

BCS Certificate in Business Analysis Practice

Learn via: **Classroom/Virtual**

Duration: **3 Days**

Overview

Business Analysts are increasingly required to extend themselves beyond their traditional role of developing and maintaining IT systems. They need the capability to understand the business strategy, use proven techniques to analyse the business area, and identify changes to business processes needed to meet internal and external challenges.

This course develops the skills needed to work with senior business and IT staff to analyse and model business activities. Delegates will learn how to investigate business problems, and how to identify and recommend appropriate creative solutions. At the end of the course delegates may sit an examination to attain the BCS Business Systems Development Certificate in Business Analysis Practice.

Please note examination and residential costs are **not** included in the course fee.

Candidates with special examination requirements should consult the BCS web site (www.bcs.org) for their Special Needs policy. Please note that the BCS must be advised at least four weeks in advance of any special requirements.

Following your exam you will be sent an email from BCS asking you to register for your exam. Once you have registered and your exam results become available then you will be able to log back into your account and view your results.

What You Will Learn

At the end of this course you will be able to:

- Describe how a business strategy is developed
- Use strategic analysis techniques
- Describe the need for project discipline
- Explain techniques to investigate an organisation's business systems
- Describe an approach to improving business systems
- Explain the importance of stakeholder management and use a stakeholder analysis technique
- Use techniques for the analysis and modelling of business systems
- Describe how recommendations for business improvement may be identified
- Describe the contents of a rigorous business case for the development and implementation of business changes
- Identify costs, benefits, impacts and risks for an option in a business case

Outline

Rationale: A lifecycle for business change; The role of the Business Analyst within the lifecycle for business change; Other roles within the lifecycle for business change; Purpose of analysing and modelling business systems; The framework business analysis activities

Understanding the strategic context: Internal environment analysis; External environment analysis; SWOT analysis; Critical Success Factors, Key Performance Indicators and Performance Targets; The Balanced Business Scorecard as a framework for identifying CSFs and KPIs

Project discipline for business analysis studies: Terms of reference/project initiation; Business and project objectives; Deliverables from business analysis studies

Understanding the situation/issues: Stakeholder identification; Overview of investigative techniques; Representing an holistic view of the business situation

Analysing stakeholder perspectives: Stakeholder analysis; Identifying different perspectives; Defining perspectives

Analysing and modelling business activities: Developing a conceptual business activity model from a perspective; Identifying business events; Analysing business rules; Building consensus by resolving conflicts

Identifying potential solutions: Gap analysis - comparing the ideal and existing systems; Defining a new business model; Identifying IS/IT requirements to support the new business model

Making the business case: Structure of a business case; Identifying options for business change; Identifying and categorising costs and benefits; Identifying and categorising risks, Identifying impacts; The lifecycle for the business case

Case Study: A case study allows the delegates to undertake a simulated business analysis assignment