

# Wizards Training

## Business Analyst Training Course Curriculum

**Duration: Four Weekends/ Sat & Sun: 9.00am – 1.00pm or 1.00pm – 5.00pm**

**Total No. of Hours: 40 hours**

### The course will cover the following main topics:

- The Role of the Business Analyst
- Software Engineering Principles (SDLC, Waterfall, RUP, Agile)
- Object Oriented Analysis Techniques
- Effective Requirements
- Requirement Modeling Techniques ( Use Cases and UML 2.0)
- Investigation Techniques ( JAD Sessions, Surveys, SME Interviews)
- Project Management and QA Basics

### Business Analyst

- Introduction to Business Analysis and Project Management.
- SDLC (Software Development Lifecycle) Methodologies.
  - ❖ SDLC
  - ❖ Waterfall
  - ❖ Rational Unified Process (RUP)
  - ❖ Agile ( XP, Scrum)
- Role of a Business Analyst, BA Duties and Expectations
- Requirements Gathering Techniques
  - ❖ Facilitating Requirement Gathering
  - ❖ Introduction to Problem Analysis, GAP Analysis and JAD sessions (How)
  - ❖ Story Boarding (Live examples)
  - ❖ Preparing Meeting Minutes
  - ❖ Requirements Traceability Matrix
  - ❖ Communicating Requirements
  - ❖ Stakeholder Interviews (Phone, In Person)
  - ❖ Defects and Change Management

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Training Location: 1039 Sterling Road, Ste. 103, Herndon-VA-20170. USA.  
Ph: 703-263-7278 Fax: 703-935-8849 training @wizardsedu.com  
(Behind Fuddruckers @ Cross Roads of Dulles on Elden Street)

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- ❖ Negotiating with Business SME (Subject Matter Experts, Development Team etc).
- ❖ Final/Baseline Documentation Preparation and Signoff.
- Requirements Management.
- Types of Requirements
  - ❖ Functional Requirements
  - ❖ Non Functional Requirements
  - ❖ User Requirements
  - ❖ Business Requirements
  - ❖ Technical Requirements
  - ❖ Report and Interface Requirements
  - ❖ Analyzing and Documenting Requirements
  - ❖ Tools for Documenting Requirements
- Requirement Modeling Techniques
  - ❖ Use Cases
  - ❖ Shall Statements
  - ❖ Wireframing
  - ❖ Personas
  - ❖ User Stories
  - ❖ Scenarios
  - ❖ UML 2.0
  - ❖ Use Case Diagrams
  - ❖ Activity Diagrams
  - ❖ Sequence Diagrams
  - ❖ Collaborations Diagrams
  - ❖ Workflow Analysis
  - ❖ Gap Analysis ( AS IS and TO BE Process Maps)
  - ❖ Business Process Modeling
- Project Management and Testing
  - ❖ Introduction to Project Planning
  - ❖ Workbreakdown Structure
  - ❖ Gantt Charts
  - ❖ Resource Planning and Worksheets.
  - ❖ Test Strategy
  - ❖ Test Plans

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- ❖ Test Cases
  - ❖ Defect Tracking and Bug Reports
  - ❖ Mercury Quality Center.
- Tools
- ❖ MS Visio and Star UML
  - ❖ MS Word – Using Requirement Templates
  - ❖ MS Project
  - ❖ Mercury Quality Center
  - ❖ Rational Rose, Requisite Pro, Caliber RM
- SQL- Basic SQL knowledge is required for BA to be able to query the Existing or New DB to figure out the gaps in the requirements to the developed product.

## Weekly Progress assessment will be done through:

- ✓ Quizzes on completed topics
- ✓ In-class exercises in preparing documents and writing requirements on mockup projects.
- ✓ Mockup JAD sessions will be conducted in class.

**Documentation:** Course notes, including guides, templates and checklists. References to websites for further subject enhancements.

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