Sys·tem·a´·tion®

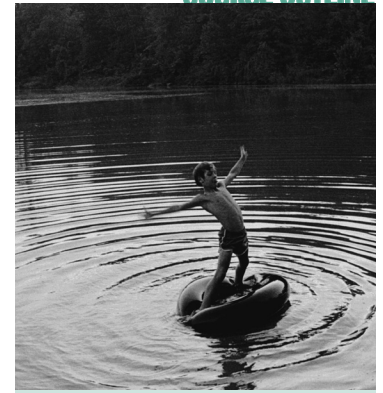## Bringing Business Solutions to Life

From core fundamentals and technical design to quality assurance and implementation, Bringing Business Solutions to Life helps Business Analysts master all the important processes they are likely to encounter when launching new systems. This two-day workshop begins by reviewing the Business Analyst's role throughout the entire lifecycle of a project, and then fills in all the important details. Every key theme along the way is taught using an experiential approach, including how Business Analysts can participate more effectively in the implementation process; how they can ensure that project requirements have been implemented completely; and what tools and techniques are available in the later phases of a project that can help ensure more successful implementations.

DURATION:
Traditional - 2 days.
Virtual - 16 hours.

CAPACITY: 20 people.

WHO SHOULD ATTEND: Business Analysts interested in learning about those activities related to successfully launching a new system, with its accompanying process and organization change.

PREREQUISITES: Fast Start® in Business Systems Analysis, Survival Skills for Analysts, Mastering the Requirements Process.

PDUs: 14 credits.

CDUs: 16 credits.

FEATURES

- Our facilitators bring real-world experience to every workshop.

- Participants will be led, not lectured, through a combination of presentations and hands-on exercises.

- Our workshops provide an experiential environment where participants can take risks and make adjustments based on their results before approaching large projects.

- Our workshop is consistent with the International Institute of Business Analysis' *Guide to the Business Analysis Body of Knowledge (BABOK® Guide)*.

DISCOVER HOW TO

- Produce traceability matrices

- Evaluate solution alternatives

- Develop the user interface using storyboards

- Run an effective user acceptance test

- Perform an impact analysis on the current state versus the desired future state.

- Identify the tasks required to successfully implement the solution within the three components: process change / system change / organization change.

- Evaluate whether the solution is ready to be deployed

COMPETENCIES

Business Analysis Planning and Monitoring
  Plan Business Analysis
    Approach
Requirements Life Cycle Management
  Trace Requirements
Requirements Analysis & Design Definition
  Validate Requirements
Solution Evaluation
  Measure Solution Performance
Underlying Competencies
  Analytical Thinking & Problem
    Solving

OUTLINE SUMMARY

Introduction
- Review the role of business analysts in the entire life cycle of a project, from initiation through to implementation
- Set the scene for the case study project
- Review the workshop objectives, agenda and approach

The Fundamentals
- Identify the factors that a BA can influence to make the project successful
- Discuss how to manage changing requirements through the design, development and testing phases
- Introduce the concepts of requirements validation and traceability
- Produce a traceability matrix
- Discuss ways a BA can measure success of the project with performance measures

Technical Design
- Discuss ways a BA can identify technical alternatives to the solution design
- Discuss "build versus buy" considerations
- Review techniques to evaluate solution alternatives
- Perform an analysis and provide a recommendation on design alternatives, both for the user interface and technical alternatives

Testing
- Learn how a BA can effectively support the testing effort
- Review the various types of tests performed
- Discuss a "top down" process to create test cases so that they are organized and efficient
- Produce test cases based on the requirements presented in use cases
- Run a simulated user acceptance testing session with the aim of detecting problems and enhancement requests from users
- Determine whether the solution is ready to go live, based on the test results

Implementation
- Review the role a BA can play in the implementation phase of a project
- Perform an impact analysis on the current state versus the desired future state and recognize the potential impacts of the solution
- Discuss how to transition to the future state
- Identify the tasks required to successfully implement the solution

Follow Through
- Review ways a BA can be prepared to perform post-implementation activities to ensure that the solution is successful
- Present a "go / no go" recommendation to key stakeholders based on an analysis of "readiness to change"
- Hold a meeting to introduce the solution to stakeholders and users

Sys·tem·a·tion®

Get to the Heart of the Matter.®