

**CERTIFIED PROFESSIONAL IN  
BUSINESS ANALYSIS**



**SkillCert**  
CONSULTANCY

# CBAP

BABOK Version 3

**COMPETENCY BUILDING PROGRAMS**

# COURSE OUTLINE

## 1 INTRODUCTION TO BUSINESS ANALYSIS

Types of business analyst roles.  
The role of the requirements business analyst  
The changing role - BA role is strategic in nature.  
Introduction to BABOK 3.0 and its structure.  
Introduction to competency based.  
training and certification program of IIBA.

## 2 BUSINESS ANALYSIS KEY CONCEPTS

Business analysis core concept model (BACCM).  
Key concepts in BABOK 3.0.  
Understanding perspectives.

## 3 MANAGING FOR BUSINESS ANALYSIS PLANNING AND MONITORING (BAPM)

Planning the business analysis approach.  
Predictive and adaptive approaches.  
Managing for stakeholder engagement.  
Planning for Business analysis governance.  
Planning for business analysis information management.  
Identifying and improving BA performance improvements.

## 4 ELICITATION AND COLLABORATION

Preparing for elicitation.  
Conducting elicitation.  
Best practices in conducting elicitation sessions with stakeholders.  
Confirming elicitation results.  
Communicating BA information to stakeholders.  
Managing for stakeholder collaboration.

## 5 MANAGING THE REQUIREMENTS LIFE CYCLE MANAGEMENT

Managing for tracing requirements.  
Maintaining requirements.  
Prioritizing requirements.  
Managing requirements changes.  
Managing requirements approvals.

## 6 STRATEGIC ANALYSIS

Guiding in analysing current state.  
Identifying Business needs.  
Organizational structure and culture.  
Organizational capabilities and process.  
Technology and infrastructure.  
Organizational capabilities and processes  
Policies and business rules.  
Business architecture.  
Organizations internal and external assets.  
Guiding to define the future state.

Business goals and objectives.Solution scope.  
Constrains.  
Impact on organizational structure and culture.  
New technology and infrastructure.  
New organizational policies and business rules.  
Business architecture.  
Future state and transitions.  
Assumptions.  
Potential value.  
Managing risk.  
Identifying risk.  
Constrains, assumptions and dependencies.  
Stakeholder and organizational risk tolerances.  
Recommending course corrections based on risk assessment.  
Defining and Managing the change strategy.  
Evaluation multiple solution options and solution scope  
Missing capabilities.  
Enterprise readiness assessment.  
Developing effective change strategy.  
Transition states and release planning.

## 7 MANAGING REQUIREMENTS ANALYSIS AND DESIGN DEFINITION

Modelling requirements and designs.  
Types of models, UML, BPMN and other architectural models.  
Levels of abstraction.  
Verifying requirements.  
Validating requirements.  
Defining the requirements architecture.  
Define design options.  
Identifying improvement opportunities.  
Requirements allocation.  
Identifying potential value.  
Costs of potential solutions.  
Value of a solution to stakeholders.  
Recommending the solution.

## 8 MANAGING SOLUTION EVALUATION

Measuring the solution performance.  
Analysing solution performance.  
Assessing solution limitation.  
Assessing enterprise limitations.  
Recommending actions to increase solution value.

## 9 EXAMINATION

Documenting your work experience & Calculation of eligible work hours  
Filling your application.  
Examination preparation and strategy & Taking the examination.

• Content and sequence and case studies are subject to change based on time limit available and trainee needs. Online and classroom topics are different given the nature of interaction.

## **INTRODUCTION**

Business analysis is one of the fastest growing high demand job roles. The CBAP is the gold standard in business analysis certifications and is aimed at Senior business analysts or Business Analyst managers with a minimum 5 years of experience and eligible to apply for the IIBA Certified business analysis professional (CBAP) designation. This course is designed as per the new IIBA enhanced certification program. The CBAP is a BA Manager.

The program is suitable for Senior Business analyst, CIO, Project Managers, Senior Managers, Practice managers, Sales teams, Product Business analysts, Process analysts, Solution architects, Business Strategy consultants, Requirements analysts, Senior developers, Team leads, and those who are working on onsite and offsite client interaction roles.

This program is best suited for practicing managers with good domain expertise in any industry especially in Operations, Product Management, IT, Marketing and sales, CRM, and Consulting. This program is ideal for those who is involved in large organizational wide digital transformation initiatives.

## **WHO SHOULD ATTEND ?**

1. Business Analyst from the software development industry or with client organizations working in senior positions in IT, Operations and strategy areas. IT or Business consultants who interact with clients at strategic, tactical or operational levels.
2. Experienced business users or core team members working with IT departments as client side business analyst in IT projects, process improvement, transformation and strategic initiatives.
3. Product managers and business process owners and those interacting with IT development teams for development of IT solutions.
4. Project managers.
5. QA/Testing professionals.
6. Team leads/System Analysts /Developers who interact with clients.

## **COURSE BENEFITS**

- Pass the IIBA examinations with confidence.
- Practice real life case studies using templates and learn from practitioners.
- Get recognized as part of an International elite professional body and increase your stature among peers and work groups.
- Apply the learning to your work situations and improve efficiency, productivity and quality.

## **COURSE RESOURCES**

- 35 PDU's from IIBA EEP.
- More than 10 hours' interactive video session.
- Course designed based on competency framework for CBAP.  
Application support to put your application to IIBA.
- Examination like Case study based questions.
- Access to high quality learner management system.
- Practice using real life templates.
- Interact with our expert trainers.
- Content designed by a team of CBAP and PMP with decades of experience.

## **UNIQUE COMPETENCY BASED TRAINING PROGRAM**

The introduction of competency based training for IIBA examinations is a game changer and most conventional training methods based on cramming study guides will yield less or no results.

### **WHAT DO YOU GET FROM THE WORKSHOP ?**

- 35 PDU to apply for the CBAP examinations.
- Hard copy of study materials.
- Access to advanced learner management system.
- Chapter end questions as per the IIBA LOS.
- Application support to get your application approved by IIBA.
- Study plan to keep you on the track.

**Prerequisites:** Prior experience in business analysis preferred.

### **CBAP EXAMINATION PATTERN**

The CBAP® exam is 3.5 hours long and consists of 120 multiple choice questions. The questions are case study-based (i.e. longer cases (1-1.5 pages) of information) with multiple questions about the case. It is competency based and aligned with BABOK® Guide Version 3.



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