

# € TRAINING

Certified Business Analysis Professional





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## Introduction:

This training program is designed to prepare participants for the CBAP certification exam only and to enhance their skills in business analysis. Participants will gain comprehensive knowledge of business analysis principles, techniques, and best practices, ensuring they are well-equipped to excel in their roles and drive business success.

## Program Objectives:

By the end of this program, participants will be able to:

- Grasp the core concepts and principles of business analysis.
- Utilize various techniques to analyze business needs and define solutions.
- Elicit, document, and manage business requirements effectively.
- Improve analytical and critical thinking skills to solve complex business problems.
- Gain the knowledge and skills necessary to pass the CBAP certification exam.

## Targeted Audience:

- Experienced business analysts seeking CBAP certification.
- Project managers involved in business analysis activities.
- IT professionals transitioning into business analysis roles.
- Business professionals aiming to enhance their analysis skills.

## Program Outlines:

### Unit 1:

#### Introduction to Business Analysis:

- Understand the role of business analysis in organizations and its value.
- Learn the fundamental concepts and terminology in business analysis.
- Develop skills in planning and monitoring business analysis activities.
- Identify and analyze stakeholders and their needs.

- Familiarize with the Business Analysis Body of Knowledge BABOK Guide.

## Unit 2:

### Elicitation and Collaboration:

- Explore various techniques for eliciting requirements from stakeholders.
- Learn how to plan and conduct effective workshops.
- Develop skills in conducting interviews to gather information.
- Understand how to document and confirm elicitation results.
- Enhance collaboration and communication skills with stakeholders.

## Unit 3:

### Requirements Life Cycle Management:

- Learn methods for tracing requirements throughout the project lifecycle.
- Develop techniques for prioritizing requirements based on business value.
- Understand how to manage changes to requirements effectively.
- Ensure that requirements are validated and meet the business needs.
- Explore best practices for documenting requirements.

## Unit 4:

### Strategy Analysis and Solution Evaluation:

- Identify and analyze the business needs and goals.
- Learn how to develop compelling business cases to justify solutions.
- Understand how to assess and mitigate risks associated with solutions.
- Develop skills in evaluating solutions to ensure they meet business requirements.
- Learn techniques for measuring and analyzing the performance of implemented solutions.

## Unit 5:

### CBAP Exam Preparation and Review:



- Understand the structure and content of the CBAP exam.
- Gain effective study tips and strategies for exam preparation.
- Review key concepts and areas of the BABOK Guide.
- Learn how to prepare for the exam day to ensure success.

Note: This program is designed to prepare participants for the certification exam only.