



An Intensive 5-Day Training Course

Business Analysis within a Project Environment

PROGRAMME SUMMARY

This EuroMaTech training course covers the essential skills that are necessary for the effective contribution from the business analysis discipline to a project. The programme begins with consideration of business analysis skills within a project context. It then moves to consider tools for requirements analysis and the critical skills that are needed for an effective business analyst, including prioritization, analytical thinking and conflict resolution.

Date	Venue	Fee(\$)
06 - 10 Jun 2022	Vancouver	US\$ 6,950
07 - 11 Nov 2022	London	US\$ 5,950

INTRODUCTION

Today's organisation deals with ever increasing levels of complexity and the ever increasing speed of change. In order to achieve maximum effectiveness managers must continually sharpen their skills.

In this Business Analysis within a Project Environment training course you will study how to:

- Understand and apply best practices of the business analysis discipline
- Conduct a business-needs analysis to elicit stakeholder requirements
- Utilise methods, tools and techniques to identify issues and opportunities
- Develop effective requirements and communication plans
- Prepare, manage and implement solution assessment and validation

WHO SHOULD ATTEND

This EuroMaTech training course is useful for anyone who needs to understand or apply knowledge and skills from the business analysis discipline

- Project managers who want to better understand the role of business analysis and business analysts within a project
- Business analysts who want to develop their ability to contribute within a project
- Project personnel and stakeholders seeking to advance their careers who desire to strengthen their professional abilities including:
 - » Functional Managers
 - » Developers and Testers
 - » Systems Analysts

Virtual learning service available



TRAINING METHODOLOGY

Participants will learn by active application of methods, tools and techniques presented throughout the Business Analysis within a Project Environment training course. The sessions contain focused input from the training course leader, combined with practical sessions enabling delegates to apply the methods and tools to exercises and case studies drawn from a range of industries. The EuroMaTech training course caters for different learning style preferences through group work; individual work, participant discussion, facilitator interaction and self reflection.

In-house Training

EuroMaTech is capable of conducting this training programme exclusively for your delegates. Please e-mail us on inhouse@euromatech.ae for further information and/or to receive a comprehensive proposal.

PROGRAMME OBJECTIVES

- Understand how a business analyst acts as an intermediary managing the interests and needs of both the business / project management and IT communities
- Learn how to use a systematic approach based on “A Guide to the Business Analysis Body of Knowledge® (BABOK® Guide)” Version 2.0 and “A Guide to the Project Management Body of Knowledge (PMBOK® Guide)” 5th Edition
- Understand and apply the systematic framework for conducting business analysis activities through the phases of the business analysis life cycle
- Provide best practices and theory with practical tools and techniques that can be applied immediately in your own organisation

QUALITY CERTIFICATIONS & ACCREDITATIONS



EuroMaTech has been reviewed and approved as a provider of project management training by the Project Management Institute (PMI)

Participants attending this training session are entitled to receive:
25 Professional Development Unit (PDUs)

The PMI logo is a registered mark of the Project Management Institute, Inc.



Participants attending this training session are entitled to receive:

IIBA® 25 Professional Development Hours for initial certification, or IIBA® 25 Continuing Development Units for recertification.

EuroMaTech, as an Endorsed Education Provider (EEPTM), is approved by IIBA® to offer Business Analysis training programmes in alignment with the BABOK® V3.0

COURSE OUTLINE



Day 1

Business Analysis Planning & Monitoring

- Business Analysis and Project Management contexts
- Key Concepts and Knowledge Areas
- Introduction to Tasks and Techniques
- Sources of Business Analysis Information
- Business Analysis as part of a Project Plan
- Identify, analyse and communicate with relevant Project Stakeholders
- Determining activities, deliverables, resources and measures
- Define how to approve requirements and manage scope changes
- How to track, assess, and report on the quality of work

Day 2

Requirements Elicitation Management & Communication

- How to ensure requirements are clear, correct and consistent
- How to draw information out of stakeholders
- Recording and confirming the information provided by stakeholders
- Managing Stakeholder Consensus for Scope & Requirements
- Manage objectives, requirements, deliverables, & components relationships
- Manage post-implementation knowledge of requirements
- Ensure requirements are understood, and usable, by stakeholders
- Managing productive workshops and making effective presentations

Day 3

Enterprise Analysis & Requirements Analysis

- Identify and define why organisational change is required
- Identifying Needs for New Capabilities
- Defining solution scope and prepare the business case
- Does the Business Case justify investment required to deliver proposed solution
- Prioritizing and Organizing Requirements
- Specifying and Modelling Requirements
- Defining Assumptions and Constraints
- Verifying and Validating Requirements
- Solution Assessment & Validation

Day 4

Developing Business Analysis and Project Capabilities

- Analytical Thinking and Problem Solving
- Behavioural Characteristics
- Business Knowledge
- Communication Skills
- Interaction and Conflict Resolution Skills
- Risk, responsibility, and skills analyses
- Time Management
- Case Study

Day 5

Business Analysis and Project Management

- Project Scope, Schedule and Metrics
- Team Development
- Power and Influence
- Business Analysis in a Project Environment
- Personal Planning
- Commitment to Action



Training Seminars & Conferences
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This fee is inclusive of instruction materials, documentation, lunch, coffee/tea breaks & snack. All Fees are subject to 5% Value Added Tax (VAT).*

Your Details

Name (Mr/Ms):

Position: Organisation:

Address:

City / Country:

Telephone: Email:

Mode Of Payment

Please find enclosed a cheque made payable to EuroMaTech

Please invoice me

Please invoice my company as follows:

Contact Name:

Company Name:

Address:

Email:

Documentation

High Quality material has been prepared by the Seminar Leader for distribution to delegates.

Certificates

A Certificate of Completion will be issued to those who attend & successfully complete the programme.

Schedule

Our Course timings commences at 08:30 and concludes at 14:00, followed by lunch on a daily basis.

Hotel Accommodation

EuroMaTech has negotiated special rates for a limited number of rooms in the hotel. Early registration will help to secure a room at the reduced rate.

Registration & Payment

Please complete the registration form on this page & return it to us indicating your preferred mode of payment. For Further Information, email us at info@euromatech.ae.

Cancellation Policy

Request for seminar cancellation must be made in writing & received at EuroMaTech three weeks prior to the seminar date. A U.S.\$250/- processing fee will be charged per delegate for each cancellation. Thereafter, we regret that we are unable to refund any fees due, although in such cases we would be happy to welcome a colleague who would substitute for you.

Disclaimer

EuroMaTech reserves the right to alter the content, location of the Seminar, or the identity of the speakers in case of events beyond our control.

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*VAT Announcement: The Government of UAE have introduced Value Added Tax (VAT) on goods and services from 01-January-2018. In compliance with the legislation issued by the UAE Government, we will be applying a 5% VAT on the fees for all our programs and services offered from January 2018 as applicable and stipulated in the FTA circulars.