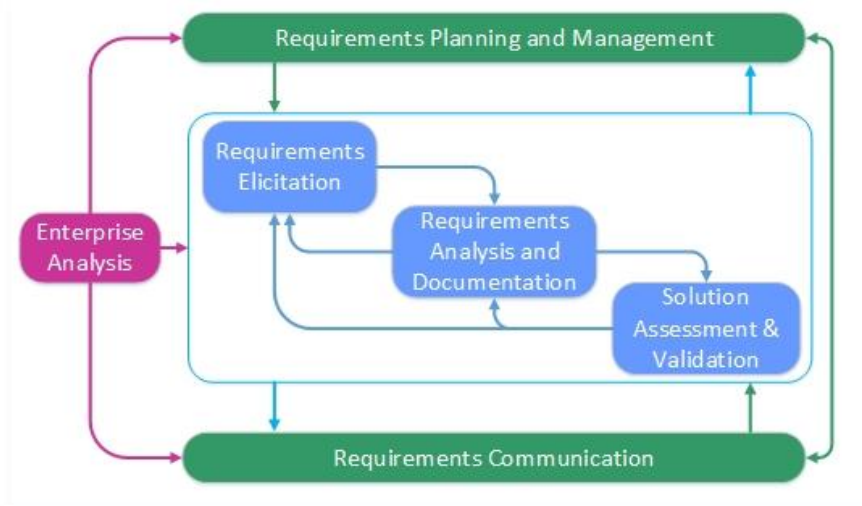


## Inspiring Business Analysis Training

### About Business Analysis

Why do business requirements always surface after you deliver your product? Clients seem to constantly change their mind - you deliver what your customer asked for, but they still don't like it. It seems the only constant when it comes to business analysis is that things keep changing. Maybe it's time to increase the requirements analysis skills in your organization with 'inspiring' business analysis training courses.



### About Inspiring Projects

Inspiring Projects, a division of Aspire Australasia Pty Ltd, was established to support best practice in all aspects of project delivery. We offer training throughout the Asia Pacific region. Our consultants and trainers have had over 30 years' experience in business modelling and business analysis in real programmes and projects, and we bring this deep experience to our courses.

### About our training

Our business analysis training and skill development services help you structure, simplify, and succeed with requirements. Inspiring training solves business problems by combining industry best practices, a proven, practical approach, and an engaging delivery to make it work for you.

All of our training is aligned with the *Business Analysis Body of Knowledge*<sup>®</sup> (BABOK<sup>®</sup>) Version 2.0. Our trainers and training materials are regarded as among the best available in Australasia. We incorporate the latest research in effective learning into our approaches. In support of the different ways people learn, our courses include a mixture of presentations, hands-on activities, discussions and review sessions.

### Additional support

We can deliver any of our courses in-house, and customise our courses to better suit your needs. We also provide ongoing coaching and mentoring support, as well as in-depth consulting and project support services.

### Contact us

To learn more about how our business analysis services can benefit you, or to register on one of our courses, or for more information or a quote, call us now on 03 9015 9459, email [training@InspiringProjects.com.au](mailto:training@InspiringProjects.com.au) or visit [www.InspiringProjects.com.au](http://www.InspiringProjects.com.au).

## Business Analysis Foundations

Course Code	BANF3
Overview	<p>Whether you are new to business analysis, or are experienced and want a more formal approach, it's essential to know and practice the "fundamentals." This course trains participants to help business clients articulate their needs and wants, and to document them clearly, concisely, and completely. By grasping this core Business Analyst (BA) skill, BAs can contribute significantly to successful projects and the products they create.</p> <p>Through a realistic case study and interviews, participants discover and then practice writing "good" requirements. The course also explores and lets attendees practice a simple process for validating and verifying requirements to ensure they are well-documented. Also, attendees learn the importance of traceability and how to construct a traceability matrix.</p> <p>For analysing requirements, this course introduces people to the concept of "concurrent modelling," using four standard types of models that provide the most benefits. A key skill taught is how to best read models concurrently for a complete requirements "package." After models are presented, class participants find inconsistencies, interview the sponsor, and document and trace new requirements that are discovered. These models are: Business Process, Use Case, Data, and Interface Modelling. Specifics of how to construct each type of model are contained in separate courses.</p> <p>The course concludes with considerations and techniques for organizing, prioritizing, and "packaging" requirements for maximum communication value. Plus, attendees also learn a repeatable process for verifying that requirements are included in the final solution.</p>
Course Objectives	<p>By the end of this course, participants will know how to:</p> <ul style="list-style-type: none"> <li>• Document "good" requirements by writing them clearly, concisely, and completely;</li> <li>• Use simple templates for writing good requirements of various types;</li> <li>• Use standard, core models to quickly uncover requirements, then analyse them, document and trace those requirements, and present a complete "package" to the business for their approval;</li> <li>• Increase project success by better defining requirements that meet business needs;</li> <li>• Reduce rework by discovering requirements correctly the first time;</li> <li>• Reduce gaps in understanding requirements by properly validating and verifying them.</li> </ul>
Who Should Attend	<p>People who have project experience working with a variety of roles (BA, QA, PJM, sponsors) but have not had formal BA training. People moving into the BA role from the business, or from a different IT job (like developers or QA Analysts) that have had some training. Experienced BAs and project managers who want a more formal and industry-standard business analysis approach will also benefit from this course</p>
Prerequisites	<p>It is desirable for participants to have worked in at least one project</p>
Course Content	<ul style="list-style-type: none"> <li>• Requirements foundations - definitions, processes and approaches</li> <li>• Stakeholders - identifying and categorising stakeholders, building trust</li> <li>• Eliciting requirements - context, techniques</li> <li>• Writing good requirements - "good" requirements; formats, traceability, defects, pitfalls</li> <li>• Analysing requirements - concurrent modelling, types of models (business process, use case, data and interface), organizing and prioritising requirements</li> <li>• Packaging requirements - considerations, preferences, validation and verification, reviewing, signoff/approval</li> <li>• Verifying requirements – testing, test cases, verifying the solution</li> </ul>
Included with the course	<p>A comprehensive Delegate Workbook complete with examples and workshop solutions Our Business Analysis Desk Reference Chart Lunch, and morning and afternoon refreshments</p>
Format	<p>To help assimilate the tools and techniques learned, there is a mixture of group and team exercises throughout the course. The use of a realistic case study will help reinforce concepts learned. Students will need to be prepared for a high level of participation</p>
Delivery options	<p>We offer a range of delivery styles and packages for this course. There is no schedule of public courses; the course is generally delivered in-house for groups. Individuals can do this training through our Home Study option (eLearning option coming).</p>
Professional	<p>PMI: 14 PDUs; AIPM: 16 CPD points</p>