AI enabled Business Analyst Training

Duration: **1 Day**

BILGINC IT Academy
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Artificial intelligence tools are changing how business analysts approach requirements gathering, analysis, and documentation. The **AI-Enabled Business Analyst Training** course provides business analysis professionals with practical skills to incorporate AI tools into requirements elicitation and analysis activities within software development projects.

Throughout the course, participants learn how to use AI to create essential business analysis deliverables, including user stories, acceptance criteria, business process descriptions, and process diagrams.

Through instructor-led demonstrations and practical exercises, learners explore how AI can make business analysis workflows faster, more comprehensive, and more effective. The course also examines how AI tools can support collaboration between business analysts and other project stakeholders.

Participants gain hands-on experience by developing and executing prompts in real time to produce key business analysis documents and support everyday BA activities.

Why Choose This Course?

- Delivered by experienced professionals with expertise in artificial intelligence and business analysis.
- Course materials are regularly updated to reflect developments in AI tools and technologies.
- Combines instructor-led explanations, live demonstrations, and hands-on exercises to support practical learning.

Prerequisites

Participants are expected to meet the following requirements:

- Some practical experience working in a business analysis role.
- Access to a laptop or desktop computer with a major AI chatbot, such as ChatGPT, Claude, Gemini, or a comparable tool. Smartphones and tablets are not suitable for the practical activities.
- Previous experience with artificial intelligence tools is not required.

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Who Should Attend

This course is intended for:

- **Business Analysts** with experience in software requirements elicitation and analysis who want to strengthen their capabilities through AI-powered tools and improve the speed, depth, and scope of their work.
- **Designers** interested in using modern AI-supported workflows to improve collaboration between design and software engineering teams.

What You Will Learn

Upon completing the course, participants will be able to apply structured AI prompting techniques across a range of requirements elicitation and analysis activities.

Specifically, learners will be able to:

- **Classify requirements:** Transform unstructured meeting notes into organized requirements categories, including user stories, functional requirements, non-functional requirements, constraints, and assumptions.
- **Prepare stakeholder interviews:** Develop targeted stakeholder interview questions from a project brief using structured AI prompts.
- **Perform gap analysis:** Apply a "What's missing?" prompt to review completed user story sets and identify structural gaps that may have been missed during initial development.
- **Document existing processes:** Generate structured AS-IS process narratives from written or verbal descriptions, identifying process actors, activities, decision points, and handoffs.
- **Identify process improvements:** Analyze AI-generated AS-IS process descriptions to uncover inefficiencies, bottlenecks, and automation opportunities, and propose TO-BE process enhancements.
- **Turn data insights into recommendations:** Convert operational data analysis findings into structured stakeholder recommendations using the "Because X, we recommend Y" framework.
- **Reduce AI-generated inaccuracies:** Apply anti-hallucination prompting techniques to minimize the risk of inaccurate information, figures, or regulatory statements in AI-generated outputs.

By the end of the training, participants will have gained practical experience using AI tools not only to generate business analysis documentation but also to support requirements evaluation, process improvement, data-driven recommendations, and effective stakeholder collaboration.

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Training Outline

The course is organized into six modules addressing the practical use of artificial intelligence throughout business analysis activities.

Module 1: Introduction to AI Tools for Business Analysts

Module 2: Using AI for Requirements Investigation and Elicitation

Module 3: AI-Assisted User Stories and Acceptance Criteria

Module 4: Process Mapping with AI Support

Module 5: AI-Powered Data Analysis for Business Analysts

Module 6: Risks and Governance in AI-Assisted Business Analysis

Hands-On Learning

The course includes **six practical exercises** in which participants create and execute AI prompts to generate essential business analysis deliverables.

These activities provide opportunities to practice producing requirements documentation, user stories, acceptance criteria, and business process descriptions using AI-powered tools.