Project &Quality Management · PQ252

Business System Analysis

Online · 13 - 24 Dec 2026

Date	Venue	Duration
13 - 24 Dec 2026	**Online**	**2 Weeks**
Ref	Language	Certificate
PQ252	**English**	**Certificate of attendance**

Introduction

Business analysis is the elicitation, analysis, and specification of logical requirements from a business standpoint, which is seamlessly integrated and organized around a model-driven analysis framework in order to design, build, or procure effective computer-based business systems.

This Business System Analysis training course teaches critical thinking skills, conceptual knowledge, and best practices for quickly identifying, analyzing, and specifying business and user requirements. Participants will learn about the best approaches, tasks, and techniques for defining requirements for business system projects. They will investigate gathering business requirements from users and other stakeholders; analyzing and communicating these requirements; developing models and use cases to describe the requirements, and defining business rules and requirements specifications to communicate them to solution developers.

This training course will teach potential systems analysts how to design and style system processes that will aid a company's success. They will also investigate a wide range of current techniques to ensure that systems are comprehensively described and properly defined.

Course Objectives of Business System Analysis

At the top of this training course, you'll learn to:

- Understand the Role of the Business analyst, the Systems Development Life Cycle (SDLC) and the way the System Scope is defined
- Understand the importance of system stakeholders and their goals
- Plan, conduct, and follow abreast of a structured investigative interview
- Produce a use case diagram and an in-depth use case description
- Define System Actor Goals and Convert these to Use Cases
- Write Effective Business Rules
- Document Functional and Non-functional Business Requirements
- Compile the desirable contents of a Business Requirements Specification

Course Methodology of Business System Analysis

State-of-the-art business analysis methods and techniques are transferred by means of short, focused presentations which are followed by experiential learning workshop sessions. In these sessions the knowledge gained is applied to real-world examples and case studies. Rapid learning of the methods and techniques is achieved by means of group work, individual work, participant discussion, facilitator interaction and constructive feedback.

Organizational Impact of Business System Analysis

- Reduced information technology development risk, costs and time overruns
- Improved integration of data technology projects with business needs
- Improved communication between the business and therefore the information technology department of the organization
- The correct fit between the wants of the organization and the knowledge systems that are developed or procured

Personal Impact of Business System Analysis

This educational program will provide you with basic fluency and literacy during a number of core issues that involve business system analysis in order that you're better equipped to manage the opportunities and challenges it presents.

Specifically, participants will have:

- Work more effectively in or with a systems development project
- Have the power to collect and elicit business requirements from users
- Be ready to comprehensively identify the wants of the business
- Effectively communicate business requirements to developers

Target Audience of Business System Analysis

This Business System Analysis training course is meant for the following:

- Business and Systems Analysts
- Enterprise Architects
- Systems Development Project Leaders
- Systems Development Team Members
- Managers who got to understand more about this vital link between business users and IT systems

Course Outline of Business System Analysis

Day 1

Introduction to Business Analysis

- Understanding the Business Environment
- The Role of Business Analysis within the System Development Cycle
- Alternative Approaches to Business Analysis
- The Systems Development Life Cycle (SDLC)
- Starting a Systems Development Project
- Identifying System Users and Other Stakeholders
- Creating a Vision Statement
- Defining the System Scope

Day 2

Modelling the System - Part I

- An Introduction to Systems Modelling Concepts
- Enterprise Architecture Modelling
- Normalization
- Modelling the System Context
- System Scope Modelling

Day 3

Modelling the System - Part II

- Use Case Modelling
- Modelling Information Requirements
- Data Flow Diagrams (DFDs)
- Entity-Relationship Diagrams (ERDs)
- Business Process Modelling Notation (BPMN)

Day 4

Gathering Requirements - Part I

- Planning, Conducting, and Following-up on a Structured Investigative Interview
- Workshops and Brainstorming
- Surveys and Questionnaires

Day 5

Gathering Requirements - Part II

- Document Analysis and Observation
- Interface Analysis
- Random Sampling
- Prototyping Techniques

Day 6

Writing Effective Use Cases

- Understanding User Stories
- Defining Actors and Actor Goals
- Converting Actor Goals to Use Cases
- Documenting Detailed Use Case Descriptions

Day 7

Advanced Use Case Techniques

- Refactoring Use Cases
- Maintaining the Information Dictionary
- Use Case Prioritization
- Use Case Validation Techniques

Day 8

Developing a Business Requirements Specification - Part I

- Value of Effective Requirements
- Gathering and Writing Business Rules
- Documenting Functional Requirements

Day 9

Developing a Business Requirements Specification - Part II

- Documenting Non-functional Requirements
- Preparing the Specification Document
- Verifying and Validating Requirements

Day 10

Presentation and Review

- Writing Test Cases
- Presenting Your Requirements Specification
- Peer Review and Feedback Session
- Course Conclusion and Wrap-up

Register or ask about this course online
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