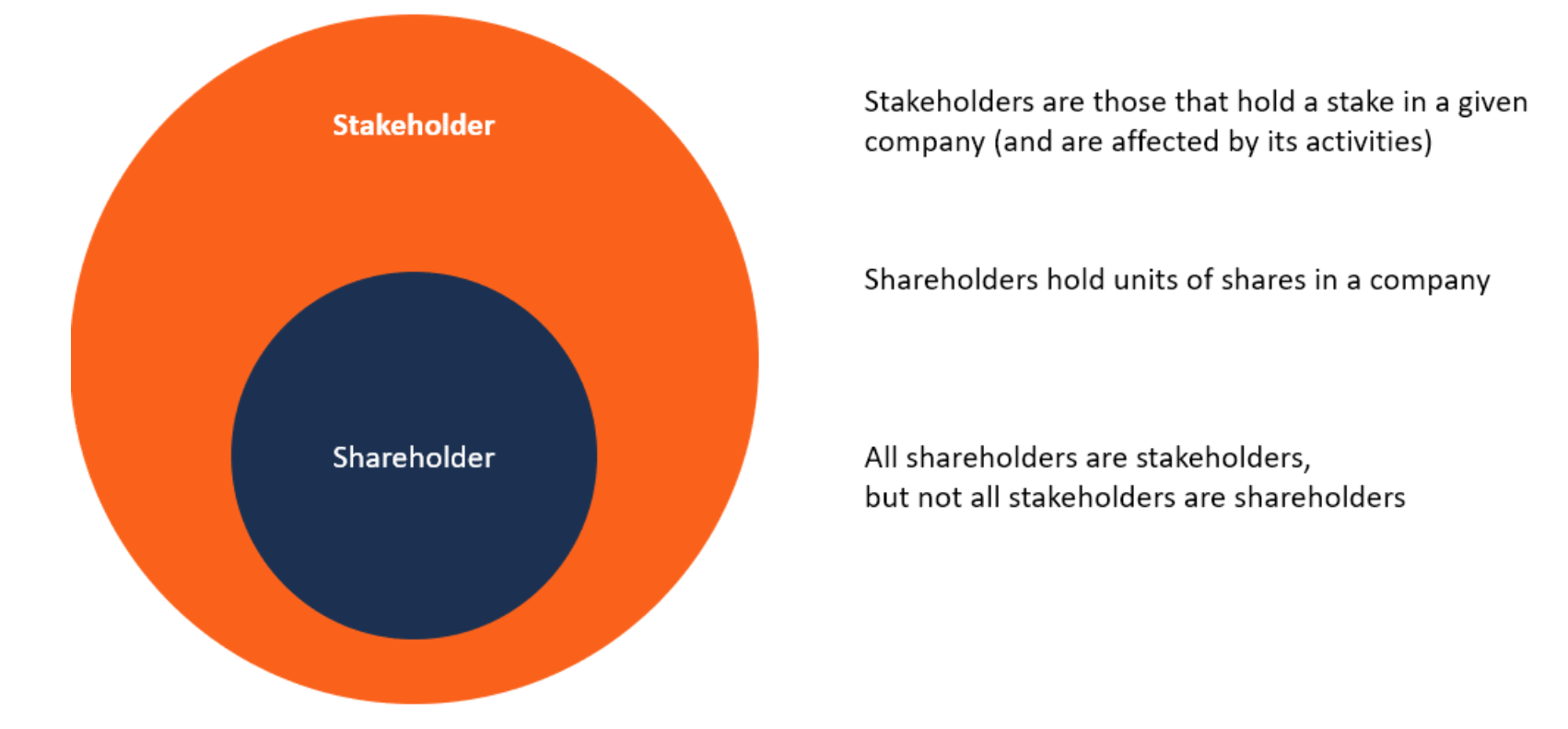
**Day 1 BA|DA TRAINING**

* **Who are stakeholders? What are their roles and responsibilities?**

In a corporation, a stakeholder is a member of "groups without whose support the organization would cease to exist". A stakeholder is either an individual, group or organization who is impacted by the outcome of a project. They have an interest in the success of the project and can be within or outside the organization that is sponsoring the project.

The customer, subcontractors, suppliers, and sometimes even the government are stakeholders. Stakeholders play different roles within a project, depending on responsibilities, rules and titles formulated during the formation of the project or during its growth. ... A manager may be a stakeholder in a project because his or her decisions may lead to success or failure of the project's performance.

* **Difference between Shareholders and Stakeholders? Who can be stakeholders?**



A shareholder can sell their stock and buy different stock; they do not have a long-term need for the company. Stakeholders, however, are bound to the company for a longer term and for reasons of greater need.

For example, if a company is performing poorly financially, the vendors in that company's supply chain might suffer if the company no longer uses their services. Similarly, employees of the company, who are stakeholders and rely on it for income, might lose their jobs.

**Stakeholders** can affect or be affected by the organization's actions, objectives and policies. Some examples of key stakeholders are creditors, directors, employees, government (and its agencies), owners (shareholders), suppliers, unions, and the community from which the business draws its resources.

* **Difference between Business Analysis and Business Analyst?**

As defined by IIBA (International Institute of Business Analysis), the business analysis is a discipline of determining the business needs and identifying the solutions to business problems.

A business analyst coordinates between a client and the technical team. A client can be either the internal team that is required to work with the technical team or external, with the requirements to solve a problem. The technical team can either deliver a service or build a product.

The business analyst makes sure that the service or product provided by the technical team meets the client’s present requirements. He/she collaborates with the external and internal stakeholders in the implementation as well as design of the service or product.

* **Roles and Responsibilities of the Business Analyst?**

**Responsibilities of A Business Analyst:**

1. Understand the Requirement of the Businesses

2. Possibilities of the System

The fundamental goal of the BA is to obtain the project concentrated early by transforming the initial high-level goal into something realistic.

3. Presentation & Public Speaking

The main responsibility of the Business Analyst is to impress the stakeholder and other authority with their presentation, which would have a notable effect on the growth of the business.

4. Elaborate the Details of the Project

The most important responsibility of the Business Analyst is elaborating the details. This is where he gets into evaluating the needs and guarantee the implementation team has the entire details, they require creating or implementing the process.

5. Support the Project Implementation

The Business Analysts involved in the implementation support through life cycle end. Business Analyst is not generally involved in the implementation directly unless they are holding extra roles on the designated project.

6. Functional Requirements and Non-Functional Requirements

Attaining successful end product is one of the roles as well as responsibilities of a Business Analyst. He should determine what the project should do and how the project should work. In the terms of Business Analysis, these are referred as functional (What the project should do) and the non-functional (how the project should work) requirements.

7. User Acceptance Testing

The responsibilities of the Business Analysts do not end up with the identification of the needs and requirements of the project. Ensuring that the product is functioning well as it is designed for, in addition to ensuring the product delivered satisfies the user requirements is one among the most vital responsibilities of the Business Analyst.

8. Technical Writing, Decision Making & Problem Solving

The main role of Business Analysts is the building of business requirements specification, as well as other phases of documentation. They are in need to develop informative, coherent and usable documents for professional success.

9. Maintenance of System and Operations

Once the entire requirements have been addressed and the solution offered the role of Business Analysts moves to preventing or correcting defects, making changes, enhancements and maintenance of the system to enhance the value of the system.

10. Team Building

It is an inevitable responsibility of a Business Analysts. They are required to lead ad hoc or formalized teams. They are in need to coordinate, structure, and lead these team members to make their role more successfully.