Business Analyst Online Training
Syllabus

Module 1
1.Introduction

Who is a Business
Analyst? 1.2.What is
Requirement?
> ➤ Types of Requirements

1.3. Bond between Requirement and BA
1.4.Who is stakeholder?
1.5.What is Business Process Modeling?
1.6.BA Completeness Skill Areas

Module 2
2.BA Directives

IT Companies overview
➤ Types of IT Companies
➤ Types of Development Units
➤ IT Company Hierarchical Structure
➤ How project gets initiated

Basic Knowledge on Projects
➤ BA proportion in Projects
➤ Project Sizes
➤ Project Types
➤ Project Milestones
➤ Reasons for Project Failure
➤ Working in a Project
➤ Quality Audits during Project progress
➤ Scope Creep
➤ Project Budget for Team Outing, Meeting
  Clients, onsite visits
➤ Servers information
➤ Resources that work in Project
➤ Timesheets
➤ Gantt Charts
➤ Documents Naming Standards
➤ 5W 1H – Tool of a BA

Risk
➤ Requirements are inherent to Change
Situation 1 :
Situation 2 :

2. 4.Thumb rules
➤ Solve Client Problem only by our IT Solution
➤ Be like a lotus in the mud
➤ Never take tensions but pass on the
  tensions
➤ Requirements hurried – Project buried
➤ Never criticize any stakeholder- appreciate
  them even for their small efforts
2.5. Dos and Don'ts as BA
2.6.Challenging Areas of BA

Module 3
3.Business Analyst Competencies

Business Communication
Supplier Management
Leadership
Conflict Management

Module 4
4.SDLC Methodologies and Models

Sequential – waterfall
4.2.Iterative –RUP(Rational
Unified
Process)4.3.Evolutionary –
Spiral 4.4.Agile - Scrum
BA role in Agile Scrum

Module 5
5.OOA and UML
5.1.Learning OOA
➤ Object
➤ Class
➤ Component
➤ Package

➢ Subsystems
5.2. Implementing OOA
➢ Abstraction
➢ Encapsulation
➢ Inheritance
➢ Polymorphism
➢ Relationships
➢ Message sending
5.3. Learning UML
➢ Mostly used Diagrams by BA
5.4. Use Case Diagram
➢ Actor
➢ Learning use case Diagrams Step-1: (basic)
➢ Learning use case Diagrams Step-2: (Generalization)
➢ Learning use case Diagrams Step 3 (Include)
➢ Learning use case Diagrams Step 4: (Extend)
➢ Learning use case Diagrams Step 5: (Automation)
➢ How to draw Use Case Diagram from a Case study

5.5. Use Case Description Document
➢ Use Case Spec _ Example
5.6. Deriving Test Cases out of Use-cases
➢ Test Case Document

Case Study – Hospital Management System
Case Study on Online Flight Reservation System
Case study on Course Registration
Experiences using MS Visio or Rational Rose or any Drawing Tool

Understanding how a Software Application Works
➢ An Overview
➢ Two Tier Architecture
➢ Three Tier Architecture
➢ MVC Architecture
➢ MVC Architecture Rules
➢ Guideline to place identified MVC Classes in a 3 Tier Architecture
Sequence Diagram
Domain Modeling (Conceptual Modeling) 5.10. Activity Diagram
➢ Activity Diagram Elements

➢ Swim lanes
Case-study – Activity Diagram
Case-study – Activity Diagram with Swim lanes

Module 6
6. Requirements Engineering
Business Requirements Initiation (Gathering Stage)
Stakeholder Analysis
➢ Identify Stakeholders
➢ Stakeholders Listing Document
➢ Stakeholders Summary
➢ RACI Matrix – Responsible, Accountable, Consulted, Informed
    Requirement Elicitation Techniques
➢ Brainstorming
➢ Document Analysis
➢ Reverse Engineering
➢ Focus Groups
➢ Observation
➢ Workshop
➢ JAD (Joint Application Development) - Requirements Workshop
➢ Interview
➢ Prototyping
➢ Questionnaire (Survey)
    Sort the requirements (Define Requirements)
        Prioritize Requirements
➢ 100 Dollars Test
➢ Top 10 requirements
➢ Numerical Assignment
➢ Moscow
    Validating Requirements
➢ FURPS
➢ CUCV
➢ CAE
➢ APVU
➢ SMART
    Business Requirements Management
Requirements Communication
➢ 3R Concept
Requirements Management
Requirements Organization
➢ Requirements Definition
➢ Requirements Modeling

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- ➢ Requirements Verification

Case study on ABC University

Business Solutions Evaluation and
Implementation

Business Solutions

6.3.2 . Solution Assessment

- ➢ Assess proposed Solutions
- ➢ Requirements Allocation
- ➢ Organizational readiness Assessment

Solution Validation

- ➢ Verification Vs Validation

Solution Evaluation

Solution Implementation

Module 7
7.Contribution of BA in Projects

Enterprise Analysis
- ➢ SWOT Analysis
- ➢ GAP Analysis
- ➢ Feasibility Study
- ➢ Root Cause Analysis
  - • Technique – 5 Why
  - • Tabular Method – Technique
  - • Fishbone Diagram
- ➢ Decision Analysis
  - • Financial Factors
  - • Non- Financial Factors
- ➢ Strategy Analysis
  - • External Environmental Analysis
    - o PESTLE Technique
    - o Porter's Five force Model
  - • Internal Environmental Analysis
    - o MOST Analysis Technique
- ➢ Enterprise Architecture Frameworks
  - • The Zachman Framework
  - • The POLDAT Framework
  - • TOGAF
- ➢ Scope
- ➢ Business Case

Business Analysis Planning
- ➢ Business Plan
- ➢ Business Analysis Planning
- ➢ Planning Factors
- ➢ Business Communication Scheduling

- ➢ Performance Monitoring
- ➢ Techniques
- ➢ Estimation
- ➢ Estimate planning

Role of BA in handling Change
Request 7.4.Role of BA in
Project

Module 8
Documents

Company specific Templates

Business Requirements Document
Software requirements Specification

Tools
- ➢ MSVisio
- ➢ Balasmiq
- ➢ Axure

Module 9
9. Functional Skills (Domain Knowledge)

Domain Awareness
Domains list
Domain Certifications
Business Process Model
Domain Modeling