



IIBA Ottawa-Outaouais Chapter

ECBA™ / CBAP™ / CCBA™ Study Group

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Agenda

- About me
- About you
- Purpose of the study group
- New IIBA certification program
- Certification process
- Chapter 1 – Introduction
- Chapter 2 – Business Analysis Key Concepts
- Chapter 3 – Business Analysis Planning and Monitoring
- Pop Quiz



About me...

- CBAP™ since December 2011
- VP Certification, IIBA Ottawa-Outaouais Chapter
- About the Chapter



About you...

- Business analysis background
- What are you working on these days?
- At what stage are you in the certification process?

New IIBA Certification Program: 4 Levels

	Entry Certificate in Business Analysis [™]	Certification of Capability in Business Analysis [™]	Certified Business Analysis Professional [™]	Certified Business Analysis Thought Leader [™]
Exam	Yes	Yes	Yes	?
Work Experience	No	3750 hours	7500 hours	?
Professional Development units	21	21	35	?
Intended for	New grads, people changing careers	Doers, perform BA with competency	Influencers, influences decisions to deliver value	Thought Leaders, giving back to the community, shaping the profession

The logo for IIBA Ottawa-Outaouais Chapter features the acronym 'IIBA' in a bold, grey, sans-serif font. The letter 'I' is stylized with a vertical line extending downwards from its base. To the right of 'IIBA' is the text 'Ottawa-Outaouais' in a larger, bold, grey font, with 'Chapter' in a smaller, regular, grey font directly below it. A small registered trademark symbol (®) is positioned to the upper right of the 'A' in 'IIBA'. An orange circle is placed above the 'I'.

- Fees (refer to <http://www.iiba.org/Certification-Recognition/certification2016.aspx>)

Level	Application Fee	Exam Fee
Level 1 - ECBA	\$60 USD	\$110 USD Members \$235 USD Non Members
Level 2 - CCBA	\$125 USD	\$325 USD Members \$450 USD Non Members
Level 3 - CBAP	\$125 USD	\$325 USD Members \$450 USD Non Members



What else is new?

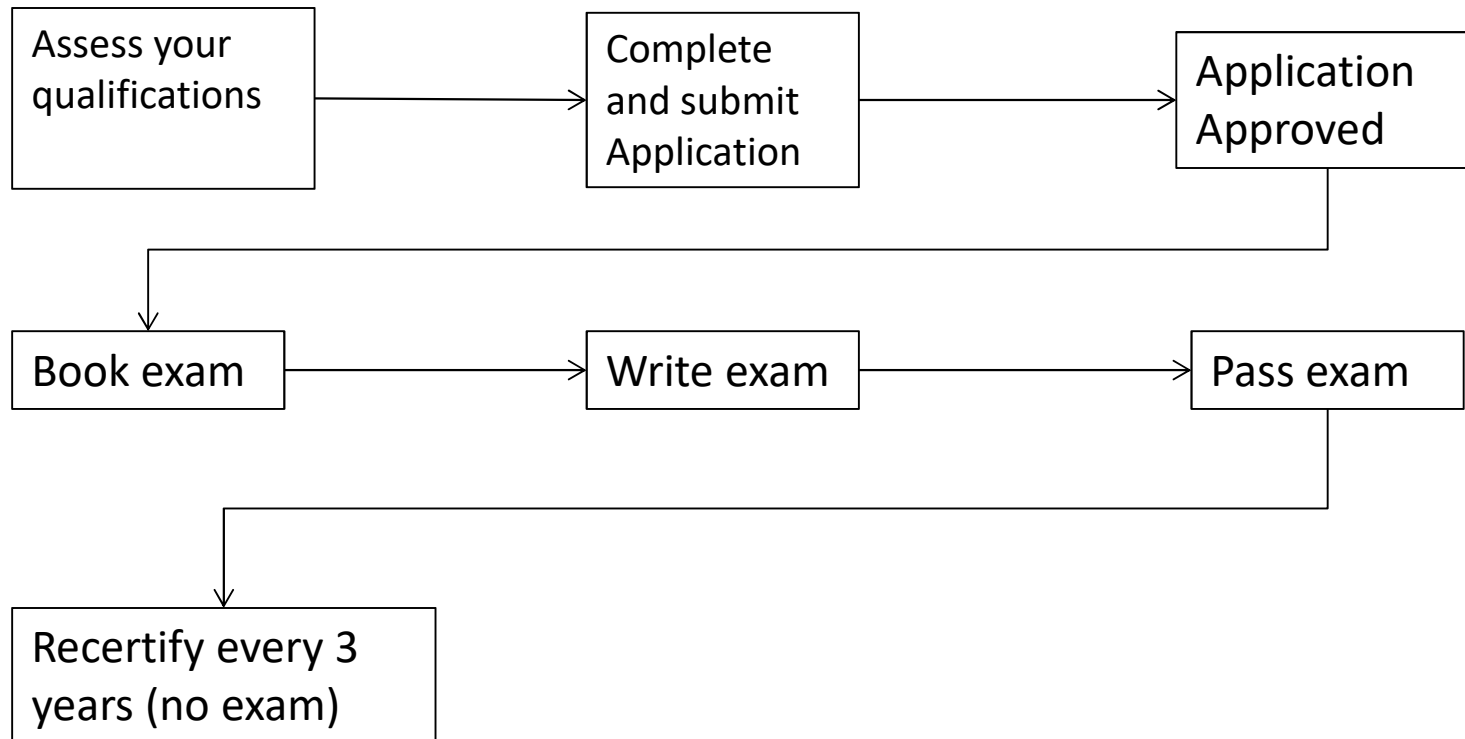
- For ECBA™ - remote proctoring
- No longer a 3-month waiting period between re-writing
- First 200 exam writers prior to November 30, 2016 get a 50% refund of the exam fee



Purpose of the study group

- To support certification candidates
- To share knowledge and understanding of the concepts
- To know what to expect when writing the exam

Certification Process





Chapter 1 - Introduction

1.1 Purpose of the BABOK® Guide

1.2 What is Business Analysis?

1.3 Who is a Business Analyst?

1.4 Structure of the BABOK® Guide

1.1 Purpose of the BABOK[®] Guide

- Define BA profession, common practices
- Define skills necessary to perform BA work
- Provide others with understanding of skills and knowledge they can expect of a skilled BA.

1.1 Purpose of the BABOK[®] Guide – cont'd

- 6 Knowledge Areas:
 - BA Planning & Monitoring (Ch 3)
 - Elicitation & Collaboration (Ch 4)
 - Requirements Life Cycle Mgmt (Ch 5)
 - Strategy Analysis (Ch 6)
 - Requirements Analysis & Design Defn (Ch 7)
 - Solution Eval (Ch 8)

1.2 What is Business Analysis?

- Business analysis is the practice of enabling change in an enterprise by defining needs and recommending solutions that deliver value to stakeholders
- Not isolated to IT

1.3 Who is a Business Analyst?

- Name some tasks that are performed
- Name some job titles of people who perform business analysis

1.4 Structure of the BABOK[®] v3

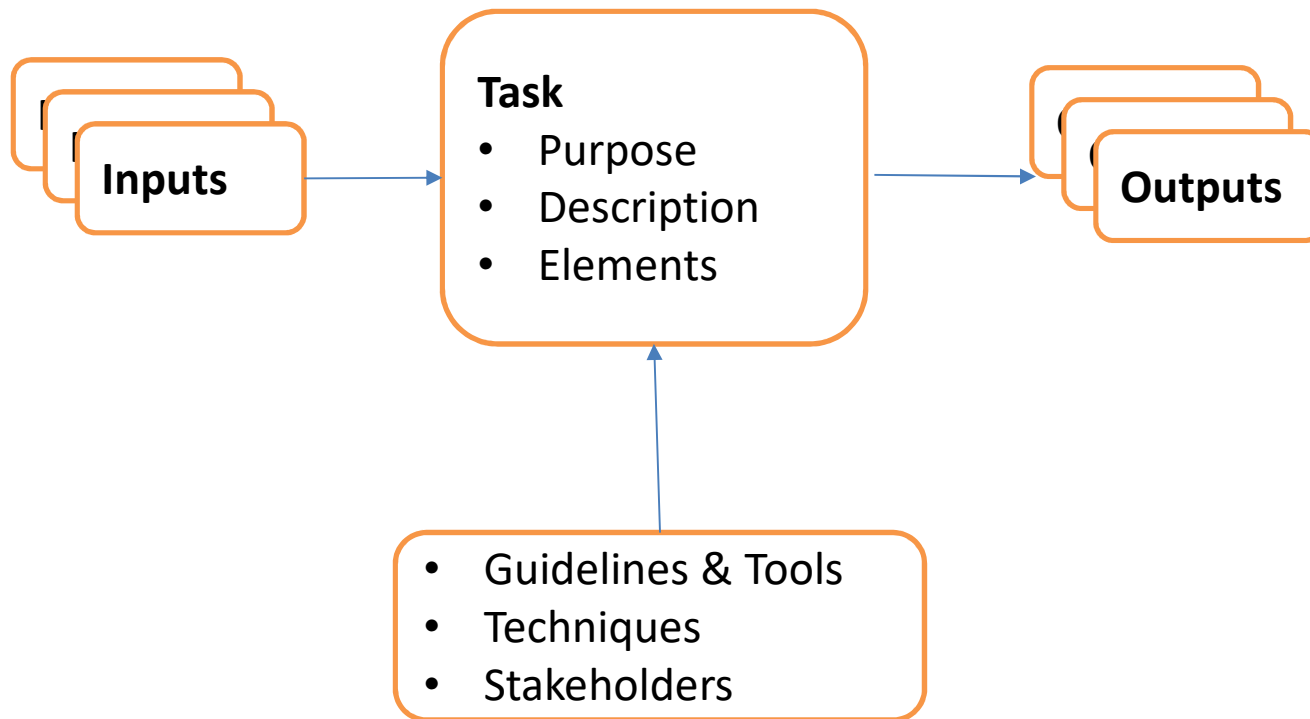
- BA Key Concepts (Ch 2)
- Knowledge Areas (Ch 3-8)
- Underlying Competencies (Ch 9)
- Techniques (Ch 10)
- Perspectives (Ch 11)

Structure of the BABOK[®] v3 – cont'd

Ch 2 Key Concepts

- BACCM[™]
- Key Terms
- Requirements Classification Schema
- Stakeholders
- Requirements and Design

Components of a Knowledge Area:

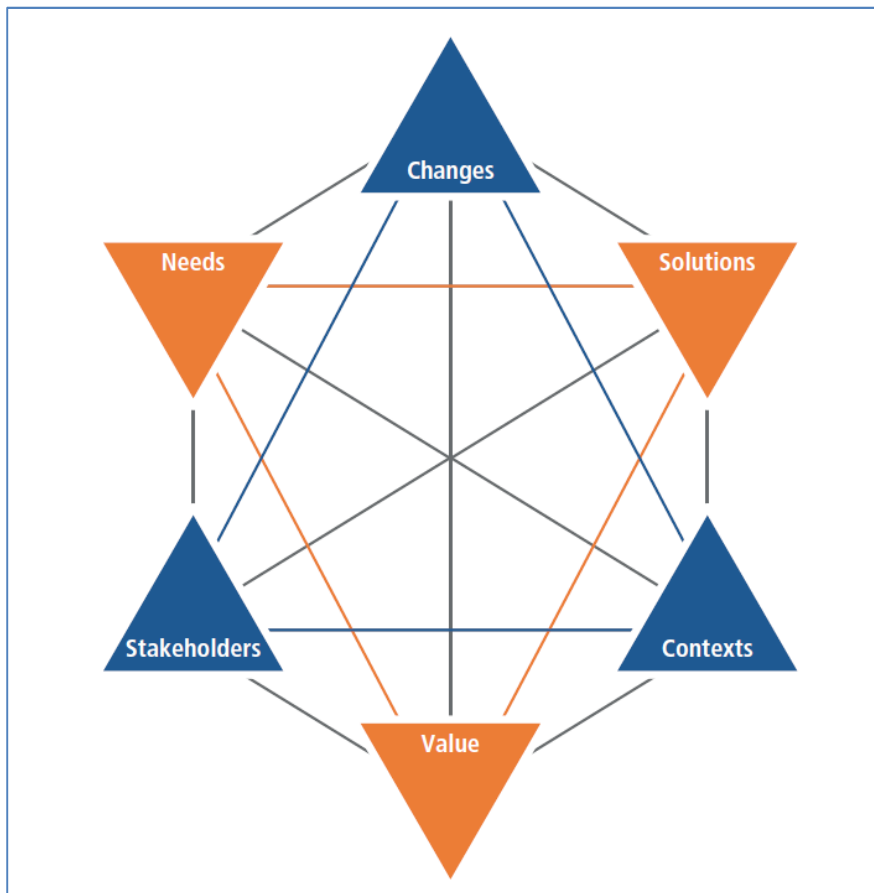


- Underlying Competencies
- Techniques
- Perspectives (Agile, BI, IT, Business Architecture, Business Process Management)
 - Change Scope
 - BA Scope
 - Methodologies, Approaches, Techniques
 - Underlying Competencies
 - Impact on KAs



Chapter 2 BA Key Concepts

2.1 BACCM™



- What kinds of changes are we doing?
- What are the needs we are trying to satisfy?
- What are the solutions we are changing or creating?
- Who are the stakeholders involved?
- What do the stakeholders value?
- In what context is the solution?

2.2 Key Terms

- Business Analysis
- Business Analysis Information
- Design
- Enterprise
- Organization
- Plan
- Requirement
- Risk

2.3 Requirements Classification Schema

- Business Requirements
- Stakeholder Requirements
- Solution Requirements
 - Functional Requirements
 - Non-Functional Requirements
- Transition Requirements

2.4 Stakeholders

- Can be a group or an individual
- Can be a source of requirements, assumptions or constraints
- What roles can be some stakeholders?

2.5 Requirements and Designs

Requirements are focused on needs; and design is focused on solution.

Business analysis is recursive – cycle back and forth between requirements and designs



Chapter 3 – Business Analysis Planning and Monitoring

Refer to BACCM™

3.1 Plan Business Analysis Approach

- Defines how business analysis will be conducted
- Describes overall methods to be used, tasks to be performed and deliverables to be produced
- *Review Section 3.1 input/output diagram*

3.2 Plan Stakeholder Engagement

- Plan how to establish and maintain effective working relationships with stakeholders
- Identify the relevant stakeholders
 - Roles
 - Attitudes
 - Decision Making Authority
 - Level of Power or Influence
- *Review 3.2 input/output diagram*

3.3 Plan Business Analysis Governance

- Defines how decisions will be made about requirements and designs, reviews, change control, approvals and prioritization.
- *Review 3.3 input/output diagram*

3.4 Plan BA Information Management

- How will BA information be stored and accessed
- Comprised of all the information the BA elicits, creates, compiles and disseminates in the course of performing business analysis
- *Review 3.4 input/output diagram*

3.5 Identify BA Performance Improvements

- Assess how well business analysis is being performed
- Identify improvements to be made
- Performed throughout an initiative so that improvements can be made the next time a task is executed
- *Review 3.5 input/output diagram*



- Pop Quiz (open-book)



- Upcoming Events:
 - Oct 18 – Monthly Meeting – Motivation and Engagement
 - Next Study Group Session

- More info is available at:
 - www.ottawa-outaouais.iiba.org



Next Study Group Session – October 25

Chapter 4 – Elicitation and Collaboration

Chapter 5 – Requirements Life Cycle Management

Homework – Prepare 5 questions from above
BABOK® chapters and submit in advance to
certification@ottawa-outaouais.iiba.org



Questions?

Contact certification@ottawa-outaouais.iiba.org