BABOK v3 Awareness Course

Course logistics	
Duration	2 days, onsite
Professional Development Hours provided by the course	**14**
Code	[Bespoke] BMBOKv3_2d

Course Description/Objectives:

The BABOK v3 Awareness Course provides a practical overview of the Knowledge Areas within the Business Analysis Body of Knowledge (BABOK) Guide v 3. This practitioner-level course is conducted in an interactive environment where delegates can explore the key concepts and knowledge areas in BABOK® and relate these to their own working environment. Attendees will reinforce, crystallise and build on their existing knowledge.

After leaving the course, delegates will have a foundation of BABOK knowledge which has been linked to the 'real world'. They will be able to apply this to their day-to-day work, and will be well positioned to embed these standards within the organisation.

The overall course objective is to provide delegates with a practical and concise overview of BABOK®, with the opportunity for delegates to discuss and relate this to their day-to-day work.

An outline of the course content is shown overleaf.

Course Content:

- **<u>Introduction and core concepts:</u>** An introduction to the *structure* of BABOK 3, along with a discussion covering a range of key concepts and terminology. A discussion on how the analysis approach may differ if we are working on an adaptive (agile) project as opposed to a predictive (waterfall) project.

- **<u>Knowledge areas:</u>** A practical overview of the BABOK Knowledge Areas:

  <u>Strategy Analysis:</u> How to understand the underlying business problem and assess the external environmental factors. Including:
  - The importance of understanding the business need
  - Discussion on different solution approaches
  - Defining a 'problem statement'
  - The Business Analyst and the Business Case

  <u>Business Analysis Planning and Monitoring:</u> Planning the business analysis approach, including assessing the stakeholder landscape and estimating the effort. Including:
  - The importance of stakeholder analysis
  - Planning & estimating the BA work

  <u>Elicitation and Collaboration:</u> Eliciting requirements from our stakeholders or other sources, including a discussion of what techniques we might use. Including
  - An overview of common elicitation techniques
  - Detailed discussion of Interviews, Workshops and Observation

  <u>Requirements Analysis and Design Definition:</u> Covering how we specify requirements, and the different forms we might use in predictive (waterfall) verses adaptive (agile) environments. Including:
  - Specifying requirements as text
  - Selecting requirement attributes

Requirements Lifecycle Management: Managing requirements throughout the lifecycle including prioritising and tracing requirements. Including

- Prioritisation using the MoSCoW framework
- Maintenance and re-use of requirements
- Traceability of requirements

Solution Evaluation: Assessing the performance of a solution that is in use by the organisation. Including

- Measuring a solution's performance
- Assessing solution or enterprise limitations

A variety of brainstorms and exercises will be used throughout the course, and delegates will be encouraged to discuss their own projects and examples too.

Inclusive Material:

Each delegate receives:

- A printed copy of the **Business Analysis Body of Knowledge (BABOK®) Guide v3** (worth £49.95)
- A printed copy of the **Blackmetric Course Manual** which contains a concise course summary