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'BUSINESS ANALYSIS' DETAILED COURSE OUTLINE

1.0 BUSINESS ANALYSIS FUNDAMENTALS

- 1.1 What is business analysis?
- 1.2 Who is a business analyst?
- 1.3 Importance of business analyst.
- 1.4 A case study review-

2.0 PROJECT MANAGEMENT OVERVIEW

- 2.1 What is a project?
- 2.2 What is project management?
- 2.3 Understanding the 'Iron Triangle'.
- 2.4 What are the different phases of a project?
- 2.5 Understanding various knowledge areas and processes within each of them.
- 2.6 Reviewing key project management artifacts.
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- 2.8 **Creating 'Project Plan' (schedule) using Gantt tool (Hands-On Exercise).**

3.0 KEY MANAGEMENT CONCEPTS

- 3.1 Value chain.
- 3.2 Lean methodology
- 3.3 Kanban.
- 3.4 Poka-Yoke.
- 3.5 Core Competency.
- 3.6 Kaizen.
- 3.7 Business Process Re-engineering.
- 3.8 Business Process Improvement.

4.0 UNDERSTANDING STAKEHOLDER LANDSCAPE

- 4.1 Primary v/s Secondary stakeholder.
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- 4.3 Understanding various types of stakeholders via a live case study.
- 4.4 What are the different organizational structures?
- 4.5 **Creating 'RACI' matrix using MS Excel (Hands-On Exercise).**
- 4.6 **Creating 'Organizational Structures' using MS Visio, Lucid Chart, Gliffy, or Visual Paradigm.**

5.0 UNDERSTANDING DIFFERENT TYPES OF REQUIREMENTS

- 5.1 What is a requirement?
- 5.2 Understanding different types of requirement.
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- 5.4 Stakeholder requirement.
- 5.5 Functional.
- 5.6 Non-Functional.
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- 7.2 Spiral.
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- 7.5 SCRUM (More emphasis will be given on SCRUM).

8.0 LEARNING KEY 'REQUIREMENTS PROCESS'

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14.4 **Creating an RTM using DOORS/ MS Excel tool (Hands-On Exercise).**

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15.1 Why to estimate requirements and importance of estimating software requirements?

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15.3 Understanding 'Industry Best Practices' to estimate a requirement.

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16.1 What is configuration management?

16.2 Benefits of configuration management.

16.3 **Applying CM using tortoise SVN tool (Hands-On Exercise).**

17.0 CHANGE CONTROL

17.1 What is change control board (CCB)?

17.2 Role of a business analyst in a CCB process.

18.0 QUALITY ASSURANCE

18.1 What is quality assurance?

18.2 Different types of testing models.

18.3 Role of a business analyst in quality assurance/testing phase.

19.0 MISCELLANEOUS TOPICS

19.1 What is Service-Oriented Architecture?

19.2 What is Cloud Computing and various cloud computing models?

19.3 What is Business Process Model and Notation (BPMN)?

19.4 **Creating BPMN model using MS Visio tool (Hands-On Exercise).**

20.0 TOOLS STACK (LIST OF TOOLS THAT WILL BE COVERED)

<u>NO</u>	<u>TOOL NAME</u>	<u>HOW WE WILL USE</u>
1	MICROSOFT OFFICE (WORD, EXCEL, POWERPOINT)	To create requirements documentation, create 'Requirements Traceability Matrix' (RTM), conduct data analysis, come up with good power point presentation slides.
2	MICROSOFT VISIO/ GLIFFY/ LUCIDCHART	To create business process flows, system context diagrams, Unified Modeling Language (UML) based diagrams, System Context Diagrams etc.
3	BIZAGI, CAMUNDA, BONITA, SIGNAVIO, DRAWIO	To create BPMN 2.0 based 'Business Process Models'.
4	GANTTER	To create 'Project Plan' (Project Schedule)
5	BALSAMIQ/MOCKFLOW	To create wireframes/mockups
6	JIRA	To create user stories, backlog grooming, manage sprint, burndown chart etc.
7	CONFLUENCE	To manage project artifacts as a repository
8	TORTOISE SVN	Configuration and Change Management (Check In and Check Out Process)
9	TRELLO	As part of discussion on 'Kanban' and manage a 'Kanban board'
10	SLACK	For team collaboration purpose (app based)

21.0 HIGH LEVEL SCHEDULE

<u>MODULE</u>	<u>WEEK</u>
1	1 st THROUGH 3 nd
2	4 rd THROUGH 7 th
3	8 th