Training Course:
Certified Business Analysis Professional (CBAP)

4 - 8 May 2025
Dubai (UAE)
Residence Inn by Marriott Sheikh Zayed Road, Dubai

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Training Course code: MA235745 From: 4 - 8 May 2025 Venue: Dubai (UAE) - Residence Inn by Marriott Sheikh Zayed Road, Dubai Training Course Fees: 4500 ⬜ Euro

Introduction

Business Analysis plays a crucial role in driving successful project outcomes, aligning business objectives, and ensuring efficiency in processes. The Certified Business Analysis Professional CBAP training program is designed for experienced business analysts seeking to enhance their requirements gathering, analysis, communication, and stakeholder management skills while aligning with industry best practices outlined by the Business Analysis Body of Knowledge BABOK Guide.

This program provides a structured approach to business analysis methodologies, tools, and techniques while preparing professionals for the CBAP certification. By mastering business analysis frameworks, stakeholder engagement strategies, and effective communication skills, participants will be equipped to enhance project success, improve decision-making, and align business goals with technology solutions.

Course Objectives

By the end of this training, participants will be able to:

- Develop advanced requirements gathering and elicitation techniques.
- Analyze and document business needs using industry best practices.
- Improve stakeholder engagement and communication strategies.
- Apply structured methodologies for business process improvement.
- Leverage tools and techniques for effective decision-making.
- Align business analysis practices with the BABOK framework.
- Enhance problem-solving and critical thinking skills in business analysis.
- Prepare for the CBAP certification exam by mastering key knowledge areas.

Target Audience

This program is designed for experienced professionals involved in business analysis, project management, and business process improvement, including:

- Business Analysts seeking advanced skills and CBAP certification.
- Project Managers responsible for aligning business goals with project objectives.
- Process Improvement Specialists driving organizational change.
- Product Managers & Owners involved in defining and managing business requirements.
- Systems Analysts working on business-technology alignment.
- IT & Business Consultants focusing on enterprise transformation.

Training Program Outline

Day 1: Foundations of Business Analysis & Requirements Gathering

- Understanding the role of a Business Analyst in project success.
- Introduction to the BABOK® Guide and industry standards.
- Business analysis techniques: Waterfall vs. Agile methodologies.
- Advanced requirements elicitation techniques:
    - Interviews, focus groups, workshops, and brainstorming.
- Writing clear and structured business requirements.
- Case study: Developing a requirements document for a real-world scenario.

Day 2: Business Process Analysis & Modeling

- Mapping and analyzing business processes for improvement and optimization.
- Techniques for process modeling and workflows:
    - Flowcharts, BPMN Business Process Model and Notation, Use Cases.
- Gap analysis and impact assessment for business change.
- Identifying and documenting business rules and constraints.
- Hands-on workshop: Creating business process models and identifying inefficiencies.

Day 3: Stakeholder Management & Effective Communication

- Identifying key stakeholders and their influence in projects.
- Strategies for managing stakeholder expectations and engagement.
- Conflict resolution and negotiation techniques in business analysis.
- Using business analysis reports and dashboards to communicate insights.
- Interactive session: Simulating stakeholder engagement and communication scenarios.

Day 4: Decision-Making & Business Analysis Tools

- Critical thinking and problem-solving skills for business analysts.
- Decision-making frameworks: Cost-benefit analysis, SWOT, PESTLE.
- Overview of business analysis tools JIRA, Visio, Lucidchart, Tableau.
- Using data-driven insights for strategic decision-making.
- Practical application: Analyzing a business problem and presenting solutions.

Day 5: Business Analysis Strategies for Project Success & Final Review

- Establishing a business analysis governance framework.
- Aligning business analysis with organizational goals and KPIs.
- Implementing continuous improvement in business analysis practices.
- Case study: Lessons learned from real-world business analysis failures and successes.
- Final discussion: Developing an action plan for business analysis improvement.

Registration form on the Training Course:
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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

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Telephone / Mobile: ....
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Company Information

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Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): ....
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Payment Method

☐ Please find enclosed a cheque made payable to Global Horizon

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