

# BCS Foundation Certificate in Business Analysis (inc exam)

Learn via: **Classroom / Virtual Classroom**

Duration: **3 Days**

## **Overview**

What do Business Analysts do? What skills and competencies do they require to do their role? This 3-day Foundation level course provides delegates with a 'whistle-stop tour' of the role of the Business Analyst who acts as the link between business needs, users and IT within change initiatives.

This 3-day course is fast-paced and through the use of examples and a simple case study introduces delegates to the contribution that a business analyst makes within a business. We also consider the tools and techniques available to Business Analysts to assist them in their role.

At the end of the course you may sit a multiple-choice examination to obtain the BCS Business Analysis Foundation Certificate. This qualification provides a foundation to the BCS International Diploma in Business Analysis and covers the knowledge-based element of the qualification.

## **Prerequisites**

Ability to commit to some homework (reading and revision) per night during the course (approx. 1 hour per evening)

## **Pre-course reading**

Delegates will be provided with pre-course reading prior to attending the course.

## **Photographic Identification**

If you are taking the BCS exam you must bring photographic identification with you (passport, driving license or student card), as it is a BCS requirement to produce it for the invigilator prior to the exam. Failure to produce a valid form of photographic identification will result in a candidate not being able to sit the exam.

## **Who Should Attend**

This course is suitable for anyone new to Business Analysis or anyone wishing to understand the role better, but may be preferable for those having already completed courses in the Diploma stream and/or have some experience (we also offer a slower-paced 4-day version of the same course which you may be interested in should you prefer a less intense, more thoughtful and more interactive introduction to Business Analysis.)

This course is ideal as a final course towards the Diploma but also works well as a standalone course for those who want to gain an understanding of the role of a BA.

## **What You Will Learn**

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

- Recognise the skills and competencies required of the business analyst describe how a business strategy is developed
- Adopt a business analysis process modal approach to change initiatives capture business system issues
- Consider the perspectives of key individuals who will be affected or are interested in the change project and document their views
- Use techniques for the analysis and modelling of business systems
- Describe the contents of a business case which would be used to justify a project

## **Outline**

### **Day One:**

- Introduction to Business Analysis
- The role of the Business Analyst - Skills and Competencies Introducing Strategy Analysis

- Introducing the Business Analysis Process Model
- Investigation Techniques
- Stakeholder Analysis and Management

#### **Day Two:**

- Stakeholder Analysis and Management (cont)
- Modelling Business Processes
- Defining the Solution
- Making a Business and Financial Case
- Establishing the Requirements

#### **Day Three:**

- Documenting and Managing Requirements Modelling Requirements
- Delivering the Requirements Delivering the Business Solution Exam

#### **Examinations**

- BCS Business Analysis Foundation Exam (One Hour Multiple Choice)