

Certified Business Analysis Professional (CBAP®)

- **Formato do curso:** Presencial e Live Training
- **Localidade:** Lisboa
- **Data:** 02 Dez. 2019 a 13 Dez. 2019
- **Preço:** 1950€
- **Horário:** Laboral - das 9h00 às 18h00. O curso decorre nos 3 dias da primeira semana e nos 2 últimos dias da semana seguinte.
- **Nível:** Intermédio
- **Duração:** 40 horas

Este curso de 40 horas fornece-lhe as competências e conhecimentos para o preparar para o exame de certificação **CBAP**. *

A designação **Certified Business Analysis Professional (CBAP®)** é uma certificação profissional para os profissionais com uma vasta experiência de análise de negócios. Os profissionais certificados com CBAP® são especialistas em identificar as necessidades de negócio de uma organização, a fim de determinar as melhores soluções. Mais e mais empresas estão a reconhecer a designação CBAP® assim como o valor e a experiência que estes profissionais trazem para as organizações.

Destinatários

Professionals with significant experience in Business Analysis:

- Intermediate to advanced-level business analyst
- Business systems analyst
- Systems analyst
- Project manager or team leader
- Systems architect or designer
- IT manager/director
- Scrum master

Pré-requisitos

- A student should have familiarity with business analysis topics in English
- Pre-requirements for Exam Application include: work background, experience with the BABOK® Guide knowledge areas, education, professional development, and professional references. Refer to the

Objetivos

After completion, students should be able to:

- Identify and navigate the key concepts of A Guide to the Business Analysis Body of Knowledge (BABOK Guide)
 - Optimize the application processes by aligning your BA experience to the BABOK Guide
 - Solidify your knowledge through practice questions and drills
 - Taking daily practice exams and cross-referencing answers
 - Building study references to assist in learning key concepts
 - Completing summaries for major elements of the six BABOK Guide knowledge areas
 - Reviewing relevant BA and project management principles
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About IIBA® and Certifications

- Types of Business Analysis Certification
- About the Exams
- Overview of the BABOK Guide

Business Analysis Key Concepts

- Key Terms
- Business Analysis Stakeholders
- Plan-Driven and Change-Driven Approaches
- Requirements
- Tasks/Techniques Reference Sheet
- Business Analysis Terms Reference Sheet

Enterprise Analysis

- Define Business Need
 - Benchmarking
 - Functional Decomposition
 - Root Cause Analysis
- Assess Capability gaps
 - Gap Analysis
 - SWOT Analysis
- Determine Solution Approach
- Define Solution Scope
 - Scope Modeling

- Define Business Case
 - Decision Analysis
 - Metrics and key performance Indicators
 - Risk Analysis
- Practice Exam / Simulator Fast Track

Elicitation

- Prepare for Elicitation
- Conduct Elicitation Activity
 - Note Taking
 - Active Listening
- Document Elicitation Results
- Confirm Elicitation Results
- Techniques of Elicitation
 - Brainstorming
 - Document Analysis
 - Focus Groups
 - Interface Analysis
 - Interviews
 - Observation
 - Prototyping
 - Requirements Workshops
 - Survey/Questionnaire
- Practice Exam / Simulator

Requirements Analysis

- Prioritize Requirements
 - Timeboxing
- Organize Requirements
 - Organizing Around Modeling Concepts
 - Organizing by Requirements Type
 - Organizing with Templates
- Specify and Model Requirements
 - Business Rules Analysis
 - Data Dictionary and Glossary
 - Data Flow Diagrams
 - Data Modeling
 - Non-functional Requirements Analysis
 - Process Modeling
 - Scenarios and Use Cases
 - Sequence Diagrams
 - State Diagrams
 - User Stories

- Define Assumptions and Constraints
- Verify Requirements
 - Structured Walkthrough
- Validate Requirements
- Practice Exam / Simulator

Requirements Management and Communication

- Manage Solution Scope and Requirements
 - The Director of Requirements
 - Problem Tracking
- Manage Requirements Traceability
- Maintain Requirements for Re-use
 - Requirements Repository
- Prepare Requirements Package
 - Vendor Selection
- Communicate Requirements
- Practice Exam / Simulator

Solution assessment and Validation

- Assess Proposed Solution
 - Acceptance and Evaluation Criteria Definition
- Allocate Requirements
- Assess organizational Readiness
 - Organization Modeling
- Define Transition Requirements
- Validate Solution
 - Problem Tracking
- Evaluate Solution Performance
- Practice Exam / Simulator

Business Analysis Planning and Monitoring

- Plan Business Analysis Approach
 - Plan-driven and Change-Driven Approaches
 - How Will Your Team Prioritize Requirements?
 - How Will You Manage Requirements Changes?
- Conduct Stakeholder Analysis
 - Sample Stakeholder List
- Plan Business Analysis Activities
 - Sample Business Analysis Plan
 - Estimation
- Plan Business Analysis Communication
 - Sample Business Analysis Communication Plan
- Plan Requirements Management Process

- Manage Business Analysis performance
 - Lessons Learned Process
- Practice Exam / Simulator

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* O exame CBAP não está incluído no curso de formação.