

# PMI-PBA®: Preparation for Certification

## Become a PMI-Certified Business Analyst

Hands-on course of 5 days - 35h

Ref.: PPA - Price 2024: CHF3 150 (excl. taxes)

### EDUCATIONAL OBJECTIVES

At the end of the training, the trainee will be able to:

- Describe the business analysis knowledge areas
- Explain the role of the business analyst
- Define stakeholder participation
- Understand analytical techniques
- Know the skills expected of a business analyst
- Conduct exam questions to prepare for the PMI-PBA® exam

### TEACHING METHODS

Exercises in applying the techniques of the framework. Preparing for the exam.

### CERTIFICATION

Preparation for the PMI®'s PMI-PBA certification.

### TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

### ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

### TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

### TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

### ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at [psh-accueil@ORSYS.fr](mailto:psh-accueil@ORSYS.fr) to review your request and its feasibility.

## THE PROGRAMME

last updated: 06/2022

### 1) Business analyst overview

- Areas of knowledge.
- Roles, skills and techniques.
- Requirements and stakeholders.

*Exercise* : Recognize the categories of requirements.

### 2) Planning and monitoring

- Business Analyst ("BA") approach.
- Stakeholder engagement
- Governance.
- Information management.

*Exercise* : Analyze a UML activity diagram.

### 3) Elicitation and collaboration

- Preparing and performing the elicitation.
- Confirming and communicating the results.
- Collaborating with stakeholders.

*Exercise* : Complete the documentation of a use case identified during an elicitation.

### 4) Requirement lifecycle management

- Tracking the requirements, making a coverage matrix.
- Maintaining requirements.
- Prioritizing requirements, decision analysis.
- Evaluating the changes.
- Approving requirements.

*Exercise* : Determine the tasks to be performed in order to track and monitor the requirements.

### 5) Strategic Analysis

- Conducting a SWOT analysis.
- Defining the future situation.

- Making a model of the scope.
- Assessing risks.
- Change management strategy.

*Exercise* : Recognize the assumptions, constraints, risks and problems posed by a change.  
Analyze a SWOT matrix.

#### 6) Requirements analysis and design definition

- Specifying and modeling requirements.
- Verifying and validating the requirements.
- Defining the architecture of the requirements.
- Analyzing the potential value of the solution.

*Exercise* : Fill out a data dictionary. Analyze a UML activity diagram.

#### 7) Assessing the solution

- Analyzing solution performance metrics.
- Evaluating the limitations of the solution and the company.
- How to increase the value of the solution.

*Exercise* : Recognize non-functional requirements that document quality criteria and business rules.

#### 8) PMI-PBA® certification preparation

- BA For Practitioners.
- Behavioral characteristics of BA.
- Software applications. Project management.
- Preparation for certification (pre-requisites, registration, etc.).

*Role-playing* : Practice on PMI-PBA® exam questions. Correction.

## DATES

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### REMOTE CLASS

2024 : 24 Jun, 23 Sep, 18 Nov