FACULTY OF ACCOUNTING AND INFORMATICS

DEPARTMENT OF INFORMATION SYSTEMS

DIPLOMA IN ICT: BUSINESS ANALYSIS

DIIBA1

BAPB301 Major Project

BUSINESS ANALYSIS PROJECT 111B
BAPB301

This is a continuation of the project that was started in BAPA301. This document contains important information regarding the requirements for the report as well as the assessment criteria for the various parts of the project. There are **three parts** to the project this semester. The due dates for the different parts of the project are as follows:

Requirement	Due Date
Work system for chosen business	*07 August 2024*
Requirements Analysis and Design: **Document Submission** **Presentations**	*11 September 2024* *16 – 27 October 2024*
Solution Evaluation Plan	*09 October 2024*

NB: *If you default on the due dates you will be penalized **5 % per day** that it is late.*

This is a group project. A group can have a minimum of five students and a maximum of eight. Most of you will be keeping the groups you had in semester one whereas some of you have been allocated to or changed groups for semester two. If you still do not have a group, please email me on sithembisod@dut.ac.za.

Work System Document: **Due 07 August 2024**

It is expected that you will be using the same business you were using in semester one. Your reference for the completion of the entire project will be the BABOK guide as well as the information and references you will find in our Moodle classroom, as well as other sources you may find.

The **template** for this part of the project can be found in the Moodle classroom. This is a **two-page** (not more than two pages please) document that provides a summary of the current ('as is') state of the business and your proposed solution. The headings for the various sections of the template are as follows:

1. **Customers** – this refers to the people who receive products or services from the work system and are made of internal customers (people who work within the organisation) and external customers (who are the organisation's customers).
2. **Products/Services** – whatever is produced by the work system. It could be tangible or intangible things like information, documents or actions.
3. **Activities and Processes** – this refers to actions and processes that take place within a work system. These should be written in a logical, sequential manner. It should also state who is responsible for the action.
4. **Participants** – this includes all the people who perform the work that impacts or is impacted by the work system.
5. **Information** – all information that is used by or generated by the work system.
6. **Technologies** – any tools or automated services that are used within the work system.
7. **Problem identification –** state the problems you have identified with the way the current work system functions.
8. **Proposed solution** – state the solutions you have proposed to improve the system.

Requirements Analysis and Design: Due 11 September 2024

Now that you have fully investigated and understood the current state of the business and have recommended a course of action for the organisation you can analyse in detail the requirements you have collected and where necessary engage in further elicitation with stakeholders to clarify your requirements. Based on the requirements you would need to develop an appropriate design for the solution.

The headings you would need to have for this part of the project are as follows:

1. **Introduction –** *(here you will provide a brief introduction to the organisation as well as introduce what this report is about)*
2. **Requirements Specification and Modelling –** *(here you will state all the requirements for the different stakeholders and model them)*
3. **Requirements Verification –** *(explain your verification process and provide checklists that will be used for this)*
4. **Requirements Validation –** *(explain the validation process and provide the evaluation criteria that will be used to assess the success of the change)*
5. **Requirements Architecture –** *(use models to show how the different elements of the solution fit together)*
6. **Design Options –** *(provide the design of the possible solution or solutions and show how they satisfy the different requirements)*
7. **Potential Value of the recommended Solution/s –** *(if you have provided more than one option in 6 above then you would need to estimate the potential value of each of the options otherwise you would need to estimate the value of the one solution you have and explain how it meets the organisation's requirements)*
9. **Conclusion –** *(a brief summary of what was addressed in this report)*
10. **References -** *(all sources of information that were used in drawing up this report need to be in the reference list. Where you have taken material directly from another source, please ensure you have in-text references for it)*

Requirements Analysis and Design Presentation: 16th – 27th October 2024

You will be required to present the Requirements Analysis and Design orally to your lecturer. All group members will need to participate in the presentation. You would need to choose carefully the most important information that would need to be presented. You may be asked by your lecturer to present any part of it, so it is important that you are all familiar with the entire document.

For the presentation you are required to do the following:

1. Prepare a Powerpoint that is clearly visible with appropriate information

2. There must be a clear introduction and conclusion to the presentation as a whole as well as to your part

3. Speak loudly and clearly

4. Be clear in the point you are making (do not ramble)

5. Speak in complete sentences

6. Do not assume your audience knows what you are talking about

7. Prepare as a group, so that the presentation flows

8. **DO NOT READ**

Solution Evaluation Plan: Due 09 October 2024

This part of the project will look at how the Business Analyst would assess the performance of a solution as well as the value it brings to the organization once it is implemented. As you will not have a solution to assess, you would need to outline a plan for the solution evaluation.

The headings you would need to have for this part of the project are as follows:

1. **Introduction -** *(here you will provide a brief introduction to the organisation as well as introduce what this report is about)*
2. **Measuring Solution Performance –** *(outline a plan of the most appropriate way of assessing the performance of the solution in terms of how it meets the organisation's goals and objectives)*
3. **Analysis of Performance Measures –** *(here you may have to make a number of assumptions as you will not have actual performance measures to analyse. This will be discussed further in class)*
4. **Conclusion –** *(a brief summary of what was addressed in this report)*
5. **References -** *(all sources of information that were used in drawing up this report need to be in the reference list. Where you have taken material directly from another source, please ensure you have in-text references for it)*

Please Ensure you Adhere to the Formatting of documents as follows:

- A cover page including all group members' surnames, initials and student numbers must be included.
- There should be *zero* spelling and grammatical errors (please use the spelling and grammar check in word)
- Arial font size 12
- Line spacing set to 1,5
- Word generated table of contents and table of figures
- DUT Harvard referencing (please refer to the referencing guide if you are not sure)
- Top and bottom page margins set to 2cm and left and right margins set to 2,54cm
- Insert a footer that includes page numbers
- Please ensure that each member of your group signs the **Plagiarism declaration** which must be included in the document