About the Course:

Business Analysis the practice of enabling change in an organizational context, by defining needs and recommending solutions that deliver value to stakeholders.

Business analysis demands creativity, rigorous analytical thought, and the ability to work well with people. Use these tools to assess your knowledge, plan your career, and understand the skills needed to perform effectively as a business analysis professional. Whether you are looking for a new career, new job opportunities, are a student, or are an individual who manages business analysis professionals will demonstrate that you have a solid understanding of the key fundamentals of business analysis.

Scope of the course:

The global Business Analytics Market is expected to reach USD 103.65 billion by 2025, at a CAGR of 7.3% making it one of the fastest growing digital skill. The prospects for a career in business analysis are promising and growing. The business analysis profession is one of the highest growing occupations right now with 14% industry growth projected between 2014-2024*. Business analysis is both a role and a discipline. Business Analysts and professionals of many different titles use business analysis to enable successful change in an organization.

Cert4upro's Offerings:

Cert4upro's Business Analysis training courses move from the fundamentals to user requirements, to Agile and modeling. Business Analysts can get the real-world, essential business skills needed to plan business analysis activities throughout the project lifecycle.

Who can do this Course:

- Business Professional
- Project Manager
- Solutions Architect
- Developer
- System Analyst
- Mid-Level IT Professionals
- Marketing/ Healthcare/ Domain based professionals who wish to apply analytics
- Anyone who want you pursue their career in Business Analyst

Tools Covered: Jira, Trello, Microsoft Visio, Draw.io, Figma, Balsamic**,** Matrix (Stakeholder, RACI, SWOT, DEFECT Tracking, MOST,PESTEL), Microsoft Power BI

Total Duration: 35 Hours

Projects Covered – 2 Capstone Project

What you will learn from this course ?

- You will be aware about all functionalities of Business Analysis.
- How to work in Agile methodology & environment.
- Understand the role of the Business Analyst and the organizational context in which the role is undertaken.
- Analyze and understand the business problems.
- Communicate effectively & Manage client relationships.
- Understand the requirements engineering process and work with stakeholders and others to ensure requirements are complete, unambiguous, realistic and testable.
- Model and evaluate business processes.
- Work with IT staff to analyze and model business activities and problems and provide appropriate solutions.

Course Outline:

Module 0 :IT Industry Fundamentals for Business Analysts (Applicable for those who do not belong to IT industry)

- Section 1 : Software Development Life Cycle
- Section 2 : Software Development Methodologies – Water Fall, Iterative, Agile, etc.
- Section 3: Types of Software Projects – Greenfield, Migration, Product Customization, Maintenance etc.
- Section 4: Software Testing, Test Plans, Test Automation, Black Box and White Box Testing
- Section 5: IT Implementation
- Section 6 : IT Deployment Environments
- Section 7: Software Licensing, Subscription and Sale Models
- Section 8: Project Development Vs Product Development

Module 1: IT Business Analysis Essentials

- Section 1 : Activities of an IT Business Analyst
- Section 2 : Analysis, Business Analysis, IT Business Analysis defined
- Section 3: Objectives of Business Analysis
- Section 4: Business Analysis Core Concept Model
- Section 5: Who is an IT Business Analyst
- Section 6: Business Analysis Levels or Views - Process, Project, Enterprise and Industry
- Section 7: Business Analysis Framework and Techniques
- Section 8 : IT Business Analysis Software
- Section 10: IT Business Analyst Skills
- Section 11: IT Business Analyst Career Path and Salaries

Module 2 : Business Process Analysis

- Section 1: What is a Business Process
- Section 2: Critical Analysis of a Business Process
- Section 3: Business Process Analysis
- Section 4: Business Process Mapping & Flow charting
- Section 5: As Is – To Be Analysis For a Business Process
- Section 6: Business Process Mapping and Modelling Frameworks
- Section 7: Business Process Mapping and Modelling Software
- Section 8: Business Process Re-Engineering & Re-Design

Module 3: Requirements Process – The Core of IT Business Analyst Activity

- Section 1: What is a Requirement
- Section 2: Attributes of Requirements
- Section 3: Importance of Requirements for IT Projects
- Section 4: Types of Requirements : Business, Enterprise, Solution, Stakeholder, Transition
- Section 5: Functional and Non Functional Requirements
- Section 6: Overview of Requirements Engineering and Management
- Section 7: Requirements Basics : Mapping, Modelling, Traceability Matrix, Tracking
- Section 8: Business Process Re-Engineering & Re-Design
- Section 9: Important Requirement Process Steps : Elicitation, Analysis, Documentation, Validation, Management
- Section 10: Requirement Software Companies - JIRA, ALM

Module 4: Stakeholder Analysis

- Section 1: Stakeholder Definition
- Section 2: Importance of Stakeholder
- Section 3: Stakeholder Identification – Onion Diagram
- Section 4: Stakeholder Identification – Wheel
- Section 5: Stakeholder Classification – Power Influence Matrix
- Section 6: Stakeholder Engagement Techniques – Power/Influence Vs Interest
- Section 7: Stakeholder RACI Chart, its preparation through Visio
- Section 8 : Stake Holder Persona
- Section 9 : Stakeholder Alignment and Sponsorship
- Sectiion 10: Managing Internal stakeholders
- Section 11 : Preparing Stakeholder map through Excel

Module 5: UML – Unified Modelling Language

- Section 1: History of UML , its founding fathers and role of OMG (Object Management Group)
- Section 2: UML Diagrams –UML Structure and UML Behavior Diagrams
- Section 3: Important UML Diagrams for IT Business Analysts
- Section 4: Overview of UML Structure Diagrams
- Section 5: Class Diagrams
- Section 6: Activity Diagrams
- Section 7: Use Case Diagrams
- Section 8: State Machine Diagrams
- Section 9: Sequence Diagrams
- Section 10: Deployment Diagrams
- Section 11: Other UML Diagrams

Module 6: Microsoft Visio

- Section 1: Importance of MS Visio
- Section 2: MS Visio Versions and Add Ons
- Section 3: What Visio can do for IT Business Analysts
- Section 4: Starting MS Visio
- Section 5: Various Visio File Types and Extensions
- Section 6: Visio Ribbons, Menu and Pages
- Section 7: Utilizing, Creating and Mastering Visio Shapes
- Section 8: Creating and Utilizing Visio Stencils
- Section 9: Mastering Visio Connectors
- Section 10: Mastering Visio Pages
- Section 11: Preparing Wireframes & Screen Mockups
- Section 12: Preparing Website maps
- Section 13: Preparing Flowcharts in Visio
- Section 14: Preparing UML Diagrams in Visio
- Section 15: Preparing Business Process Model and Notation Diagrams
- Section 16: Automating Visio through VBA
- Section 17: Recording Macros in VBA
- Section 18 : Preparing Organisation Chart in Visio
- Section 19: Preparing project timeline diagram through Visio
- Section 20 : Preparing Stakeholder RACI chart through Visio

Module 7: Business Process Model and Notation

- Section 1: What is BPMN
- Section 2: Origin of BPMN -BPMI (Business Process Management Institute) and OMG (Object Management Group)
- Section 3: BPMN Notations
- Section 4: Importance of BPMN
- Section 5: Types of Process Modelling – Process Maps, Models, Descriptions
- Section 6: BPMN Elements : Flow Objects, Data, Swim Lanes, Connecting Objects, Artifacts
- Section 7: BPMN Diagrams : Process, Choreographies and Collaboration

Module 8: Business Analysis Planning and Monitoring

- Section 1: Plan the Business Analysis Approach
- Section 2: Plan Stakeholder Engagement
- Section 3: Plan Business Analysis Governance
- Section 4: Plan Business Analysis Information Management
- Section 5: Identify Business Analysis Performance Improvements
- Section 6: Plan Requirements Management Process
- Section 7: Manage Business Analysis Performance

Module 9: Requirements Elicitation & Collaboration

- Section 1: Elicitation : What and When
- Section 2: Elicitation Tasks
- Section 3: Prepare for Elicitation
- Section 4: Conduct Elicitation Activity
- Section 5: Document Elicitation Results
- Section 6: Confirm Elicitation Results
- Section 7: Manage Stakeholder Collaboration

Module 10: Requirements Analysis

- Section 1: Requirements Analysis : What and When
- Section 2: RA : The Business Analyst Tasks
- Section 3: Prioritize Requirements
- Section 4: Specify and Model Requirements
- Section 5: Define Assumption and Constraints
- Section 6: Verify Requirements
- Section 7: Validate Requirements

Module 11: Wireframes and Prototypes

- Section 1: Wireframes. Mockups and Prototypes Essentials
- Section 2:Preparing Wire-frames through MS Excel
- Section 3: Wireframe preparation exercise through Balsamiq 3.5
- Section 4: Prepare mockup of Android Payments App
- Section 5: Prepare Apple iPhone home screen mockup
- Section 6: Lowfi and Hif-fi Mockups
- Section 7: Prototyping thorugh Powerpoin

Module 12: Solution Assesstment and Validation

- Section 1: Solution Assessment and Validation : What and When
- Section 2: Asses Proposed Solution
- Section 3: Allocate Requirements
- Section 4: Asses Organizational Readiness
- Section 5: Define Transition Requirements
- Section 6: Validate Solution
- Section 7: Evaluate Solution Performance
- Section 8: Requirement Management

Module 13: Enterprise IT Analysis

- Section 1: Analysis Revisited - Industry, Enterprise, Project , Process
- Section 2: What is an Enterprise
- Section 3: Enterprise - Mission, Vision, Values, Strategies, Objectives
- Section 4: Enterprise IT Analysis – What, When, Why, How, By/For Whom
- Section 5: Enterprise IT Analysis Activities & Task List
- Section 6: Defining the Business Need
- Section 7: Assessing Capability Gaps
- Section 8: Determining Solution Approach
- Section 9: Define the Solution Scope
- Section 10: Preparing Business and Enterprise IT Architecture
- Section 11: Enterprise IT Analysis Useful Techniques
- Section 12: Enterprise IT Analysis Frameworks –

Module 14: Agile Business Analysis

- Section 1: Agile Software Development – An Overview
- Section 2: Agile Manifesto and Philosophy
- Section 3: Agile Methodology
- Section 4: Agile Software Development Lifecycle
- Section 5: Scrum
- Section 6: Managing Sprint Planning, Daily SCRUM, Sprint Review & Sprint Retrospectives
- Section 7: Three Roles in Scrum : Scum Master, Product Owner and Development Team
- Section 8: Preparing Product Backlog, Sprint Burn Down Charts
- Section 9: Preparing Agile Project Charter
- Section 10: Xterme Programming, Kanban
- Section 11: Writing User Stories
- Section 12: Story Points and Estimation on SCRUM projects

Module 15: SQL and Database Concepts for the IT Business Analyst

- Section 1: Database concepts and the 3rd Normal Form, Primary Key, Foreign Key and Database design
- Section 2: SQL Data Definition Language Statements : Create, Alter and Drop
- Section 3: SQL Data Manipulation Language Statements : Insert, Update and Delete
- Section 4: SQL Data Query Language : Select

Module 16: Software Test Management & User Acceptance Testing for the IT Business Analyst

- Section 1: Software Testing and its importance
- Section 2: Black Box, Box and and Grey Box Testing
- Section 3: Manual and Automation Testing
- Section 4:Automation Testing Tools : Silk, Load runner
- Section 5: Successful User Acceptance Testing for the IT Business Analyst
- Section 6: Software Testing at the client site for every release
- Section 7: Managing client / development team relationship under environments where a release has failed