

Professional Development

Fundamentals of Business Analysis



Why Business Analysis?

This course is aimed at business professionals who are keen to learn about Business Analysis and how they can apply it in their day-to-day roles. Taking this course will help you to:

- increase your capability and understanding of the value of business analysis in projects.
- be familiar with best practice business analysis techniques used throughout the project life cycle.
- be a more confident and productive member of your project team.

Approach

The Millpond team deliver highly engaging training supported by quality course ware throughout Australasia.

Our training course includes:

- In class exercises to apply concepts to real world projects and to verify understanding of concepts
- Attendance certificate
- Downloadable course materials including course slides
- Access to over 30 FREE Templates
- Student workbook
- Catering (classroom-based courses only)

Course Outline

Day One

About Business Analysis

- What is Business Analysis?
- The Business Analyst Mindset
- Core Competencies & Qualities

The Business Analyst and Projects

- What is a Project? (Projects vs 'Business as Usual')
- Project Methodologies (Waterfall, Agile, Hybrid)
- The Business Analysts role in project teams
- Organizational Change Management

The Business Analyst and the Project Lifecycle

- Building a sound Business Case.
- Stakeholder Analysis and Management

Day Two

Project Business Processes

- Business process analysis & mapping
- Customer Journeys.

Project Business Requirements

- Types of business requirements
- Gathering & writing good requirements
- Requirement lifecycle management

How Business Analysis can improve results in...

- Project Risk / Issue Management
- Project Release Management
- Project Benefits Management

Results



Enjoy interactive classroom training, group discussion and class exercises delivered by our experienced facilitators.



We recognize and support learning in your own way, using the most trusted adult education learning techniques for maximum retention and understanding.



Our highly skilled trainers will cover everything you need to know to give you a better understanding of the role that sound Business Analysis plays in project success.

Delivery details

Training is instructor-led classroom or virtual. Corporate or in-house training is available, please ask us for details.

In-class: 2 days, (7 hours/day). Materials and catering included.

Virtual: 10.5 hours facilitated, live and online classroom environment. Digital materials provided.

Visit <http://www.millpond.co.nz/baf> for the latest dates and pricing.

Prerequisites

- There are no formal pre-requisites for this course, although these would help.
- a familiarity with a project environment
- a desire to help your project team succeed!

Commented [JH1]: [@Richard Coulbeck](#) Have set up www.millpond.co.nz/bafun to redirect to our new course page [Fundamentals of Business Analysis - Millpond](#)



About the Trainer: Richard has been working in the IT industry for over 40 years and a Business Analyst for the last 17. He spent 10 years with Canterbury University and worked on over 50 projects, before Senior BA roles with Christchurch consulting companies. He brings a wealth of experience in business analysis and a personal passion for supporting people in their IT journey. He also produced and taught hundreds of training courses during his career, and participant feedback was always very positive.

Richards friendly and positive approach to training is appreciated. He is a careful, patient and considerate trainer, always determined to make learning accessible and fun to all participant levels.

Contact & bookings

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Commented [JH2]: As last comment [@Richard Coulbeck](#)