Introduction:

Our Business Systems Analysis course, held over five days, provides comprehensive coverage of topics for all levels business analysts. This course will teach students how to elicit, analyze, document, and validate requirements.

What You'll Learn:

- Apply a structured, disciplined approach to understanding business systems and solving business problems
- Produce effective requirements
- Understand the different stakeholder viewpoints that must be considered and interpreted by the analyst
- Plan, conduct, and follow up a structured investigative interview
- Produce a process model of an end-to-end business process
- Produce a use case diagram and a detailed use case description
- Produce an entity relationship diagram showing the relationship between informational elements in a business system
- Build decision trees and decision tables to represent and clarify business rules
- Use critical appraisal techniques to refine and improve a system specification
- List the desirable contents of a business requirements specification
- Prepare and deliver a management presentation

Teaching Topics:

The Role of the Business Analyst
Role of the business analysis within the system development cycle
Value that a business analyst or systems analyst brings to the project and organization

Project Scope and Planning the Analysis
Tools and techniques to identify and understand understand scope
"Rule-of-thumb" technique for estimating

Effective Requirements
Value of effective requirements
Levels and types of requirements
Internationally recognized representation practices

Understanding the Business Environment
Business objectives
Business actors
Business events
Business processes
Business objects

Structured Walkthroughs and Critical Appraisal
Documentation Structures
Reviews, structured walkthroughs, and critical appraisals

Investigation Techniques
Planning, conducting, and following up a structured investigative interview
Workshops and brainstorming
Observation
Searching records
Questionnaires
Random sampling

Tools and Techniques for Modeling the System
Business process modeling
Use cases
Entity modeling/class diagramming
Normalization
Logic tools

Delivering a Presentation
Planning presentations
Using presentation notes
Visual aids
Presentation delivery

Tools and Templates
Tools and templates to start using immediately