



## Business Analysis Mastery: Advanced Skills & IIBA-Aligned Practices



**AGILE LEADERS**  
Training Center

# Business Analysis Mastery: Advanced Skills & IIBA-Aligned Practices

## Course Overview

This immersive course, grounded in the Business Analysis Body of Knowledge BABOK®, is designed for aspiring and experienced business analysts aiming to enhance their professional skills according to IIBA® standards. Through a dynamic mix of theoretical knowledge and practical application, this course empowers participants with essential business analysis competencies. Participants will gain practical experience in stakeholder engagement, requirements elicitation, solution evaluation, and strategic project implementation. The course culminates in a final and 30 Professional Development Units [Agile Leaders Training Center Professional Certificate](#) to earn the PDUs.

## Target Audience

- Aspiring Business Analysts •
- Existing Business Analysts seeking to formalize and upgrade their knowledge •
- Team leaders interacting with business analysts •

## Targeted Organizational Departments

- Business Analysis Teams •
- Project Management •
- Strategy and Planning •
- IT and Systems Development •
- Operations and Process Improvement •

## Targeted Industries

- Information Technology •
- Healthcare •
- Finance •
- Manufacturing •
- Consulting •

## Course Offerings

By the end of this course, participants will be able to:

- Define the principles of business analysis and its value in project environments •
- Apply various stakeholder engagement and elicitation techniques •
- Evaluate and validate requirements for feasibility and alignment with project goals •
- Analyze and select the best solutions based on predefined criteria •
- Design strategies and monitoring systems for successful project implementation •

## Training Methodology

This course employs a blended learning approach to ensure participants gain both theoretical knowledge and practical skills. The training combines interactive lectures, group discussions, and real-world case studies. Participants engage in hands-on exercises covering stakeholder identification, requirements elicitation, solution evaluation, and strategic project implementation. Role-playing and scenario-based simulations allow participants to practice techniques in realistic contexts. Feedback sessions and collaborative workshops reinforce learning, enabling participants to refine analytical and problem-solving skills. By the end of the course, learners can confidently apply business analysis principles in their organizations and are fully prepared for the final test.

## Course Toolbox

Participants will have access to practical tools and resources, including:

- Stakeholder analysis templates and mapping tools •
- Requirement elicitation checklists and documentation frameworks •
- Gap analysis and solution evaluation matrices •
- Feasibility assessment and validation guides •
- Strategic monitoring and project implementation templates •
- Case studies and real-world examples •
- Interactive exercises and role-play scenarios •

## Course Agenda:

### Day 1: Foundations of Business Analysis

- Introduction to Business Analysis Topic 1: •
- Guiding Principles and Best Practices Topic 2: •
- The Value Proposition of Business Analysis Topic 3: •
- Skills and Competencies for Business Analysts Topic 4: •
- Ethics and Professionalism in Business Analysis Topic 5: •
- Business Analysis in Organizational Context Topic 6: •
- Recap of Key Learnings and Group Discussion Reflection & Review: •

## Day 2: Stakeholder Engagement and Requirement Elicitation

- Identifying Key Stakeholders in Projects Topic 1: •
- Overview of Elicitation Techniques Topic 2: •
- Selecting the Right Elicitation Technique for Your Project Topic 3: •
- Recording and Documenting Elicited Requirements Topic 4: •
- Managing Stakeholder Expectations and Relationships Topic 5: •
- Applying Elicitation Techniques in Practice Topic 6: •
- Stakeholder Management & Elicitation Recap Reflection & Review: •

## Day 3: Requirements Evaluation and Validation

- Introduction to Requirement Quality Topic 1: •
- Feasibility Analysis for Requirements Topic 2: •
- Alignment of Requirements with Project Goals Topic 3: •
- Requirement Validation Techniques Topic 4: •
- Managing Requirement Changes Effectively Topic 5: •
- Case Study: Requirement Evaluation in Action Topic 6: •
- Validating Requirements and Managing Changes Reflection & Review: •

## Day 4: Solution Analysis and Selection

- Gap Analysis in Business Solutions Topic 1: •
- Solution Evaluation Techniques Topic 2: •
- Solution Selection Criteria and Best Practices Topic 3: •
- Developing Recommendations for Stakeholder Buy-in Topic 4: •
- Managing Risks and Challenges in Solutions Topic 5: •
- Hands-on Exercise: Solution Evaluation Topic 6: •
- Review of Solution Analysis Techniques Reflection & Review: •

## Day 5: Strategy Design and Monitoring for Implementation

- Designing Strategic Plans for Successful Project Implementation Topic 1: •
- Developing Monitoring Mechanisms for Projects Topic 2: •
- Establishing Effective Feedback Loops Topic 3: •
- Risk Management in Project Implementation Topic 4: •
- Project Closure and Long-term Value Realization Topic 5: •
- Case Study: Strategic Implementation Success Topic 6: •
- Recap of Strategic Planning and Risk Management Reflection & Review: •
- Business Analysis Knowledge Assessment Final Test: •

What specific qualifications or prerequisites are needed for participants before enrolling in the course?

No formal qualifications are required. A basic understanding of business concepts is helpful, and experience in project management or related fields is beneficial but not mandatory.

How long is each day's session, and is there a total number of hours required for the entire course?

Each day's session lasts approximately 4-5 hours, including breaks and interactive activities. The total course duration is five days, about 20-25 hours.

How does the course help with business analysis in real-world scenarios?

The course uses real-world case studies and scenario-based exercises to allow participants to apply theoretical concepts directly, building practical skills for immediate workplace application.

## How This Course is Different from Other Business Analysis Courses

This Business Analysis Mastery course distinguishes itself by blending foundational knowledge with hands-on practical application. Unlike traditional courses that focus heavily on theory, this course emphasizes real-world exercises using case studies and simulations. Participants practice stakeholder engagement, elicitation techniques, requirements validation, and solution evaluation in realistic scenarios. Aligned with IIBA® standards, the course prepares learners to tackle complex business challenges and implement effective strategies. Its focus on performance monitoring and strategic project implementation equips participants with a complete toolkit for professional success. Interactive discussions, feedback sessions, and collaborative exercises ensure that participants gain not only knowledge but also actionable skills to immediately apply in their organizations.



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## فئات الدورات التدريبية



HR TRAINING &  
DEVELOPMENT

دورات إدارة و تطوير الموارد البشرية



دورات إدارة و تحليل البيانات ودورات علم  
البيانات



دورات إدارة الجودة وتطوير العمليات



الدورات التدريبية في مجال البيئة والاستدامة



دورات التسويق وإدارة علاقات العملاء وإدارة  
المبيعات



دورات التدريب القانوني والمشتريات  
والتعاقدات



دورات الاتصال الجماهيري و السياسات  
والعلاقات العامة



دورات الذهن السيبراني ودورات تقنية  
المعلومات



دورات الصيانة ودورات المجالات الهندسية  
المختلفة



دورات الصحة والسلامة والذهن المهني



دورات السكرتارية و إدارة المكاتب



دورات الحوكمة وإدارة المخاطر والامتثال



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## فئات الدورات التدريبية



دورات معتمدة بشهادة CPD



دورات في مجالات القيادة والإدارة



دورات المهارات الشخصية وتطوير الذات



دورات الحاسبة و التمويل و دورات الإدارة  
المالية



دورات مكتب إدارة المشاريع وإدارة المشاريع  
الرشيقة



دورات معتمدة من قبل هيئات دولية

## مدن التدريب



اسطنبول - تركيا



أهستردام - هولندا



أكرا - غانا



أثينا - اليونان



الرياض - المملكة العربية السعودية



الدوحة - قطر



الدار البيضاء - المغرب



الجبيل - المملكة العربية السعودية



باريس - فرنسا



المنامة - مملكة البحرين



الكويت - الكويت



القاهرة - مصر



براغ - جمهورية التشيك



بانكوك - تايلاند



بالي - جمهورية إندونيسيا



باكو - أذربيجان

## مدن التدريب



جاكرتا - جمهورية إندونيسيا



تبليسي - جورجيا



بوكيت - تايلاند



برشلونة - إسبانيا



روما - إيطاليا



دبي - الإمارات العربية المتحدة



جوهانسبرغ - جنوب إفريقيا



جنيف - سويسرا



شرم الشيخ - مصر



سيول - كوريا الجنوبية



سان دييغو - الولايات المتحدة الأمريكية



زنجبار - تنزانيا



طوكيو - اليابان



طشقند - أوزبكستان



طرابزون - تركيا



شيكاغو - الولايات المتحدة الأمريكية

## مدن التدريب



كوالالمبور - ماليزيا



فيينا - النمسا



عن بعد - منصة زووم



عمان - المملكة الأردنية الهاشمية



ماربيا - اسبانيا



لندن - المملكة المتحدة



لانكاوي - ماليزيا



كيب تاون - جنوب إفريقيا



ميلان - إيطاليا



مونترنو - سويسرا



مسقط - سلطنة عمان



مدريد - إسبانيا



نيس - فرنسا



نairobi - كينيا



ميونخ - ألمانيا

# WHO WE ARE

Agile Leaders is a renowned training center with a team of experienced experts in vocational training and development. With 20 years of industry experience, we are committed to helping executives and managers replace traditional practices with more effective and agile approaches.

## OUR VISION

We aspire to be the top choice training provider for organizations seeking to embrace agile business practices. As we progress towards our vision, our focus becomes increasingly customer-centric and agile.

## OUR MISSION

We are dedicated to developing value-adding, customer-centric agile training courses that deliver a clear return on investment. Guided by our core agile values, we ensure our training is actionable and impactful.

## WHAT DO WE OFFER

At Agile Leaders, we offer agile, bite-sized training courses that provide a real-life return on investment. Our courses focus on enhancing knowledge, improving skills, and changing attitudes. We achieve this through engaging and interactive training techniques, including Q&As, live discussions, games, and puzzles.



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