Business Analysis in a Digital Transformation Context

Duration: 2 days
Audience: Analyste d'affaires

Who is this training for?

- Any business or functional analyst who wishes to update his or her knowledge of business analysis.
- Any participant who aspires to become a business analyst.

Training objectives

- Understand the role of the business analyst in a context of digital transformation and in a context of agility and business intelligence.
- Provide analysts with the basic tools (concepts and practices) to better approach business analysis activities and adapt them to their organizational reality.
- Provide participants with a starter toolkit to quickly put into practice the concepts presented in the training.

Summary

Practical training combining basic concepts and tools in business analysis to better approach analysis activities and adapt them to your organizational reality. Covers planning, elicitation, requirements management, agility, artificial intelligence, and digital transformation contexts. Includes hands-on labs based on a case study and a comprehensive toolbox of analytical techniques.

Course outline

Day 1 - AM

Chapter 1 - Introduction to Business Analysis

- The Concepts of Business Analysis
- The Contexts of the Business Analyst
- Fundamental Definitions in Business Analysis

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Chapter 2 - Planning Techniques

- Planning the Business Analysis Approach
- Planning Stakeholder Engagement
- Presentation of Tools/Techniques for :Identifying and Engaging Stakeholders
- Quiz

Chapter 3 - Elicitation and Collaboration Techniques

- Preparing for elicitation
- Execute the elicitation
- Presentation of tools/techniques for :Share the results of the elicitation and collaborate with stakeholders
- Quiz

Chapter 4 - Business Requirements Management Techniques

- Specify and Model Business Requirements
- Verify and Validate Business Requirements
- Presentation of Tools/Techniques for :Manage Business Requirements
- Quiz

Chapter 5 - Analysis and Design Techniques Follow/Maintain Business Requirements

- Prioritize Business requirements
- Presentation of tools/techniques for :Testing business requirementsAccepting business requirements
- Quiz

Chapter 6 - Solution evaluation techniques

- Measuring the value of the solution
- Evaluating the limits of the solution
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Presentation of tools/techniques for :Determining solution optionsSelecting/recommending a solution

- Quiz

Day 1 - PM

Laboratory - Practical application

- Based on the case study of the Cap Rouge restaurant, Participants are exposed to different business analysis situations in order to better understand analysis practices.
- 1 hour to carry out, exchange and discuss the implementation of business analysis.

Chapter 7 - Structure of a business analysis file

- Presentation of a business analysis file template
- Presentation of an example of a business analysis file
- Contextualization of the business analysis file

Laboratory - Practical application

- Based on the case study of the Cap Rouge restaurant, participants will experiment with the application of some business analysis techniques.
- 1 hour to realize, exchange and discuss the implementation of business analysis tools/techniques.

Day 2 - AM

Chapter 8 - Business Analysis and Agility

- Applying Agile Concepts to the Business Analysis Process
- Managing Business Requirements in an Agile Context
- Listing Business Analysis Techniques

Laboratory - Practical Practice

Chapter 9 - Business Analysis and Analytics (AI)

- Applying AI Concepts to the Business Analysis Process

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- Managing Business Requirements in an AI Context
- Listing Business Analysis Techniques

Laboratory - Practical Implementation

Chapter 10 - Business Analysis and Digital Transformation

- Applying Digital Concepts to the Business Analysis Process
- Managing Business Requirements in the Context of Digital Transformation
- Listing Business Analysis Techniques

Laboratory - Practical Practice

Day 2 - PM

Chapter 11 - The Basic Concepts of BABOK 3.0

- The 6 Knowledge Areas

Chapter 12 - The Life Cycle of Business Needs and Requirements

- Business Needs, Business Requirements, Solution Requirements, and Transition Requirements
- Business Requirements Lifecycle Management

Laboratory - Exercises

Chapter 13 - The Application of BABOK in a Business Case

- The Solution Design Process - OD, DA
- Tools and Techniques
- Requirements Repository Tools

Chapter 14 - The Different Perspectives of Using BABOK

- The Business Intelligence Perspective
- The Perspective Information Technology
- The Business Architecture Perspective

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- The Business Process Management Perspective

Chapter 15 - Best Practices in the Agile Context

- Agile Team Multidisciplinary
- The Roles of the Business Analyst in an Agile Context

The business analysis techniques covered in this training are :

- Brainstorming
- Business Case
- Business Model Canvas
- Business Rule Analysis
- Concept Modeling
- Data Dictionary
- Data Flow Diagram
- Data Modeling • Functional Decomposition
- Glossary
- Interface Analysis
- Prioritization
- Root Cause Analysis
- Scope Modeling
- Participant List, Participant Mapping
- Traceability Matrix
- Role and Permission Matrix
- Situation Writing Technique
- SMART Writing Technique
- Business Goal Modeling
- Etc.

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Some techniques will be discussed in more detail than others.

Approach and methodology

The pedagogical approach combining practical explanations, viewing of video clips, laboratories in split sessions and group discussions. Includes three progressive case studies and a comprehensive toolkit of directly applicable practical techniques.

Prerequisites

General knowledge of business analysis.

Recommendations

Have analytical thinking, understanding of processes (ERP, CRM, IT processes) and data concepts (KPIs) and a solid foundation in Excel

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