



Business Analysis Mastery: Advanced Skills & IIBA-Aligned Practices

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Course Overview

This immersive course, grounded in the Business Analysis Body of Knowledge BABOK®, is designed for aspiring and experienced business analysts aiming to enhance their professional skills according to IIBA® standards. Through a dynamic mix of theoretical knowledge and practical application, this course empowers participants with essential business analysis competencies. Participants will gain practical experience in stakeholder engagement, requirements elicitation, solution evaluation, and strategic project implementation. The course culminates in a final test to earn the **Agile Leaders Training Center Professional Certificate** and 30 Professional Development Units PDUs.

Target Audience

- Aspiring Business Analysts
- Existing Business Analysts seeking to formalize and upgrade their knowledge
- Team leaders interacting with business analysts

Targeted Organizational Departments

- Business Analysis Teams
- Project Management
- Strategy and Planning
- IT and Systems Development
- Operations and Process Improvement

Targeted Industries

- Information Technology
- Healthcare
- Finance
- Manufacturing
- Consulting



Course Offerings

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

- Define the principles of business analysis and its value in project environments
- Apply various stakeholder engagement and elicitation techniques
- Evaluate and validate requirements for feasibility and alignment with project goals
- Analyze and select the best solutions based on predefined criteria
- Design strategies and monitoring systems for successful project implementation

Training Methodology

This course employs a blended learning approach to ensure participants gain both theoretical knowledge and practical skills. The training combines interactive lectures, group discussions, and real-world case studies. Participants engage in hands-on exercises covering stakeholder identification, requirements elicitation, solution evaluation, and strategic project implementation. Role-playing and scenario-based simulations allow participants to practice techniques in realistic contexts. Feedback sessions and collaborative workshops reinforce learning, enabling participants to refine analytical and problem-solving skills. By the end of the course, learners can confidently apply business analysis principles in their organizations and are fully prepared for the final test.

Course Toolbox

Participants will have access to practical tools and resources, including:

- Stakeholder analysis templates and mapping tools
- Requirement elicitation checklists and documentation frameworks
- Gap analysis and solution evaluation matrices
- Feasibility assessment and validation guides
- Strategic monitoring and project implementation templates
- Case studies and real-world examples
- Interactive exercises and role-play scenarios

Course Agenda:

Day 1: Foundations of Business Analysis

- **Topic 1:** Introduction to Business Analysis
- **Topic 2:** Guiding Principles and Best Practices
- **Topic 3:** The Value Proposition of Business Analysis
- **Topic 4:** Skills and Competencies for Business Analysts
- **Topic 5:** Ethics and Professionalism in Business Analysis
- **Topic 6:** Business Analysis in Organizational Context
- **Reflection & Review:** Recap of Key Learnings and Group Discussion



Day 2: Stakeholder Engagement and Requirement Elicitation

- **Topic 1:** Identifying Key Stakeholders in Projects
- **Topic 2:** Overview of Elicitation Techniques
- **Topic 3:** Selecting the Right Elicitation Technique for Your Project
- **Topic 4:** Recording and Documenting Elicited Requirements
- **Topic 5:** Managing Stakeholder Expectations and Relationships
- **Topic 6:** Applying Elicitation Techniques in Practice
- **Reflection & Review:** Stakeholder Management & Elicitation Recap

Day 3: Requirements Evaluation and Validation

- **Topic 1:** Introduction to Requirement Quality
- **Topic 2:** Feasibility Analysis for Requirements
- **Topic 3:** Alignment of Requirements with Project Goals
- **Topic 4:** Requirement Validation Techniques
- **Topic 5:** Managing Requirement Changes Effectively
- **Topic 6:** Case Study: Requirement Evaluation in Action
- **Reflection & Review:** Validating Requirements and Managing Changes

Day 4: Solution Analysis and Selection

- **Topic 1:** Gap Analysis in Business Solutions
- **Topic 2:** Solution Evaluation Techniques
- **Topic 3:** Solution Selection Criteria and Best Practices
- **Topic 4:** Developing Recommendations for Stakeholder Buy-in
- **Topic 5:** Managing Risks and Challenges in Solutions
- **Topic 6:** Hands-on Exercise: Solution Evaluation
- **Reflection & Review:** Review of Solution Analysis Techniques

Day 5: Strategy Design and Monitoring for Implementation

- **Topic 1:** Designing Strategic Plans for Successful Project Implementation
- **Topic 2:** Developing Monitoring Mechanisms for Projects
- **Topic 3:** Establishing Effective Feedback Loops
- **Topic 4:** Risk Management in Project Implementation
- **Topic 5:** Project Closure and Long-term Value Realization
- **Topic 6:** Case Study: Strategic Implementation Success
- **Reflection & Review:** Recap of Strategic Planning and Risk Management
- **Final Test:** Business Analysis Knowledge Assessment

FAQ



What specific qualifications or prerequisites are needed for participants before enrolling in the course?

No formal qualifications are required. A basic understanding of business concepts is helpful, and experience in project management or related fields is beneficial but not mandatory.

How long is each day's session, and is there a total number of hours required for the entire course?

Each day's session lasts approximately 4-5 hours, including breaks and interactive activities. The total course duration is five days, about 20-25 hours.

How does the course help with business analysis in real-world scenarios?

The course uses real-world case studies and scenario-based exercises to allow participants to apply theoretical concepts directly, building practical skills for immediate workplace application.

How This Course is Different from Other Business Analysis Courses

This Business Analysis Mastery course distinguishes itself by blending foundational knowledge with hands-on practical application. Unlike traditional courses that focus heavily on theory, this course emphasizes real-world exercises using case studies and simulations. Participants practice stakeholder engagement, elicitation techniques, requirements validation, and solution evaluation in realistic scenarios. Aligned with IIBA® standards, the course prepares learners to tackle complex business challenges and implement effective strategies. Its focus on performance monitoring and strategic project implementation equips participants with a complete toolkit for professional success. Interactive discussions, feedback sessions, and collaborative exercises ensure that participants gain not only knowledge but also actionable skills to immediately apply in their organizations.



Training Course Categories

Agile PM and Project Management Training Courses

Certified Courses By International Bodies

Communication and Public Relations Training Courses

Data Analytics Training and Data Science Courses

Environment & Sustainability Training Courses

Finance and Accounting Training Courses

Governance, Risk and Compliance Training Courses

Human Resources Training and Development Courses

IT Security Training & IT Training Courses

Leadership and Management Training Courses

Legal Training, Procurement and Contracting Courses

Maintenance Training and Engineering Training Courses

Marketing, Customer Relations, and Sales Courses

Occupational Health, Safety and Security Training Courses

Personal & Self-Development Training Courses

Quality and Operations Management Training Courses

Secretarial and Administration Training Courses

Training Cities

Accra Ghana	Al Jubail Saudi Arabia	Amman Jordan
Amsterdam Netherlands	Athens Greece	Baku Azerbaijan
Bangkok Thailand	Barcelona Spain	Berlin Germany
Cairo Egypt	Cape town South Africa	Casablanca Morocco
Chicago USA	Doha Qatar	Dubai UAE
Frankfurt Germany	Geneva Switzerland	Istanbul Turkey
Jakarta Indonesia	Johannesburg South Africa	Kuala Lumpur Malaysia
Kuwait Kuwait	Langkawi Malaysia	Lisbon Portugal
London UK	Madrid Spain	Manama Bahrain
Marbella Spain	Milan Italy	Montreux Switzerland
Munich Germany	Muscat Oman	Nairobi Kenya
New York USA	Paris France	Phuket Thailand
Porto Portugal	Prague Czech Republic	Riyadh Saudi Arabia



Training Cities

Rome

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San Diego

USA

Seoul

South Korea

Sharm El-Sheikh

Egypt

Singapore

Singapore

Tashkent

Uzbekistan

Tbilisi

Georgia

Tokyo

Japan

Toronto

Canada

Trabzon

Turkey

Vienna

Austria

Zanzibar

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