

# **Certified Business Analysis Professional (IIBA®-CBAP) preparation course**

Based on BABOK guide

## **Course content**

### **1. Introduction**

- 1.1 What is Business Analysis?
- 1.2 Who is a Business Analyst?

### **2. Business Analysis Key Concepts**

- 2.1 The Business Analysis Core Concept Model™
- 2.2 Key Terms
- 2.3 Requirements Classification Schema
- 2.4 Stakeholders
- 2.5 Requirements and Designs

### **3. Business Analysis Planning and Monitoring**

- 3.1 Plan Business Analysis Approach
- 3.2 Plan Stakeholder Engagement
- 3.3 Plan Business Analysis Governance
- 3.4 Plan Business Analysis Information Management
- 3.5 Identify Business Analysis Performance Improvements

### **4. Elicitation and Collaboration**

- 4.1 Prepare for Elicitation
- 4.2 Conduct Elicitation
- 4.3 Confirm Elicitation Results
- 4.4 Communicate Business Analysis Information
- 4.5 Manage Stakeholder Collaboration

### **5. Requirements Life Cycle Management**

- 5.1 Trace Requirements
- 5.2 Maintain Requirements
- 5.3 Prioritize Requirements
- 5.4 Assess Requirements Changes
- 5.5 Approve Requirements

**6. Strategy Analysis**

- 6.1 Analyze Current State
- 6.2 Define Future State
- 6.3 Assess Risks
- 6.4 Define Change Strategy

**7. Requirements Analysis and Design Definition**

- 7.1 Specify and Model Requirements
- 7.2 Verify Requirements
- 7.3 Validate Requirements
- 7.4 Define Requirements Architecture
- 7.5 Define Design Options
- 7.6 Analyze Potential Value and Recommend Solution

**8. Solution Evaluation**

- 8.1 Measure Solution Performance
- 8.2 Analyze Performance Measures
- 8.3 Assess Solution Limitations
- 8.4 Assess Enterprise Limitations
- 8.5 Recommend Actions to Increase Solution Value

**9. Underlying Competencies**

- 9.1 Analytical Thinking and Problem Solving
- 9.2 Behavioural Characteristics
- 9.3 Business Knowledge
- 9.4 Communication Skills
- 9.5 Interaction Skills
- 9.6 Tools and Technology

**10. Techniques**

- 10.1 Acceptance and Evaluation Criteria
- 10.2 Backlog Management
- 10.3 Balanced Scorecard
- 10.4 Benchmarking and Market Analysis
- 10.5 Brainstorming
- 10.6 Business Capability Analysis
- 10.7 Business Cases
- 10.8 Business Model Canvas
- 10.9 Business Rules Analysis
- 10.10 Collaborative Games
- 10.11 Concept Modelling

- 10.12 Data Dictionary
- 10.13 Data Flow Diagrams
- 10.14 Data Mining
- 10.15 Data Modelling
- 10.16 Decision Analysis
- 10.17 Decision Modelling
- 10.18 Document Analysis
- 10.19 Estimation
- 10.20 Financial Analysis
- 10.21 Focus Groups
- 10.22 Functional Decomposition
- 10.23 Glossary
- 10.24 Interface Analysis
- 10.25 Interviews
- 10.26 Item Tracking
- 10.27 Lessons Learned
- 10.28 Metrics and Key Performance Indicators (KPIs)
- 10.29 Mind Mapping
- 10.30 Non-Functional Requirements Analysis
- 10.31 Observation
- 10.32 Organizational Modelling
- 10.33 Prioritization
- 10.34 Process Analysis
- 10.35 Process Modelling
- 10.36 Prototyping
- 10.37 Reviews
- 10.38 Risk Analysis and Management
- 10.39 Roles and Permissions Matrix
- 10.40 Root Cause Analysis
- 10.41 Scope Modelling
- 10.42 Sequence Diagrams
- 10.43 Stakeholder List, Map, or Personas
- 10.44 State Modelling
- 10.45 Survey or Questionnaire
- 10.46 SWOT Analysis
- 10.47 Use Cases and Scenarios
- 10.48 User Stories
- 10.49 Vendor Assessment
- 10.50 Workshops

**Mock exam test bank (550+ questions)**