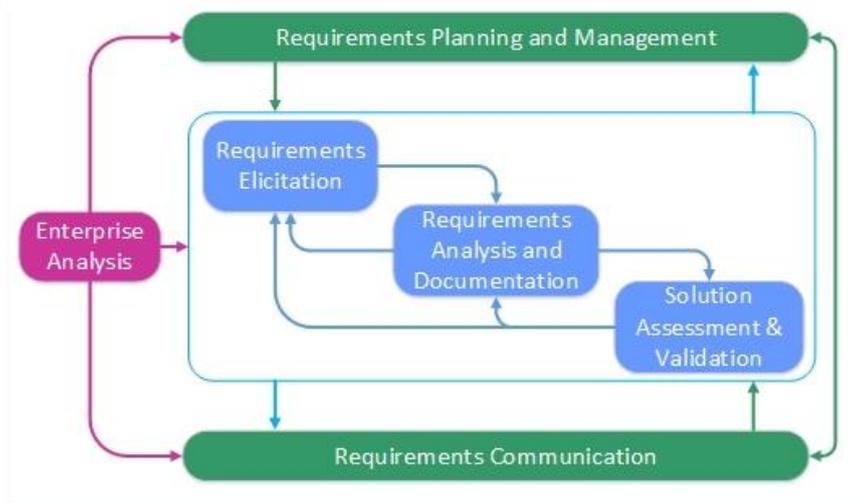


## Inspiring Business Analysis Training

### About Business Analysis

Why do business requirements always surface after you deliver your product? Clients seem to constantly change their mind - you deliver what your customer asked for, but they still don't like it. It seems the only constant when it comes to business analysis is that things keep changing. Maybe it's time to increase the requirements analysis skills in your organization with 'inspiring' business analysis training courses.



### About Inspiring Projects

Inspiring Projects, a division of Aspire Australasia Pty Ltd, was established to support best practice in all aspects of project delivery. We offer training throughout the Asia Pacific region. Our consultants and trainers have had over 30 years' experience in business modelling and business analysis in real programmes and projects, and we bring this deep experience to our courses.

### About our training

Our business analysis training and skill development services help you structure, simplify, and succeed with requirements. Inspiring training solves business problems by combining industry best practices, a proven, practical approach, and an engaging delivery to make it work for you.

All of our training is aligned with the *Business Analysis Body of Knowledge*<sup>®</sup> (BABOK<sup>®</sup>) Version 2.0. Our trainers and training materials are regarded as among the best available in Australasia. We incorporate the latest research in effective learning into our approaches. In support of the different ways people learn, our courses include a mixture of presentations, hands-on activities, discussions and review sessions.

### Additional support

We can deliver any of our courses in-house, and customise our courses to better suit your needs. We also provide ongoing coaching and mentoring support, as well as in-depth consulting and project support services.

### Contact us

To learn more about how our business analysis services can benefit you, or to register on one of our courses, or for more information or a quote, call us now on 03 9015 9459, email [training@InspiringProjects.com.au](mailto:training@InspiringProjects.com.au) or visit [www.InspiringProjects.com.au](http://www.InspiringProjects.com.au).

## Planning and Managing Requirements

Course Code	BANR2
Overview	It is now well recognized that good requirements are critical to the success of any major project. This means that a planned requirements approach is essential to a successful and smooth-running project. Just like the project itself needs a project plan, the requirements process needs a requirements plan. To be effective in their role and to provide value to the project and to the organization, Business Analysts must be able to develop a requirements plan and have a thorough understanding of what activities they will perform, what deliverables they will produce, and how they will control and manage changes to those deliverables.
Course Objectives	By the end of this short course, participants will be able to: <ul style="list-style-type: none"> <li>• Determine and plan the requirements activities needed for the project, identify the deliverables that will be produced, and how to control and manage changes to those deliverables;</li> <li>• Distinguish between planning as done by a business analyst (BA) and the project manager (PM);</li> <li>• Differentiate between the roles and responsibilities of project managers, business analysts and business clients;</li> <li>• Develop a solid requirements plan with risk and communication plans;</li> <li>• Learn techniques to handle additional requirements that surface throughout the project;</li> <li>• Learn different requirements prioritization techniques and how to identify requirements dependencies;</li> <li>• Develop a requirements management plan based on different lifecycles (waterfall, iterative, incremental, and agile).</li> </ul>
Who Should Attend	This workshop is designed for business analysts, requirements managers, project managers, and anyone who is involved in software development projects. It also provides excellent information for business clients and sponsors, quality assurance analysts, and other stakeholders involved in software development projects
Prerequisites	No technical experience is necessary, but an understanding of applications development is required
Course Content	<ul style="list-style-type: none"> <li>• Introduction: Requirements Definition; BABoK Knowledge Areas; Requirement Management Plan components; <ul style="list-style-type: none"> <li>◦ Stakeholder Analysis: Stakeholder definition and categorization; RACI Matrix;</li> </ul> </li> <li>• Planning Considerations <ul style="list-style-type: none"> <li>◦ Scope: BA's role in defining scope; Scope statement components; Acceptance criteria;</li> <li>◦ BA Activities Plan: activities and deliverables; techniques;</li> <li>◦ BA Risk: Requirements risks by knowledge area; risk plan elements;</li> <li>◦ Requirements Management Plan: requirement attributes; organization; prioritization; traceability matrix; change management processes;</li> <li>◦ BA Performance Plan: metric guidelines; common BA metrics.</li> </ul> </li> </ul>
Included with the course	A comprehensive Delegate Workbook complete with examples and workshop solutions
Format	To help assimilate the tools and techniques learned, there is a mixture of group and team exercises throughout the course. The use of a realistic case study will help reinforce concepts learned. Students will need to be prepared for a high level of participation
Delivery options	We offer a range of delivery styles and packages for this course. There is no schedule of public courses; the course is generally delivered in-house for groups. Individuals can do this training through our Home Study option (eLearning option coming).
Professional	PMI: 24 PDUs; AIPM: 15 CPD points