

Business Analysis: CBAP Exam Prep

CDT829

Companies are becoming increasingly aware of the importance of thorough business analysis. No amount of technical finesse can compensate for requirements which are not clear, correct, and complete. In response to the increased need for competent business analysts, the International Institute of Business Analysis (IIBA) has created the Certified Business Analysis Professional (CBAP) credential. To earn this credential – which is gaining in recognition and demand – the applicant is required to document 7,500 hours of business analysis experience as well as pass the CBAP exam. This course is designed to assist the business analyst in preparing for that exam. Upon completion of this course the student will have a better understanding of the terminology and techniques of business analysis as put forth by the IIBA. This course is based on Joseph Phillips' *CBAP All in One Exam Guide*.

Audience

- Business analysts preparing to take IIBA's CBAP exam

Prerequisites

- Three years of experience as a business analyst

Course Length

- Three days

Learning Objectives

- To reduce the time required to prepare for IIBA's CBAP exam.

Teaching Methods

- Lecture
- Individual exercises
- Individual practice exams

Course Outline

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Earning the CBAP Credential

- About the IIBA
- Qualifying for the exam

BA Planning and Monitoring

- Determining the BA approach
- Performing stakeholder analysis
- Creating a requirements communication plan
- Defining the requirements risk management
- Choosing the BA activities
- Estimating requirements activities
- Communicating requirements activities performance

Eliciting Requirements

- Eliciting stakeholder requirements
- Exploring elicitation techniques
- Using static requirements gathering

Managing Requirements Communication

- Managing the scope of project requirements
- Managing conflicting requirements
- Determining the requirements format
- Creating a requirements package
- Conducting a requirements presentation
- Hosting a formal requirements review
- Obtaining requirements sign-off

Working as an Enterprise BA

- Defining the enterprise BA role
- Creating and maintaining the business architecture
- Determining capability gaps
- Determining the solution scope
- Creating the business case

Analyzing and Documenting Project Requirements

- Prioritizing requirements
- Organizing project requirements
- Structuring requirements packages
- Analyzing solution requirements
- Analyzing the solution quality
- Identifying constraints and assumptions
- Determining the requirements and attributes
- Verifying project requirements

Assessing and Validating Project Solutions

- Assessing the proposed solution
- Allocating the solution requirements
- Finalizing the solution and implementation

Working as a BA

- Applying fundamental BA skills
- Defining your business knowledge
- Working as a BA
- Serving as a leader

Managing Projects

- Initiating the project
- Planning the project
- Executing the project plan
- Monitoring and controlling the project
- Closing the project

Passing the CBAP Examination

- Preparing to pass the CBAP exam
- You'll want to know