



Business Analysis Mastery: Advanced Skills & IIBA-Aligned Practices

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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 test to earn the Agile Leaders Training Center Professional Certificate and 30 Professional Development Units (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.

فئات الدورات التدريبية

الدورات التدريبية في مجال البيئة والاستدامة	دورات إدارة الجودة وتطوير العمليات
دورات إدارة و تحليل البيانات ودورات علم البيانات	دورات إدارة و تطوير الموارد البشرية
دورات الذهن السيرياني ودورات تقنية المعلومات	دورات الاتصال الجماهيري و السياسات والعلاقات العامة
دورات التدريب القانوني والهشتريات والتعاقدات	دورات التسويق وإدارة علاقات العملاء وإدارة المبيعات
دورات الحوكمة وإدارة المخاطر والامتثال	دورات السكرتارية و إدارة المكاتب
دورات الصحة والسلامة والذهن المهني	دورات الصيانة ودورات المجالات الهندسية المتنوعة
دورات المحاسبة و التهويل و دورات الإدارة المالية	دورات المهارات الشخصية وتطوير الذات
دورات في مجالات القيادة والإدارة	دورات معتمدة من قبل هيئات دولية
دورات مكتب إدارة المشاريع وإدارة المشاريع الرشيقية	



معدن التدريب

أكر غانا	أثينا اليونان	أبوظبي الإمارات العربية المتحدة
الجبيل المملكة العربية السعودية	استنبول تركيا	أهستردام هولندا
الرياض المملكة العربية السعودية	الدوحة قطر	الدار البيضاء المغرب
المنامة مملكة البحرين	الكويت الكويت	القاهرة مصر
بانكوك تايلند	باكو أذربيجان	باريس فرنسا
برلين ألمانيا	برشلونة إسبانيا	براغ جمهورية التشيك
تيليسي جورجيا	بوكيت تايلاند	بورتو البرتغال
جنيف سويسرا	جاكارتا جمهورية إندونيسيا	تورنتو كندا
روما إيطاليا	حلي الإمارات العربية المتحدة	جوهانسبرغ جنوب أفريقيا
سنغافورة سنغافورة	سان دييغو الولايات المتحدة الأمريكية	زنجان تنزانيا
شيكاغو الولايات المتحدة الأمريكية	شرم الشيخ مصر	سيول كوريا الجنوبية
طوكيو اليابان	طشقند أوزبكستان	طرابزون تركيا
فرانكفورت ألمانيا	عن بعد منصة زووم	عمان المملكة الأردنية الهاشمية

مدن التدريب

كيب تاون جنوب افريقيا	كوالالمبور ماليزيا	فيينا النمسا
لندن المملكة المتحدة	لشبونة البرتغال	لانكاوي ماليزيا
مسقط سلطنة عمان	هدريد اسبانيا	ماربيا اسبانيا
ميونخ ألمانيا	ميلان إيطاليا	مونترو سويسرا
	نيويورك الولايات المتحدة الأمريكية	نيروبي كينيا