

PROPER AND STRAIGHTFORWARD BA PLANNING AND ESTIMATING

ABSTRACT

Business Analysis Planning is about determining the right approach to perform business analysis work depending on the characteristics of the initiative or project, as well as the standards in place for an organization. That approach will identify how and when tasks are performed, the deliverables to be produced, and the techniques that will be used. A starting work-breakdown-structure (WBS) will be provided. Estimating methods will be discussed and practiced, including methods such as the Delphi, three-point, and the parametric method. You will walk away with a sample work-breakdown structure for BA activities.

COURSE MODULES

- Module 1: Key Concepts
- Module 2: Work Breakdown Structure
- Module 3: Estimation
- Module 4: More than a Work Plan
- Appendix: Resources

1. KEY CONCEPTS

- Project vs. Product
- Adaptive vs. Predictive Approach
- Methodology Roadmap
- Requirements Context
- Defining Responsibilities

2. WORK BREAKDOWN STRUCTURE

- Stakeholder Analysis Activities
- Work Breakdown Structure
- Sample BA Deliverables
- Techniques by Business Analysis Knowledge Area
- Sample WBS

3. ESTIMATION

- Estimating Levels and Accuracy
- Types of Estimates
- Estimate Methods
- Delphi Technique
- Estimating Assumptions and Influencers

4. MORE THAN A WORK PLAN

- Risk Considerations
- Stakeholder Engagement
- Communications Plan
- Requirements Management Plan

Note: The course totals 3 hours. Each module is approximately 40 minutes allowing for at least a 20-minute Q&A at the end.