



scoll methods ltd
BUSINESS ANALYSIS
COURSE & EXAM INFORMATION



▶ Course Outline

Business Analysis is a 5-day non-residential course with nightly homework, which covers the syllabus for the 2 modular exams in Business Analysis Essentials and Requirements Engineering, which are part of the British Computer Society's Business Systems Development Diploma (information on the diploma can be found at the BCS web site on www.bcs.org.uk/iseb/bsd). The **optional** exams, which each last an hour, can be taken on the Friday following the course.

We make our training highly relevant and easy to apply using live case studies taken straight out of course delegates' experience. Syndicate group members gain practical skills by using the techniques to handle real issues and we keep class sizes small to enable individual attention.

▶ Course Syllabus

<p>1. Foundations for change</p> <ul style="list-style-type: none"> • Purpose of Business Analysis • 3 key areas of investigation • Innovation versus change 	<p>2. Strategic Analysis</p> <ul style="list-style-type: none"> • External environment analysis • Internal environment analysis • Balanced Score Card • SWOT analysis
<p>3. Starting the Study</p> <ul style="list-style-type: none"> • Project roles • Terms of Reference • Study deliverables 	<p>4. Fact Finding</p> <ul style="list-style-type: none"> • Technique pros, cons & applicability • Checking the findings
<p>5. Understanding Problems</p> <ul style="list-style-type: none"> • Stakeholder analysis • Stakeholder perspectives 	<p>6. Business Activity Modelling</p> <ul style="list-style-type: none"> • Root definition (CATWOE) • Critical Success Factors • Key Performance Indicators • Primary Task Model • Current system evaluation
<p>7. Documenting Requirements</p> <ul style="list-style-type: none"> • Functional requirements • Requirement template • Non-functional requirements 	<p>8. Strategies & Tactics</p> <ul style="list-style-type: none"> • Trends in Business Change
<p>9. Business system Options</p> <ul style="list-style-type: none"> • BSO template • Force field analysis • Option evaluation 	<p>10. System Analysis</p> <ul style="list-style-type: none"> • Business to System analysis interface • Aspects of systems analysis • Business change & System requirements
<p>11. Process Modelling</p> <ul style="list-style-type: none"> • Modelling the 'as is' processes • Time, Quality, Cost requirements • Improving the business processes 	<p>12. Requirements Validation</p> <ul style="list-style-type: none"> • Quality reviews • Prototyping • Requirements management
<p>13. Writing the Business Case</p>	<p>14. Presenting a Business Case</p>

<ul style="list-style-type: none"> • Costs and Benefits • Investment appraisal • Discounted Cash Flow (DCF & NPV) 	<ul style="list-style-type: none"> • What to present • Handling Stake Holders
15. Principles of User Acceptance Testing <ul style="list-style-type: none"> • Requirements as input • Use case modelling • Understanding a UAT script 	16. Case study

Course & Exam Fees (exclusive of VAT)

The course price includes the course manual, exams, all other course materials, refreshments and lunches. For our current course prices and online booking discount prices, please visit our website: www.scoll.co.uk, or contact our sales desk.

Course Materials

Course delegates are provided with copies of all the course visuals, case study examples and electronic Business Analysis document templates.

The course book – Business Analysis, which is provided as part of the delegate materials will be sent to you as soon as payment arrangements have been agreed. Please ensure you have noted on your booking form, the address to which you want your course book sent.

Joining instructions for public courses are sent to you two weeks before the start of the course or when you confirm your booking.

Pre-Requisites

You need to have an understanding of the business functions of your current business environment.

Further Information

Public courses take place in our training centre in Watford, North West of London and in Victoria, London. Public course dates, location and local accommodation details are available at our web site on www.scoll.co.uk

For on-site or tailored courses, please contact our sales desk on 0800 458 9121 or email for details.

Booking Confirmation

To confirm a public course booking, please return the completed booking form with your cheque payment (payable to 'Scoll Methods Ltd'), or Credit/Debit card details.

scoll methods Contact Details

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