

Document Generated: 01/09/2026

Learning Style: Virtual Classroom

Technology:

Difficulty: Beginner

Course Duration: 3 Days

Business Analysis Essentials (BAB-608)



About this Course:

A Business Analyst plays a significant role in the progress and growth of a business enterprise. These professionals are trained to work with viable chunks of business data & information and are responsible for developing robust business strategies. This 3 Days Training Program provides a comprehensive overview of Business Analysis Essentials for Professionals striving to learn the best way to streamline business processing and operations. This course sheds light on the core concepts related to business analysis including the analyst role of collecting, documenting, and tracking unique business requirements.

The Business Analysis Essentials is a pivotal course for Business Managers and is compliant with the standards laid by the Business Analysis Body of Knowledge (BABOK). The primary objective of this course is to train and prepare candidates for success in the IIBA Business Analyst Certification Exams and also helps students develop a conceptual understanding of multiple integral business facets.

Course Objectives:

The core objective of this course is to help professionals develop a better understanding and sound knowledge of the following key concepts:

- Understanding the Role & Responsibilities of a Business Analyst
- Fundamentals & Essentials of Business Analysis
- Difference between a System Analyst and a Business Analyst
- Management & Requirement Elicitation
- Planning & Monitoring Project
- Understanding the Project Lifecycle
- Identifying the Scope & Methodology of the Project
- Feasibility, Cost, & Risk Analysis
- Collection of Data, Documentation Analysis, & Tracking the Progress of the Project
- Verification & Validation Requirements

Audience:

This course is specifically tailored for the following group of professionals and interested candidates:

- Business Managers
- Business Analysts
- Data Science Professionals

Prerequisites:

There are no prerequisites for the Business Analysis Essentials (BAB-608) course

Course Outline:

Day 1

- Define BA Roles and responsibilities
- Describe the emerging BA profession including the IIBA certification program
- Describe the difference between business analysis versus systems analysis
- Describe the challenges of business analysis
- Describe the interface between business analysis and project management
- Understand scope and configuration management
- Describe and apply the BABOK Knowledge areas, Fundamental Skill areas and Technical Skills
- Apply enterprise analysis skills in
 - Organizational aspirations and measurement of financial performance
 - Strategic planning
 - Organizational architecture
- Building the business case (feasibility, opportunities, risk, benefits/costs and analysis)
- Detailing and documenting the business case (selecting and prioritizing projects)
- Problem solving
- Describe requirements planning and management (roles, responsibilities, stakeholder needs, interests and conflict management)

Day 2

- Build the requirements development project plan, including
- Identification of deliverables and activities
- Identification of the schedule and milestones for requirements development
- Management of the scope of the requirements project
- Reporting on requirements progress and performance
- Exercises in requirements planning
- Apply requirements gathering techniques for collection of requirements, including
 - Brainstorming
 - Identification of scenarios
 - Document analysis
 - Focus groups
 - Interface analysis
 - Interviews
 - Job shadowing
 - Prototyping
 - Requirements workshop
 - Survey/questionnaires
 - Reverse engineering
 - User task analysis
- Describe requirements analysis and documentation, and attributes of good requirements

Day 3

- Apply techniques for analyzing requirements (data/behavior, process/flow and usage models)
- Demonstrate skills in managing
- Supplementary requirements
- Assumptions and constraints
- Requirements attributes
- Traceability of requirements
- Requirements specifications
- Requirements validation
- Communicate requirements
- Identify requirements format (target audience, presentation requirements, preferences and tools)
- Describe the creation of the requirements package
- Describe requirements presentation
- Describe the management of requirements review and signoff
- Exercise in requirements communication and presentation
- Describe requirements implementation including issues such as
- Alternative solutions
- Technology options
- Facilitation of solution selection
- Usability of the solution
- Quality assurance

Credly Badge:



Display your Completion Badge And Get The Recognition You Deserve.

Add a completion and readiness badge to your LinkedIn profile, Facebook page, or Twitter account to validate your professional and technical expertise. With badges issued and validated by Credly, you can:

- Let anyone verify your completion and achievement by clicking on the badge
- Display your hard work and validate your expertise
- Display each badge's details about specific skills you developed.

Badges are issued by QuickStart and verified through Credly.

[Find Out More](#) or [See List Of Badges](#)