CELEBRATING
15 YEARS

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Business Analyst
Cum PO

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Introduction

⇨ Introduction to Business Analysis
⇨ Roles and Responsibilities
⇨ Who all work as a BA
⇨ Pre-Requisites of this course
⇨ Business Analyst Career Path
⇨ Salary Trends and Job Openings

Skills Set

⇨ Analysis
⇨ Detailed Analysis
⇨ Business Process
⇨ Business/Service Line
⇨ Leadership
⇨ Decision Making
⇨ Problem Solving Skills
⇨ Planning
⇨ Listing and Documentation
⇨ Visualization

Right Direction with Your Team

⇨ Team Handling
⇨ Communication
⇨ Collaboration
⇨ Monitor

How You are into the Software

⇨ Software Development Process
⇨ Design
⇨ Development
⇨ Testing
⇨ Deploy
⇨ Importance of BA in the Different Applications

Project vsProduct

⇨ What is a Project
⇨ What is a Product
⇨ SMART Analysis
⇨ Project Team
⇨ Product Team
⇨ Business Analyst in the Project Team
⇨ Business Analyst in the Product Team

Project Management Life Cycle

⇨ Traditional Project Management
⇨ Take your Initiation
⇨ Plan your tasks
⇨ Start the Execution phase
⇨ Monitor and Control
⇨ Get the Signoff

Product Management Life Cycle

Product Development Management
⇨ Idea without fail
⇨ Research More
⇨ Do the Analysis
⇨ Implement the solution
⇨ Test the Results
⇨ Introduce to the Market

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Types of Software Projects

⇨ Fixed
⇨ Migration
⇨ Customization
⇨ Maintenance
⇨ Incremental

IT Deployment Environments

⇨ Feature Based
⇨ Development –Dev
⇨ QA -Staging
⇨ UAT
⇨ Production

SDLC

⇨ Requirement & Analysis
⇨ Planning
⇨ Design
⇨ Implementation/Code/Develop
⇨ Testing
⇨ Deploy
⇨ Maintenance

SDLC Models

⇨ V-Shape
⇨ Spiral
⇨ Prototype
⇨ WaterFall
⇨ Iterative and Incremental
⇨ Agile

Documentation Tools/Software's

⇨ Confluence
⇨ SharePoint
⇨ MS Word
⇨ MS PPT
⇨ MS Excel
⇨ Notepad ++
⇨ OneNote
⇨ Notepad/Sticky Notes

Process Flow Tools

⇨ What is Process Flow
⇨ Why we are using this
⇨ Business scenarios to use
⇨ Miro-Tool
⇨ xMind–Tool

Flow Charts

⇨ What is Flow Charts
⇨ Why we are using this
⇨ Business scenarios to use
⇨ Draw.io
⇨ Lucid Chart

JIRA

⇨ What is JIRA Software
⇨ How to Use it
⇨ Create an Account
⇨ Login an account
⇨ Create a Project
⇨ Invite Users
⇨ Create Teams
⇨ Observe the Tracking Structure
⇨ Create/Add EPIC/Story/Task/Bug
⇨ Assignments
⇨ Workflow and Status changes
⇨ Backlogs
⇨ Sprints

Azure DevOps-ADO

⇨ What is ADO Software
⇨ Why we are using
⇨ Create an Account
⇨ Login an account
⇨ Create a Project
⇨ Setup Team Capacity
⇨ Observe the Tracking Structure
⇨ Discussion on Issue Types
⇨ Create/Add
   a) EPIC
   b)Features
   c) User Stories
   d) Tasks
   e) Bugs
⇨ Assignments
⇨ Status changes
⇨ Backlogs
⇨ Sprints

Trello

⇨ What is Trello Software
⇨ How to Use it
⇨ Create an Account
⇨ Login an account
⇨ Create a Board
⇨ Invite Users
⇨ Create a Cards
⇨ Create Status Categories
⇨ Assignments
⇨ Uploads
⇨ Check default templates

Wireframe/MockUp/Prototype

⇨ What is Wireframe
⇨ What is Mockup
⇨ What is Prototype
⇨ Understanding why we use
⇨ High fidelity and Low fidelity
⇨ Important things to understand beforehand
⇨ Usage Concepts
⇨ Create Pages

⇨ Drag n Drop Mechanism
⇨ Elements and Components
⇨ Templates
⇨ Preview and Explain
⇨ Adding Interactivity to your Prototype
⇨ Collaborators and Reviewers
⇨ Balsmiq
⇨ MockFlow

Business Area

⇨ Objective
⇨ Need
⇨ Business Case & Use Case
⇨ As Is -To Be Process
⇨ Business Process
⇨ Business/Service Lines

Analysis Techniques

⇨ INVEST
⇨ SWOT
⇨ MoSCoW
⇨ CATWOE
⇨ MOST

Domain Knowledge

⇨ Types of Domains
⇨ Importance of the Domain Knowledge
⇨ Learning techniques for New Domains
⇨ How to learn
⇨ Perform on brand new domains

Requirements

⇨ What is a Requirement
⇨ Importance of Requirements for IT Projects
⇨ Importance of Requirements in Scrum Cycle
⇨ Types of Requirements:
⇨ Business
⇨ Architecture
⇨ Testing
⇨ Solution Analysis
⇨ Data Requirements
⇨ Transition/KT/Demo
⇨ Non-Functional
⇨ System

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Elicitation Techniques

⇨ What is Requirement Elicitation
⇨ Requirement Elicitation Techniques
⇨ Brainstorming
⇨ Document Analysis
⇨ Interviews
⇨ Workshops/JAD
⇨ Observation
⇨ Prototyping
⇨ Focus Group
⇨ Interface Analysis
⇨ Stakeholder Collaboration
⇨ Document the Results

Documentations

⇨ Why Documentation
⇨ Importance of the Documentation
   in different methodologies
⇨ Types of Different Docs:
⇨ Business Requirements Document (BRD)
⇨ Software Requirement Specification (SRS)
⇨ Functional Requirements Document (FRD)
⇨ Non-Functional Requirements Document (Non-FRD)
⇨ Product Requirements Document (PRD)
⇨ User Interface Requirements flow (User Guide)
⇨ Technical Requirements Document (TRD)
⇨ UAT Test Case Document (UATD)
⇨ Test Case Document (QA -TC)

UML- Structural

⇨ What is UML
⇨ Analyzing skills set in UML
⇨ Why we are using the UML diagrams
⇨ Structural UML diagrams
⇨ Class diagram
⇨ Package diagram
⇨ Object diagram
⇨ Component diagram
⇨ Composite structure diagram
⇨ Deployment diagram

UML- Behavioral

⇨ Behavioral UML diagrams
⇨ Activity diagram
⇨ Sequence diagram
⇨ Use case diagram
⇨ State diagram
⇨ Communication diagram
⇨ Interaction overview diagram
⇨ Timing diagram
⇨ Other
⇨ Information Flow
⇨ Profile

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Requirement Traceability Matrix

⇨ What is RTM
⇨ Why we are using RTM
⇨ Tracking Requirements
⇨ Business requirements
⇨ User requirements
⇨ UI requirements
⇨ Functional and nonfunctional requirements
⇨ Technical requirements

Backlog's

⇨ What is product backlog
⇨ How it will define backlog requirements
⇨ Communicate/Collaborate for product backlog
⇨ Types of Backlogs
⇨ Product Backlog
⇨ Sprint Backlog
⇨ Release Backlog

What we can Store

⇨ Backlog requirement types:
⇨ On-going features
⇨ For next iterations
⇨ For next deliverables
⇨ Brand new features
⇨ Enhancements

Acceptance Criteria

⇨ What is Acceptance Criteria
⇨ Different Terminologies
⇨ Standard Write-ups
⇨ Real-Time Write-ups

Change Requests Management

⇨ What is CR
⇨ Situation to get the CR
⇨ Handling the Change Request
⇨ Scope
⇨ Stakeholder Analysis
⇨ Impact Analysis
⇨ Change Plan
⇨ Add and Track the details

Scrum Ceremonies

⇨ What is Scrum
⇨ Meaning of Scrum Ceremonies
⇨ Why need to Use
⇨ Flow of 4 Types from Backlog > Sprint Backlog
⇨ Types
⇨ Sprint Planning
⇨ Daily Scrum
⇨ Sprint Review
⇨ Sprint Retro

Sprint Planning

⇨ What is Sprint Planning
⇨ What is the use case
⇨ Set the Sprint Goal
⇨ Identify the Team Capacity
⇨ Drag the Requirements
⇨ Participate in the Estimations
⇨ Answer for Questions
⇨ Negotiations
⇨ Update the Sprint Backlog
⇨ Monitor the Plan
⇨ Exercise for the Sprint Planning

Daily Scrum

⇨ What is Daily Scrum
⇨ Use of Daily Scrum
⇨ Different Names
⇨ Accept the Questions
⇨ Update the Sprint Backlog

Sprint Review

⇨ What is Sprint Review
⇨ What is the use case
⇨ Track the Goals
⇨ Identify the Blockers
⇨ Review the Boards
⇨ Close the User Stories
⇨ Participate in Sprint Demo
⇨ Positive Directions on Challenges and Solutions
⇨ Head-up on Blockers

Sprint Retro

⇨ What is Sprint Retrospective
⇨ Purpose of the Retro Board
⇨ Owners of the Board
⇨ Participate into Retro Meetings
⇨ Appreciation in the Team
⇨ Direction towards to the Improvements
⇨ Positive Impacts: Ready with the Answers
⇨ Negative Impacts: Ready with the Answers
⇨ Exciting Practices on Scrum Ceremonies

Scrum Ceremonies ... RR

⇨ Role and Responsibilities
⇨ Regular Interactions with Scrum Team
⇨ Track the Tasks
⇨ Track the Features
⇨ End to End Participation with Scrum Ceremonies

DoRand DoD

⇨ What is Definition of Ready
⇨ Why Definition of Ready
⇨ Content in Definition of Ready
⇨ What is Definition of Done
⇨ Why Definition of Done
⇨ Content in Definition of Done
⇨ Compare DoRand DoDwith Backlog's

Approach with QA

⇨ Overview of Software Testing Life Cycle
⇨ Requirement Analysis
⇨ Test Planning
⇨ Test case development
⇨ Test Environment setup
⇨ Test Execution
⇨ Test Cycle closure
⇨ Types of Testing Environments
⇨ Types of Testing's
⇨ Handling Defect Analysis and Reporting
⇨ Execution of Test cases
⇨ Role of BA in Testing
⇨ One Example with Requirement to Test Cases Execution

Real Flow -UAT | Production | Bugs

⇨ Finalize the features for release
⇨ UAT Functional Testing
⇨ Communicate on UAT kick-off's
⇨ Write UAT test cases
⇨ Approval Process
⇨ Release Demo in Sprint wise process
⇨ Production Release
⇨ Hot Fix Releases
⇨ Release templates/notes
⇨ Approval Process on Releases

⇨ Production Incidents
⇨ Bug fixes Communication
⇨ Maintenance and Get in Touch

Business Voice -Product Owner
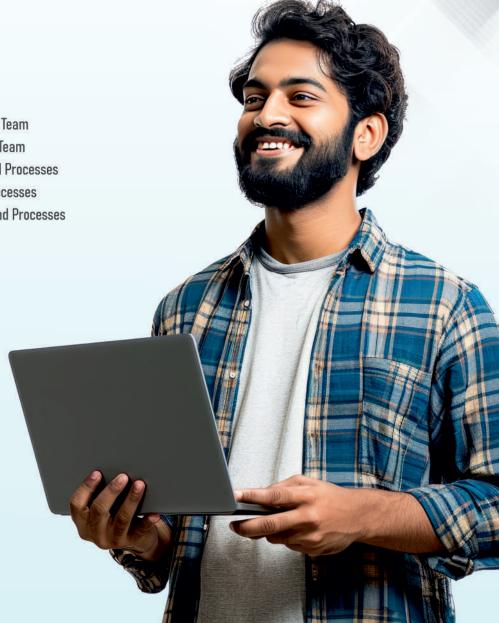
⇨ Define the Scope
⇨ Interact with Stakeholders/Business
⇨ Business Value
⇨ Business Needs
⇨ Business Approach
⇨ Prioritizations
⇨ Presentations on high level business goals
⇨ Ready the Backlog
⇨ Handle the Agile Team
⇨ Driving the Decisions
⇨ Product Increment Planning's
⇨ Product Delivery
⇨ Road map design and implementations

Project Executions

⇨ Coordinate and Collaborate with the Product Team
⇨ Coordinate and Collaborate with the Project Team
⇨ Real time Examples in Waterfall Projects and Processes
⇨ Real time Examples in Agile Projects and Processes
⇨ Real time Examples in SaFe Agile Projects and Processes

More n More

⇨ Q and A Sessions
⇨ Session wise Tasks
⇨ Session wise Interview Question
⇨ Review the Tasks
⇨ Guide the solutions in a Real-Time way
⇨ Interview Tips
⇨ Review the Interview Questions in
   different web portals
⇨ Resume Preparation Tips
⇨ Mock Interview's

STUDENT TRANSFORMATION STAGES

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- Student's Enrollment
- Training
- Mock Interview
- Interview Schedule
- Resume Preparation
- JOB

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