

## Professional Business Analysis

### Duration

35 hours

### Objectives

The Business analysis expertise shows growing importance in project management recently. The Project Management Institute (PMI®) recognized this fact and created a new credential, the PMI-Professional Business Analysis PMI-PBA® that answers this recognition.

The main goal of this course is to prepare the participants to set for the PMI-PBA exam armed with deep and structured knowledge in business analysis covering techniques for gathering business needs, managing requirements, and creating effective answers to business problems that improve the overall success of projects.

### Topics Covered

- Introduction: Identifying Key Requirements Management Definitions
  - What is Business Analysis?
  - What are the Roles of the Business Analyst?
  - The Requirements Management Process
  - PMI's Code of Ethics
- Needs Assessment
  - Defining Business Problems or Opportunities
  - Developing a Solutions Scope Statement or Business Case
  - Determining the Business Problem or Opportunity Value
  - Identifying Business Needs
  - Identifying Stakeholders and Stakeholder Values
- Planning
  - Determining Business Analysis Activities
  - Establishing Requirements Traceability
  - Preparing the Requirements Management Plan
  - Defining Requirements Change Control and Communication Processes
  - Identifying Document Control Processes
  - Specifying Business Metrics and Defining Acceptance Criteria
- Analysis
  - Eliciting and Identifying Requirements
  - Analyzing, Decomposing, and Elaborating Requirements
  - Evaluating Options and Decision-Making
  - Allocating Requirements and Creating a Requirements Baseline
  - Facilitating Stakeholder Consensus in order to Obtain Sign-off
  - Creating Requirements Specifications
  - Validating Requirements with Stakeholders
  - Elaborating and Specifying Detailed Business Metrics and Detailed Acceptance Criteria
- Traceability and Monitoring
  - Tracking the Status, Sources, and Relationships of Requirements
  - Monitoring the Lifecycle of Requirements
  - Updating the Status of Requirements and Communicating Requirements States to Stakeholders

- Using Communication Methods to Share Important Requirements Information and Status with Stakeholders
- Determining and Managing Change Impacts to the Requirements
- Evaluation
  - Comparing Solutions Test Results to Defined Requirements Acceptance Criteria
  - Analyzing, Communicating, and Resolving Solution Gap Analysis
  - Obtaining Stakeholder Sign-off and Moving Toward Deployment
  - Measuring How Well the Solution Met Business Needs and Values