. Enhance your experience through videos, discussions, and reflections. Get tools, templates, and samples to continue your learning and practice after class.

## Who Should Attend

- College Graduates.
- New business analysts.
- Experienced business analysts looking to update their skills and understanding of their role.
- Experienced Software Tester/ IT Professional looking to update their skills and understanding of their role.
- Project managers who incorporate business analysis roles in their projects.
- Managers that have business analysts on their staff.
- Individuals with a general understanding of database concepts and programming and systems development.

## Hours & Delivery Method:

- 36 hours of BA training, interview preparation & placement assistance.
- Two months intensive coaching for your Business Analysis Career
- **Delivery Method:** Online & Classroom

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## WHAT YOU'LL LEARN

- Role and importance of the BA
- Plan BA requirements activities
- Describe the relation between projects and processes
- Elicit requirements from stakeholders, with an emphasis on interviews
- Analyze stated requirements, with an overview of modeling techniques
- Document requirements for different types of projects
- Verify and validate requirements
- Learn the communications processes and how they can impact project requirements
- Elements of requirements management and communication and the BA's role in them
- Determine each participant's communications style (BEST profile) and how that understanding can help in eliciting requirements
- Elements of solution verification and validation and possible BA roles
- Enterprise analysis: choosing appropriate projects
- Necessary competencies and best practices of BAs
- Waterfall, incremental, and agile lifecycles and how they change BA practices
- Gather and document user requirements using the following techniques
  - Interviews
    - Collaborative sessions
    - Prototyping
    - Using the Work Breakdown Structure
    - Use case basics
    - Business process analysis
- Modeling the business
- Fundamentals of Process Modeling
- Requirements validation through Data Modeling
- Testing fundamentals and quality assurance

## Course Outline

### 1. Overview

BA Responsibilities  
Communications  
Information distribution  
Communications styles  
Documentation strategy

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## **2. Requirements Gathering**

Levels of requirements on a project  
Identifying needs vs. wants  
Techniques for gathering requirements  
Interviewing  
Prototyping  
Use Cases  
Collaborative Workshops  
Work Breakdown Structure  
Business Process Analysis  
Use Cases  
Ranking requirements

## **3. Modeling**

Business Process Analysis  
Business Process Improvements (BPI)  
Business Process Reengineering (BPR)  
Data Modeling  
Fundamentals  
Entity Relationship Diagrams

## **4. Fundamentals of testing**

Testing strategy  
Ensure project quality and quality of the product  
Test scripts

## **5. Templates**

Software/Product Requirements Outline  
Use Case Template  
Test Plan Template

## **6. Practical Application Sessions**

Determine your own Communication Style  
Interview a project sponsor  
Develop Use Cases and a Use Case Diagram  
Gather requirements while developing a Work Breakdown Structure  
Create a Business Process model  
Design and facilitate a Requirements-Gathering session  
Develop a high-level Requirements Document  
Develop an Entity Relationship Diagram  
Create a Project Test Plan

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