



CBAP CERTIFICATION



WHY DO I NEED CBAP CERTIFICATION?

Business analysis is the practice of enabling change in an enterprise by defining needs and recommending solutions that deliver value to stakeholders. Business analysis enables an enterprise to articulate needs and the rationale for change and to design and describe solutions that can deliver value.

Business analysis has become a highly essential competence for 21st Century Organizations. Becoming a Certified Business Analysis (BA) specialist will take your career in a new direction as opportunities for BAs are on the rise.

Business analysts are charged with identifying and defining the solutions that will maximize the value delivered by an organization to its stakeholders. Business analysts work across all levels of an organization and may be involved in everything from defining strategy, to creating the enterprise architecture, to taking a leadership role by defining the goals and requirements.

Upon completing this course, you will be able to:

1. Understand the CBAP® exam process (i.e. application procedure to taking the exam).
2. Master the Domains of Business Analysis.
3. Identify the attributes of being a Business Analyst.
4. Understand Business Analyst tools and techniques.
5. Understand the development and detailing of requirements.
6. Evaluate stakeholders needs and requirements.
7. Analyze, understand and document a process, system or structure to evaluate its effectiveness and efficiency.
8. Understand change management and how this needs to be aligned with an organization.
9. Understand how to harness the positive energy needed to bring about successful change
10. Manage stakeholders – identify, assessing needs relationship management

The Certified Business Analysis Professional™ (CBAP ®) designation is a professional certification for individuals with extensive business analysis (BA) experience. CBAP® recipients are the leading, senior members of the BA community.

Since 2003, the International Institute for Business Analysis™ (IIBA®) has supported professionals working in business analysis and related business roles by maintaining global standards for the practice and certification, our Chapters and through professional development and career resources, networking and volunteer opportunities.

CBAP CERTIFICATION COURSE OUTLINE

CBAP KNOWLEDGE AREAS

BUSINESS ANALYSIS KEY CONCEPTS

BUSINESS ANALYSIS PLANNING AND MONITORING

- Plan Business Analysis Approach
- Plan Stakeholder Engagement
- Plan Business Analysis Governance
- Plan Business Analysis Information Management:
- Identify Business Analysis Performance Improvements

ELICITATION AND COLLABORATION

- Prepare for Elicitation
- Conduct Elicitation
- Confirm Elicitation Results
- Communicate Business Analysis Information
- Manage Stakeholder Collaboration

REQUIREMENTS LIFE CYCLE MANAGEMENT

- Trace Requirements
- Maintain Requirements
- Prioritize Requirements
- Assess Requirements Changes
- Approve Requirements

STRATEGY ANALYSIS

- Analyze Current State
- Define Future State:
- Assess Risks
- Define Change Strategy

REQUIREMENTS ANALYSIS AND DESIGN DEFINITION

- Specify and Model Requirements
- Verify Requirements
- Validate Requirements
- Define Requirements Architecture
- Define Solution Options
- Analyze Potential Value and Recommend Solution

SOLUTION EVALUATION

- Measure Solution Performance
- Analyze Performance Measures
- Assess Solution Limitations
- Assess Enterprise Limitations

Recommend Actions to Increase Solution Value. Solution Evaluation tasks can be performed on solution components in varying stages of development:

- Prototypes or Proofs of Concept: working but limited versions of the solution that demonstrates value.
- Pilot or Beta releases: limited implementations or versions of a solution used in order to work through problems and understand how well it actually delivers value before fully releasing the solution.
- Operational releases: full versions of a partial or completed solution used to achieve business objectives, execute a process, or fulfil a desired outcome.

UNDERLYING COMPETENCIES

- Analytical Thinking and Problem Solving
- Behavioural Characteristics
- Business Knowledge
- Communication Skills
- Interaction Skills and
- Tools and Technology

TECHNIQUES

Techniques are methods that business analysis professionals use to perform business analysis tasks. Business analysis professionals apply their experience and judgement demonstrated in their competencies to select and perform a technique to achieve a successful outcome. There are about 50 common Business Analysis and techniques and methods.

In a number of cases, a set of conceptually similar approaches have been grouped into a single technique. Any approach within a technique may be used individually or in combination to accomplish the technique's purpose.

PERSPECTIVES

Perspectives are used within business analysis work to provide focus to tasks and techniques specific to the context of the initiative. Most initiatives are likely to engage one or more perspectives. The perspectives included in the BABOK® are:

- Agile
- Business Intelligence
- Information Technology
- Business Architecture
- Business Process Management

OUR TRAINING METHODOLOGY

- Formal lectures
- Case studies
- Group exercises
- Experience sharing
- Role-Playing

TRAINING DURATION

CBAP Exam Preparatory Class spans for 6 weeks of Learning (Two Weekends of Instructor-Led and 4 weeks of Self-paced Learning)

ASSUMPTIONS

CERTIFICATION EDGE will be responsible for all training resources and materials.