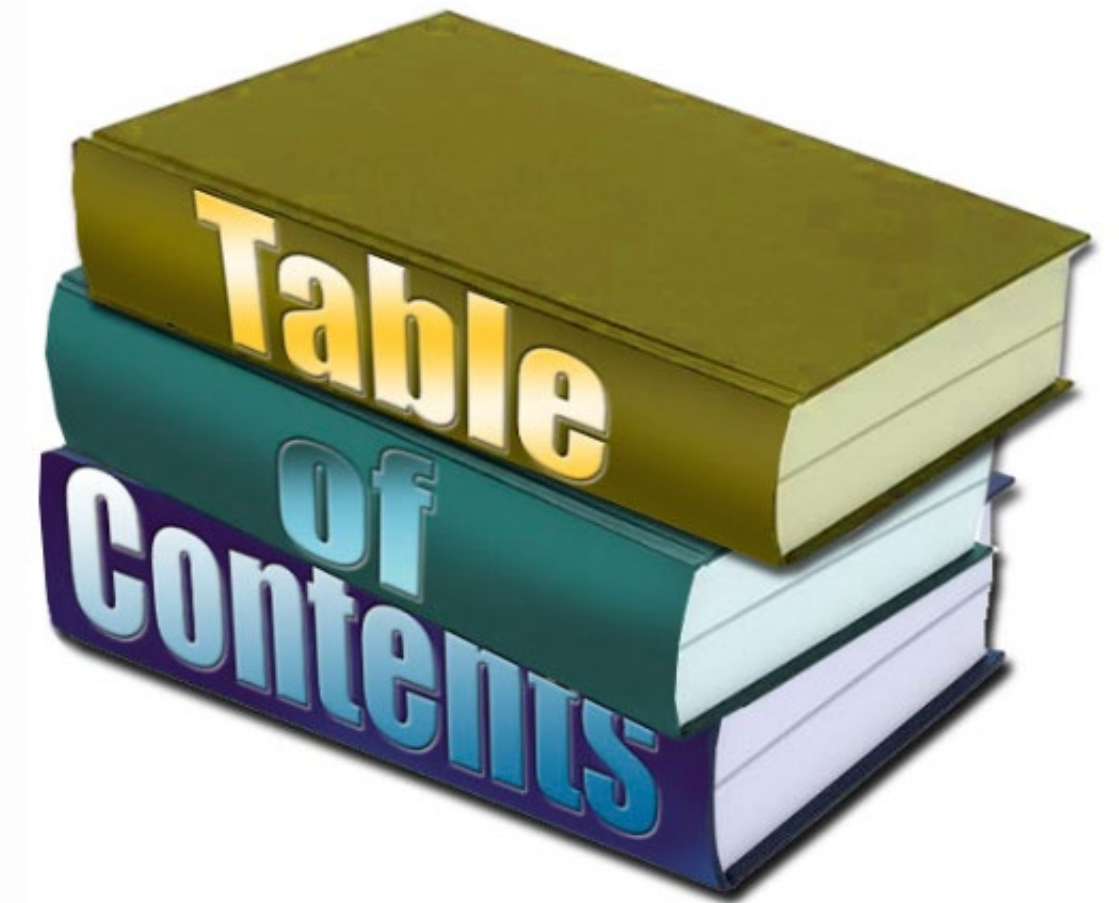




Business Analysis Fundamentals Certified (BAFC™)

**Webinar and Certification Prep
(3 hours)**

1. Webinar Format and Prerequisites
2. Understanding Business Analysis(BA) Concepts
 - a. Brief History of Business Analysis
 - b. Business Analysis Overview and Why use BA?
 - c. Why use the BARG™ Guide?
 - d. Business Analysis Principles
 - e. Business Analysis Aspects
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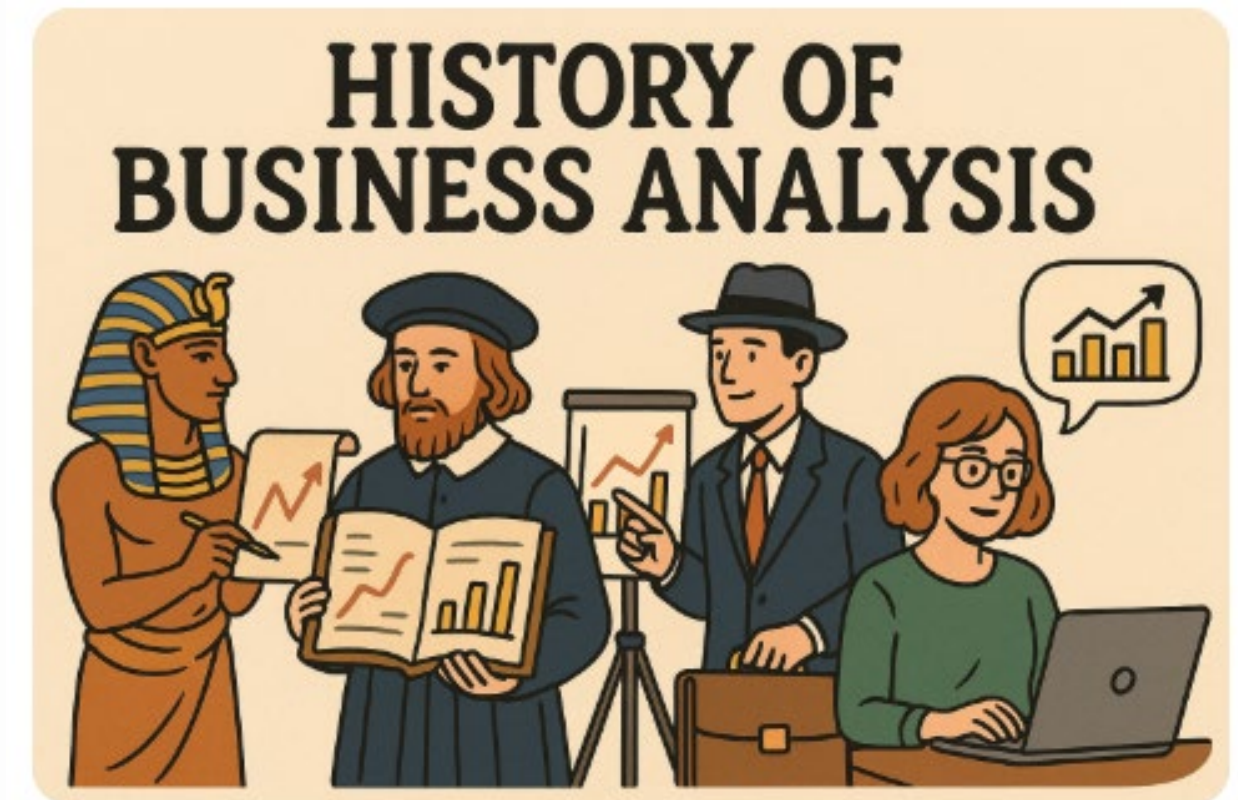


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**Understand Business
Analysis Concepts**

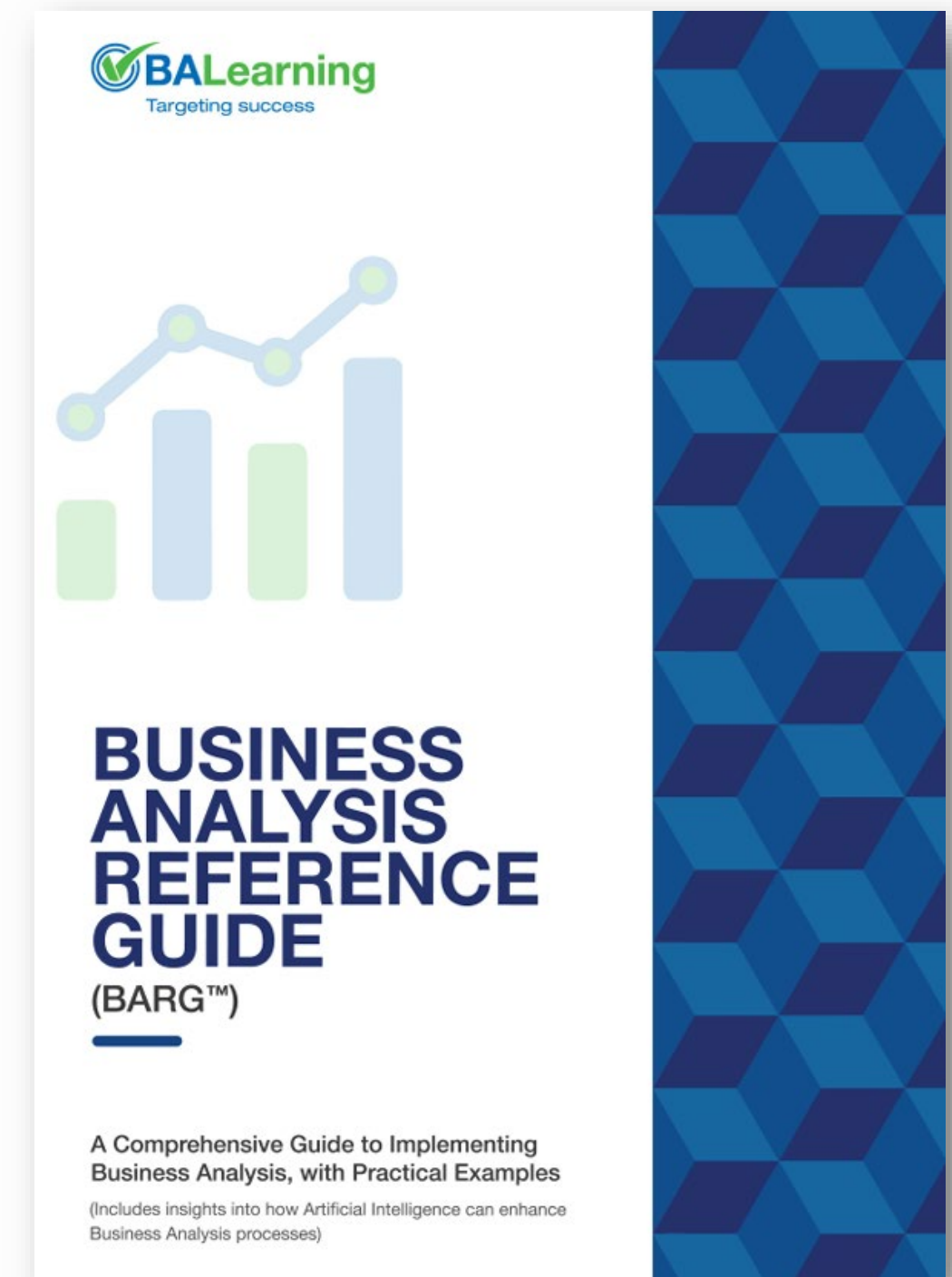
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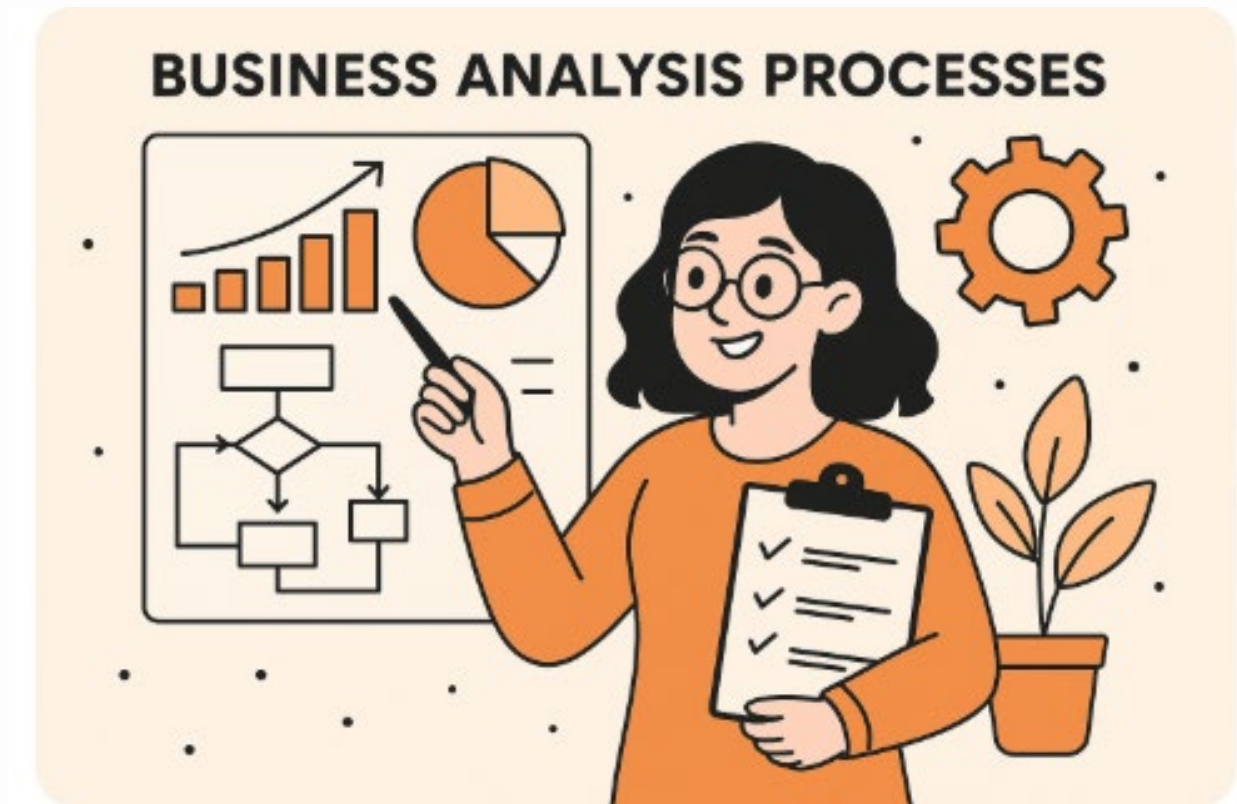
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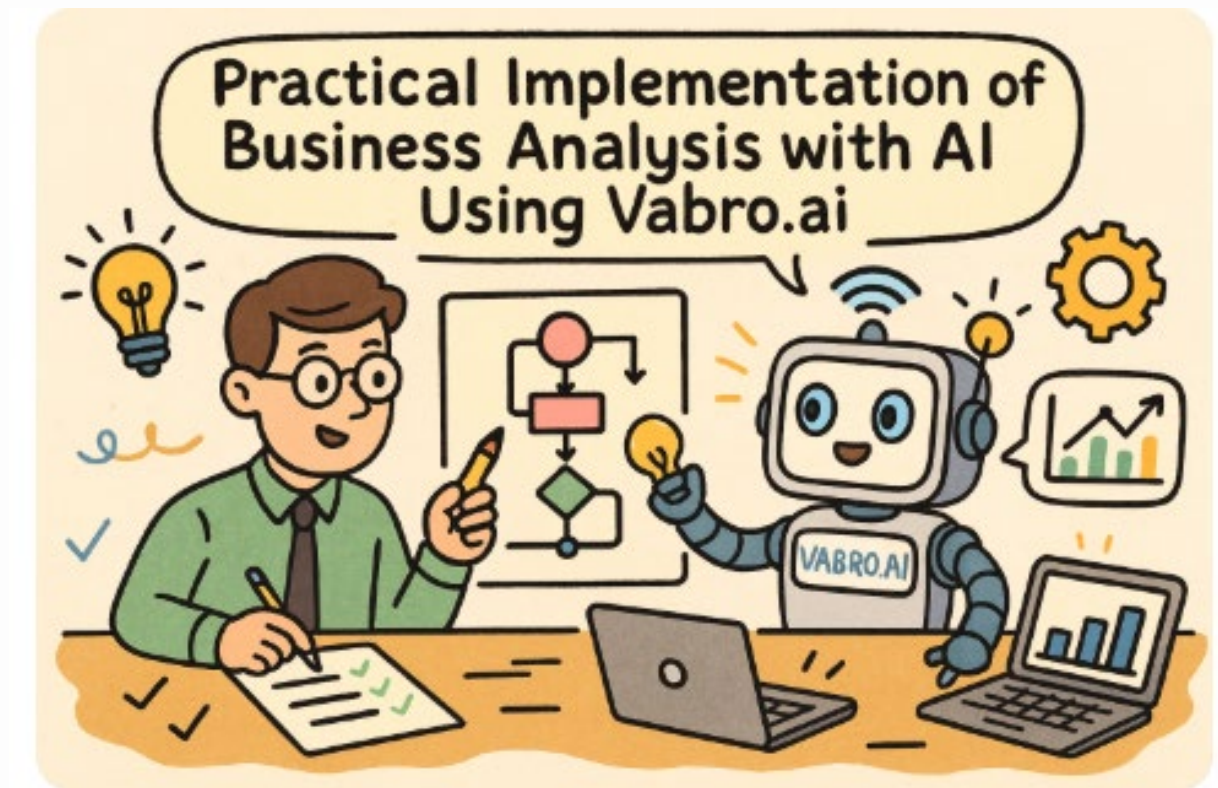
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Discount Vouchers and other benefits as you refer friends and grow the Agile community!

**THIS BUSINESS ANALYSIS
WEBINAR WILL INCLUDE
THREE HEALTH BREAKS
AT REGULAR INTERVALS
FOR YOU TO RELAX AND RECHARGE**



**There will be three
quizzes during
the session, so make
sure to pay attention!**

1. Webinar Format

1. Prerequisites

- There are no prerequisites for this webinar.
- Anyone interested in understanding Business Analysis concepts can join this webinar
- Students can also take the coveted Business Analysis Fundamentals Certified (BAFC™) certification exam after the webinar.



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2.a What is Business Analysis?

Business Analysis is the process of:

- Identifying business needs
- Evaluating challenges
- Enabling change
- Developing Solutions to improve efficiency productivity, and overall performance

Business Analysis involves:

- Gathering and analyzing Requirements
- Optimizing processes
- Facilitating communication between Stakeholders

**BUSINESS ANALYSIS
IS THE PROCESS OF:**



**IDENTIFYING
BUSINESS NEEDS**



**EVALUATING
CHALLENGES**



**ENABLING
CHANGE**



**DEVELOPING
SOLUTIONS**

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BUSINESS ANALYSIS

INVOLVES:



Gathering and analyzing Requirements



Optimizing processes



Facilitating communication between Stakeholders

2.a Where is Business Analysis used?

- Business Analysis is applied across all industries and domains including finance, healthcare, retail, manufacturing, IT, telecommunications, government, logistics, energy, and more.
- Business Analysis is also applied across all departments in any organization to enhance efficiency, streamline processes, enable change, and align business goals with technology.



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**BUSINESS ANALYSIS
IS APPLIED ACROSS
ALL DEPARTMENTS
IN ANY ORGANIZATION**



2.a Why should organizations use BA?



2.a Why should organizations use BA?

1. Business Analysis helps organizations optimize processes, improve efficiency, enhance customer experiences, and drive innovation.



2.a Why should organizations use BA?

2. By identifying business needs and implementing Solutions, Business Analysis ensures adaptability and long-term success in any industry.



2.a Why should organizations use BA?

3. Business Analysis facilitates transformation by assessing the current state, identifying gaps, and defining how to achieve the desired state.



2.a Why should organizations use BA?

4. Business Analysis enables process improvements, technology adoption, and strategic decision-making.



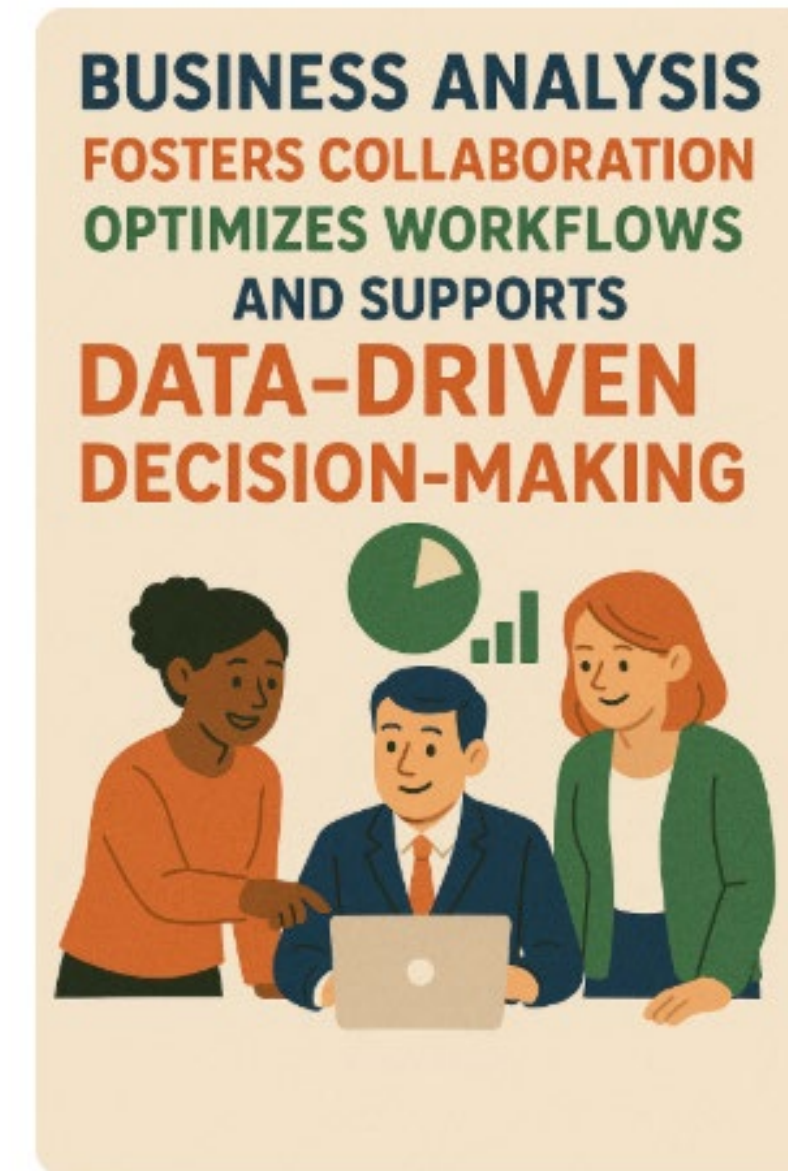
2.a Why should organizations use BA?

5. Through Stakeholder collaboration and data-driven insights, Business Analysis ensures a smooth transition, minimizing risks and maximizing business value.



2.a Why should organizations use BA?

6. Business Analysis fosters collaboration among departments, optimizes workflows, supports data-driven decision-making, and drives innovation.



2.a Why should organizations use BA? (Review – 2 mins)

Business Analysis helps organizations:

- Optimize processes, improve efficiency, enhance customer experiences, and drive innovation
- Facilitate transformation by assessing the current state, identifying gaps, and defining how to achieve the desired state.
- Foster collaboration among departments, optimizes workflows, supports data-driven decision-making, and drives innovation.
- Enable process improvements, technology adoption, and strategic decision-making.
- Ensure a smooth transition, minimizing risks and maximizing business value.

**BUSINESS ANALYSIS
HELPS ORGANIZATIONS
OPTIMIZE PROCESSES
IMPROVE EFFICIENCY
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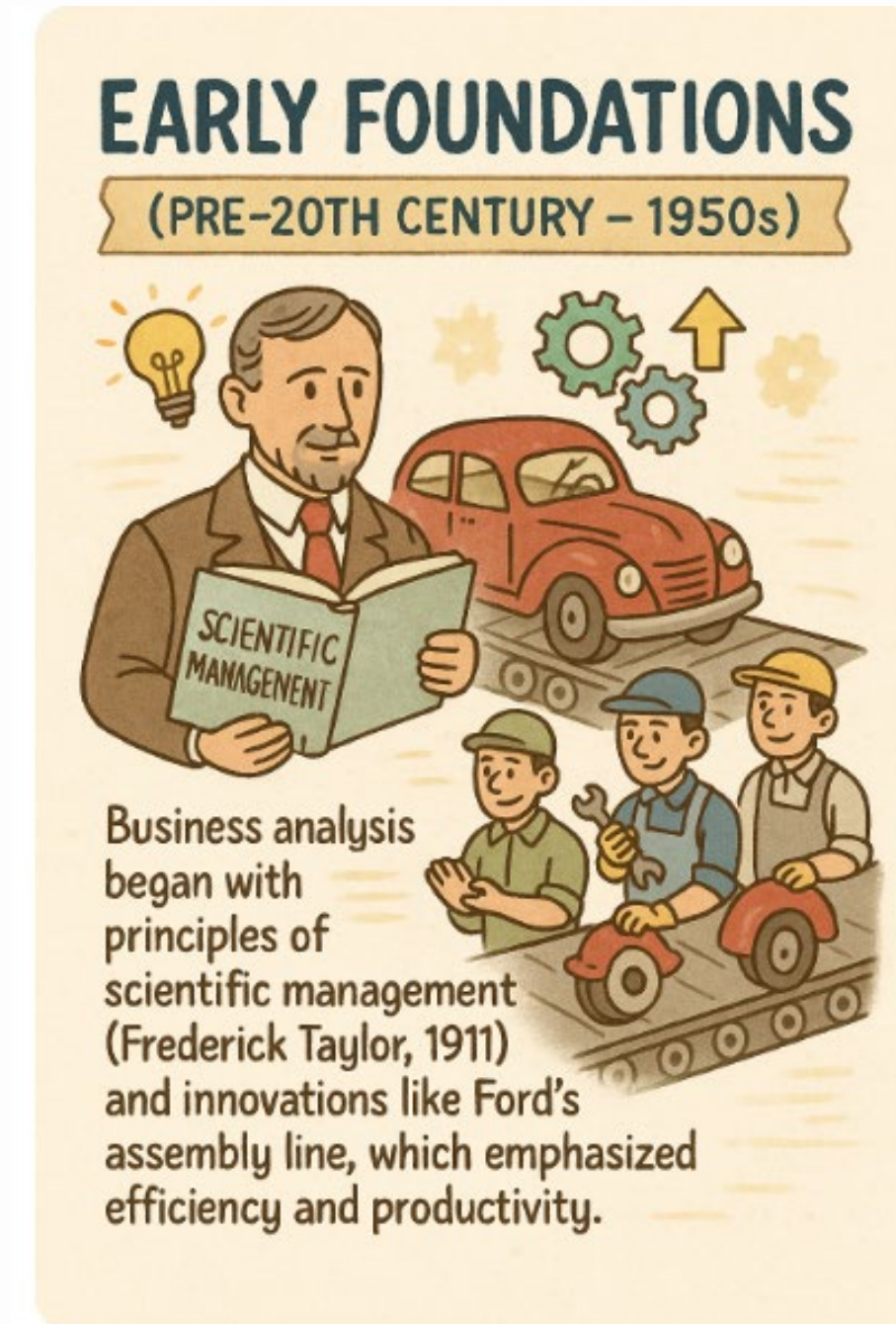


2.a Brief History of Business Analysis



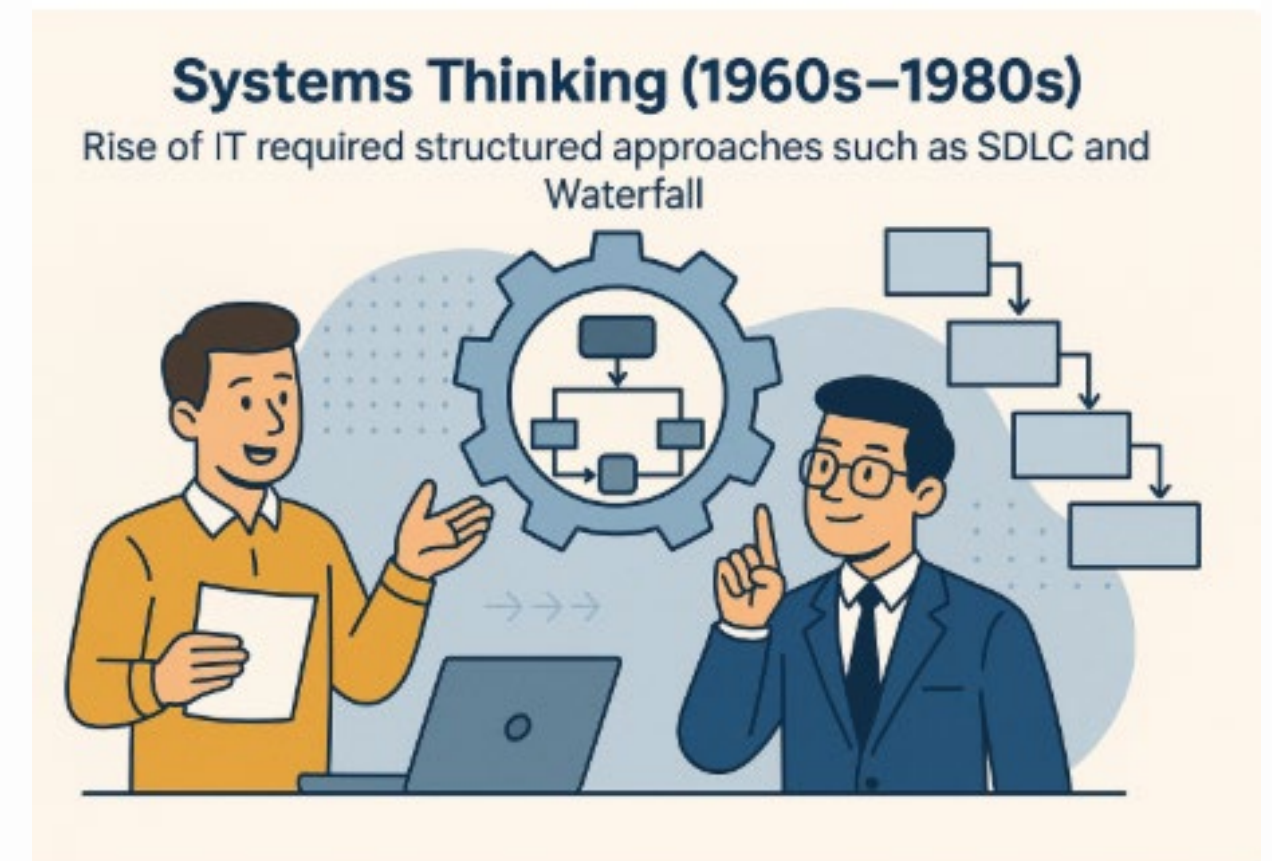
2.a Brief History of Business Analysis

- **Early Foundations (Pre-20th Century – 1950s)**
 - Principles of scientific management (Frederick Taylor, 1911)
 - Innovations like Ford's assembly line, which emphasized efficiency and productivity



2.a Brief History of Business Analysis

- **Systems Thinking (1960s – 1980s)**
 - Rise of IT required structured approaches such as SDLC and Waterfall
 - Analysts formalizing techniques through methodologies like SSADM.



2.a Brief History of Business Analysis

- **Expansion into IT & Project Management (1990s – Early 2000s)**
 - Business Analysis becomes a key part of IT and project management
 - Helps define requirements and bridge gaps between teams.

Business Analysis becomes a key part of IT and project management

Helps define requirements and bridge gaps between teams.



2.a Brief History of Business Analysis

- **Modern Business Analysis (2010s – Present)**
 - Business Analysis becomes a recognized profession with specialized tools, certifications, and practices.
 - Supports Agile Frameworks such as Kanban, Scrum, etc.

Modern Business Analysis (2010s – Present)

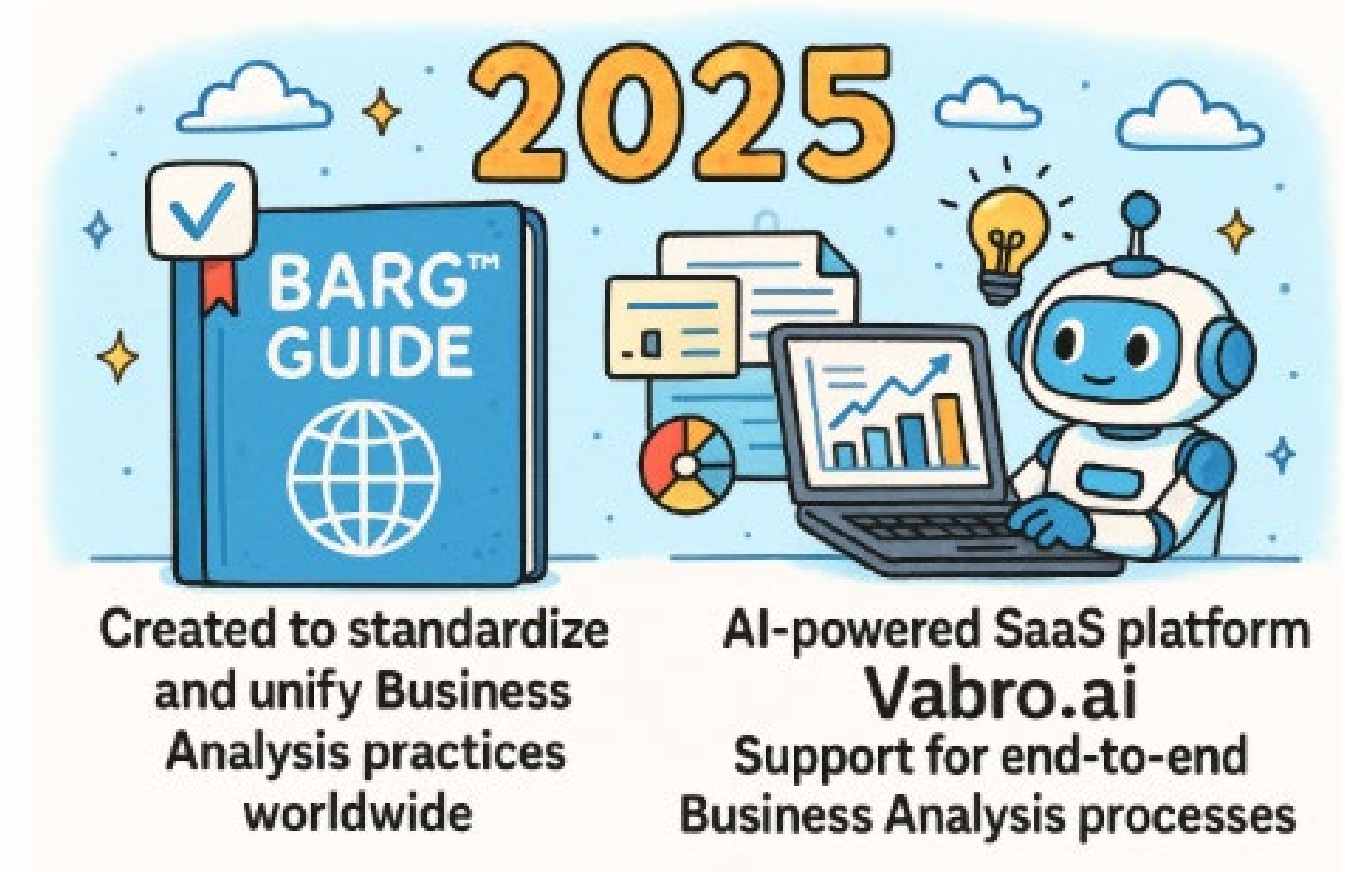
Business Analysis becomes a recognized profession with specialized tools, certifications, and practices.



2.a Brief History of Business Analysis


- **2025**

- BARG™ Guide was created to standardize Business Analysis and unify practices worldwide, giving analysts a consistent reference to follow.
- AI-powered SaaS platform Vabro.ai introduces a complete Business Analysis solution to support end-to-end Business Analysis processes.



2.a Brief History of Business Analysis

Current Adoption of Business Analysis

 **Global Recognition:** Business Analysis is now a core function in organizations worldwide, recognized as a critical profession across North America, Europe, Asia, and beyond.

 **Cross-Industry Adoption:** Widely applied in IT, finance, healthcare, manufacturing, telecom, retail, and government—BA ensures value delivery regardless of sector.


 **Standardized Certifications:** Popular certifications such as those offered by BA Learning, are in high demand, validating BA as a standardized global profession.

 **Support for Agile & Digital Transformation:** BAs play a central role in Agile frameworks (Scrum, Kanban, DevOps) and digital transformation projects across industries.

 **Bridging Strategy to Execution:** Organizations adopt Business Analysis to ensure smooth collaboration between business stakeholders and technical teams, reducing failures and boosting ROI.

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4-minute Break

1. Webinar Format and Prerequisites
2. Understanding Business Analysis(BA) Concepts
 - a. Brief History of Business Analysis 

5 minute Health Break



Optional – Please review Section 2.a about “What is Business Analysis” and “Brief History of Business Analysis” in the Webinar Reference Document

After the break – 3 question Quiz

2.a History of BA (Ques 1 of 3)

Quiz Question:

Which early innovation best represents the foundation of Business Analysis through its focus on efficiency and productivity?

Options:

- a) The invention of the printing press
- b) Ford's assembly line
- c) The discovery of electricity
- d) The Wright brothers' first flight

Please select the correct option. The correct answer and justification will be shown on the next slide.

2.a History of BA (Ans 1 of 3)

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Correct Answer:

b) Ford's assembly line

Justification:

Ford's assembly line (early 20th century) emphasized efficiency, productivity, and systematic workflow. This innovation is a cornerstone in the early foundations of Business Analysis, as it demonstrated how structured processes and optimization could transform industries—paving the way for modern analysis and management practices.

2.a History of BA (Ques 2 of 3)

Quiz Question:

What is one of the primary roles of Business Analysis in organizations?

Options:

- a) Designing user interfaces
- b) Defining requirements and bridging gaps between teams
- c) Writing computer code
- d) Handling financial audits

Please select the correct option. The correct answer and justification will be shown on the next slide.

2.a History of BA (Ans 2 of 3)

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- a) Designing user interfaces
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 - c) Writing computer code
 - d) Handling financial audits
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Correct Answer:

b) Defining requirements and bridging gaps between teams

Justification:

Business Analysts act as a link between business stakeholders and technical teams. Their main role is to **gather, clarify, and define requirements** while ensuring smooth communication, so that projects meet business needs effectively. This bridging role reduces misunderstandings and ensures alignment between diverse teams.

2.a History of BA (Ques 3 of 3)

Quiz Question:

What was the purpose of creating the BARG™ Guide?

Options:

- a) To design software user interfaces
- b) To teach project managers coding skills
- c) To standardize Business Analysis and unify practices worldwide
- d) To focus only on financial auditing processes

Please select the correct option. The correct answer and justification will be shown on the next slide.

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Correct Answer:

- c) To standardize Business Analysis and unify practices worldwide

Justification:

The BARG™ (Business Analysis Reference Guide) was created to give analysts a **consistent global reference**. It ensures standardized approaches, best practices, and alignment across industries, making Business Analysis more reliable and universally applicable. AI-powered SaaS platforms like **Vabro.ai** then support these practices by providing complete, end-to-end Business Analysis solutions.

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2.b Business Analysis Overview and Why use BA?

- Important Roles in Business Analysis
- Overview of Business Analysis(BA) Framework
- Benefits of Business Analysis



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BENEFITS OF BUSINESS ANALYSIS

	Optimize Processes
	Improve Efficiency
	Enhance Customer Experiences
	Drive Innovation

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2.b Business Analysis Roles

- Business Analyst
- Sponsors
- Stakeholders



2.b Business Analysis Roles

Business Analyst

(also referred to as Kanban Manager, Process Analyst, Data Analyst, Requirements Engineer, or Management Consultant)

- Bridges the gap between business needs and desired Solutions
- Identifies business needs, gathers and validates requirements from Stakeholders
- Evaluates existing workflows, suggests improvements, ensures solutions deliver value and align with business goals



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2.b Business Analysis Roles

Sponsor

(also referred to as Executive or Product Owner)

- Provides executive backing and strategic direction
- Secures financial support and resources
- Guides decisions and manages risks
- Collaborates with Business Analysts
 - Defines business goals, prioritizes initiatives, advocates for business needs, and drives efficiency, profitability, and sustainable growth.

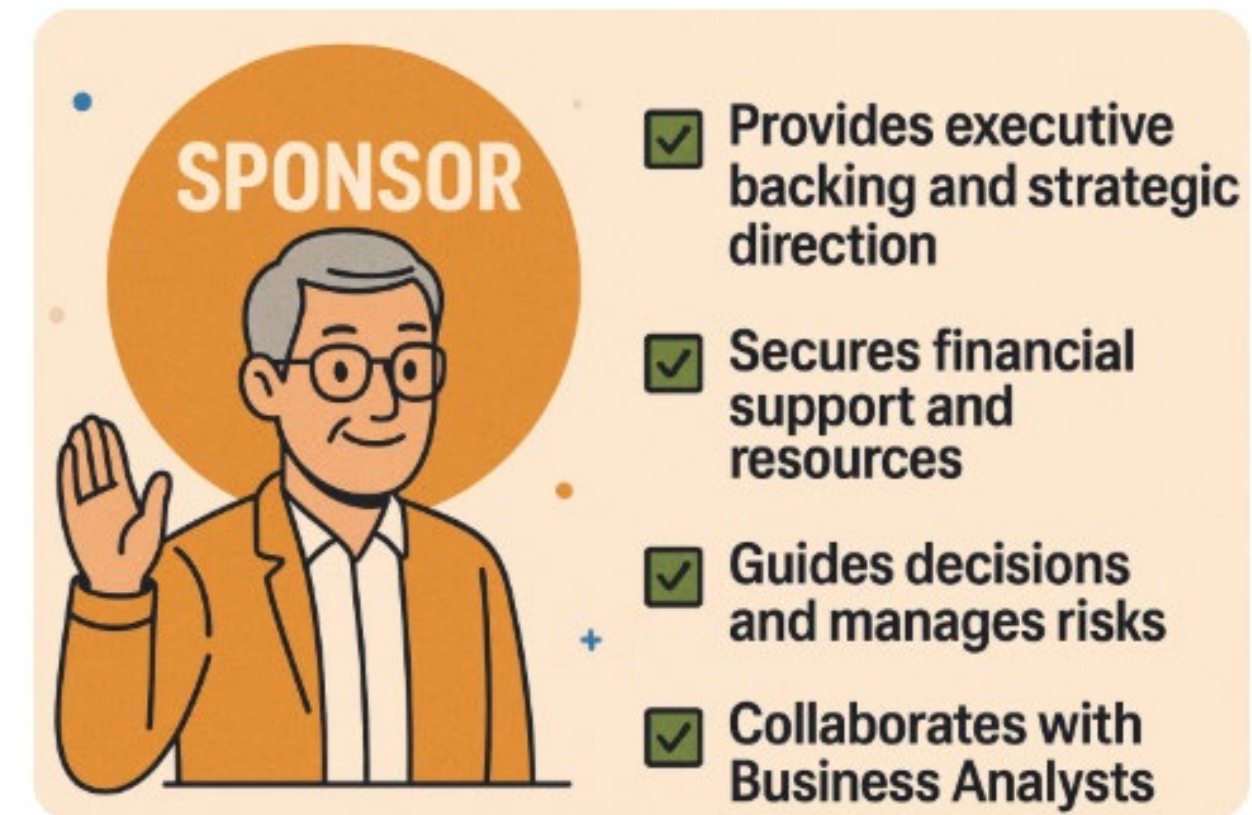


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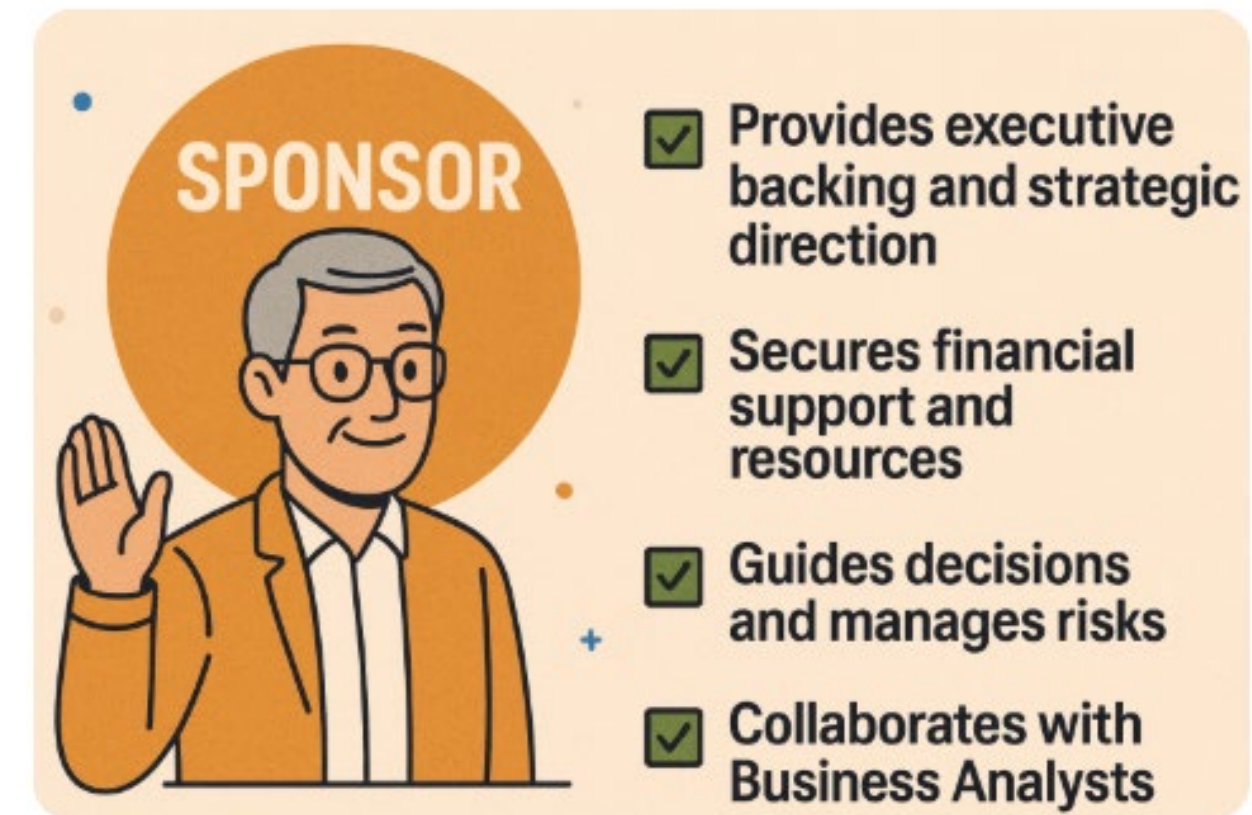
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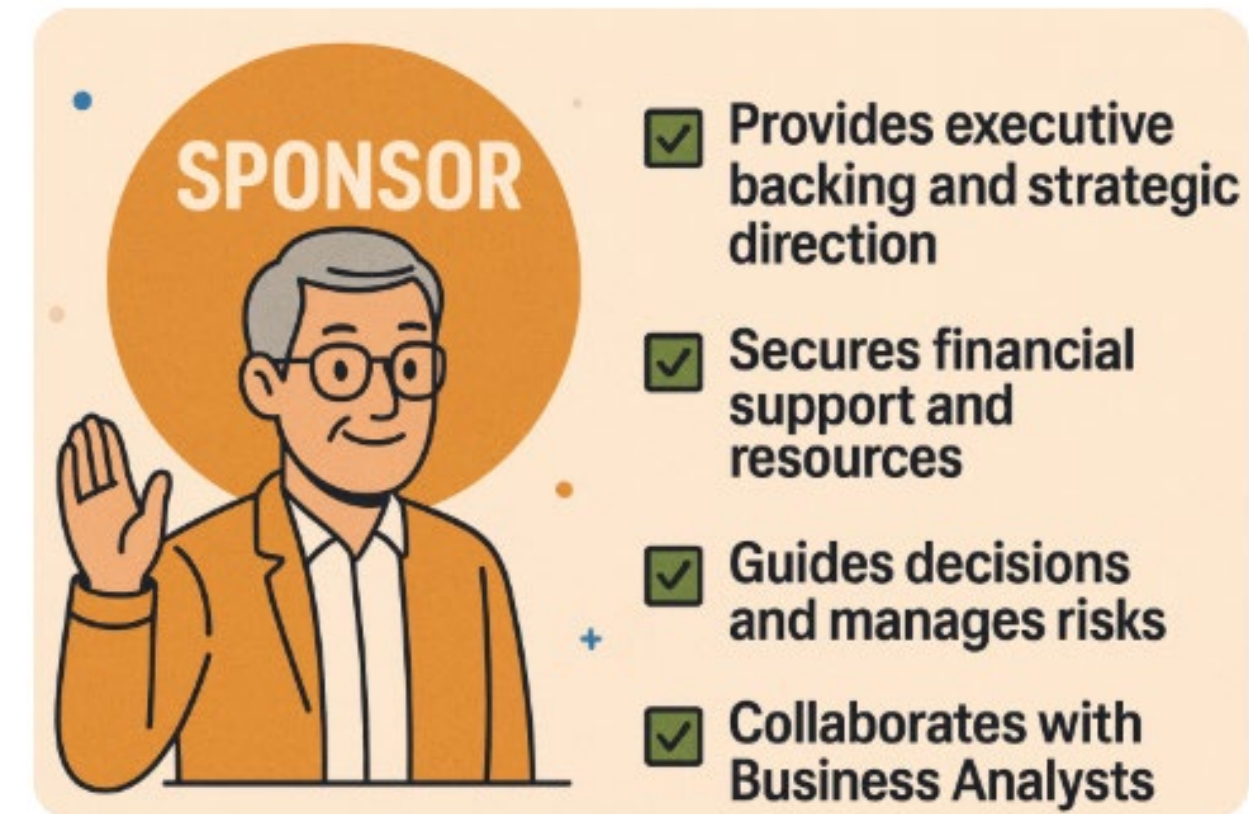


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2.b Business Analysis Roles

Stakeholders

- include all roles that interact and collaborate with the Business Analyst
- participation depends on the Business Analysis scope and needs
- Business Analysts identify and select Stakeholders



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2.b Business Analysis Roles

Considerations for determining which stakeholders to engage in a Business Analysis initiative

- **Define objectives and context** – Analyze scope, goals, and outcomes to identify relevant stakeholders.
- **Assess needs, expectations, and influence** – Select stakeholders based on concerns, interest, impact, and decision-making roles.
- **Review structures and past projects** – Use organizational hierarchies and previous initiatives to pinpoint recurring key stakeholders.
- **Engage cross-functional teams** – Collaborate across departments to include stakeholders with diverse insights and expertise.

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2.b Business Analysis Roles - Stakeholders

- Multiple Stakeholders a Business Analyst may need to engage with during a Business Analysis assignment.



2.b Business Analysis Roles - Stakeholders

Product Owner (PO) – Agile initiatives e.g. Scrum, Kanban, DevOps etc.

- Define priorities, represent business needs, and ensure Agile projects deliver the right value.



Project Managers (PMs) – (SDLC) or waterfall framework

- Plan, schedule, and monitor projects, especially in structured lifecycle methods like SDLC and waterfall



Customers

- End-users or clients whose feedback and needs directly shape the final product or service.



Subject Matter Experts (SMEs)

- Provide deep domain knowledge and insights critical for accurate requirement gathering and solutions.



Quality Assurance (QA) and Testers

- Validate solutions, run tests, and ensure that the final product meets standards and works properly.



System Architects and IT Teams

- Design technical solutions and ensure systems are scalable, secure, and aligned with business needs.



UX/UI Designers

- Design user-friendly interfaces and improve customer experiences, making systems more usable and engaging.



2.b Business Analysis Roles - Stakeholders

Data Analysts and Business Intelligence (BI) Teams

- Interpret data, provide insights, and support decision-making with analytics and reporting.



Process Owners and Change Management Teams

- Oversee business processes and manage organizational change to support new solutions.



Compliance and Legal Teams

- Ensure projects follow laws, regulations, and policies to avoid risks or penalties.



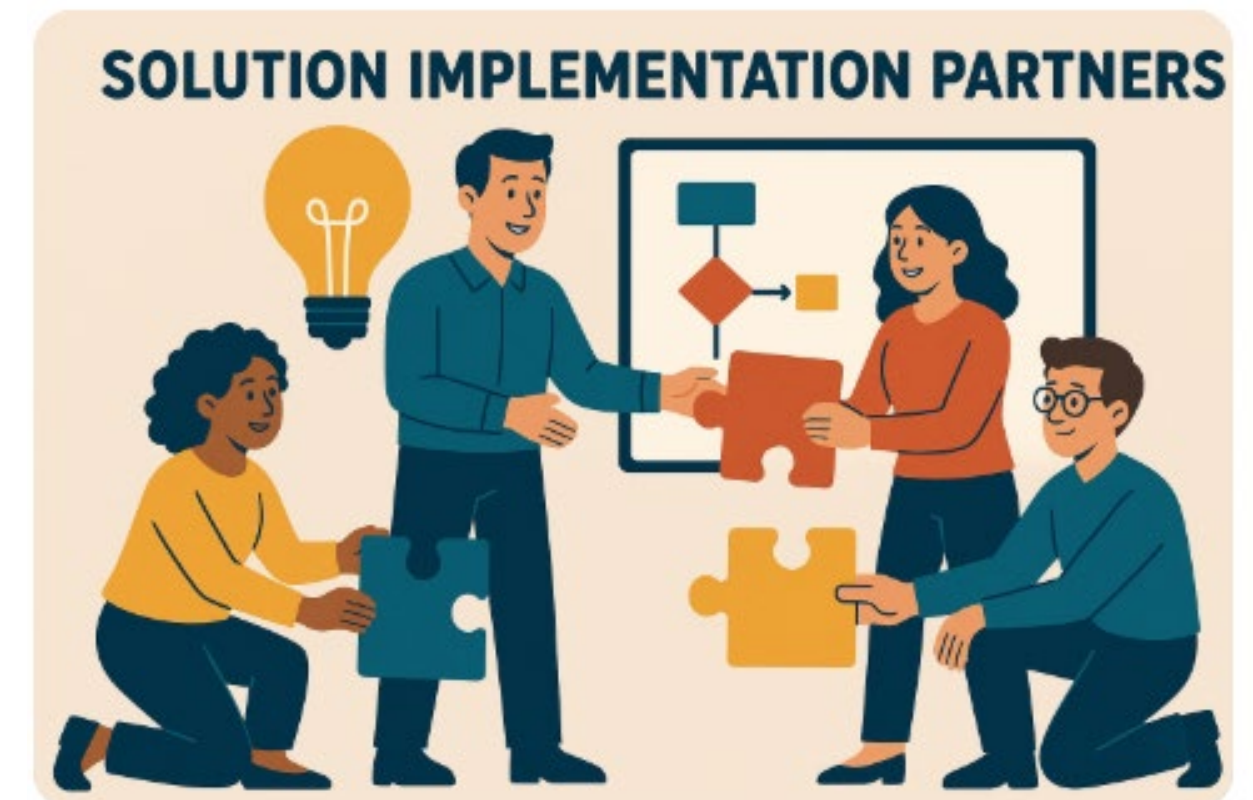
Vendors

- Supply products, services, or technology that support business analysis and solution delivery.



Solution Implementation Partners

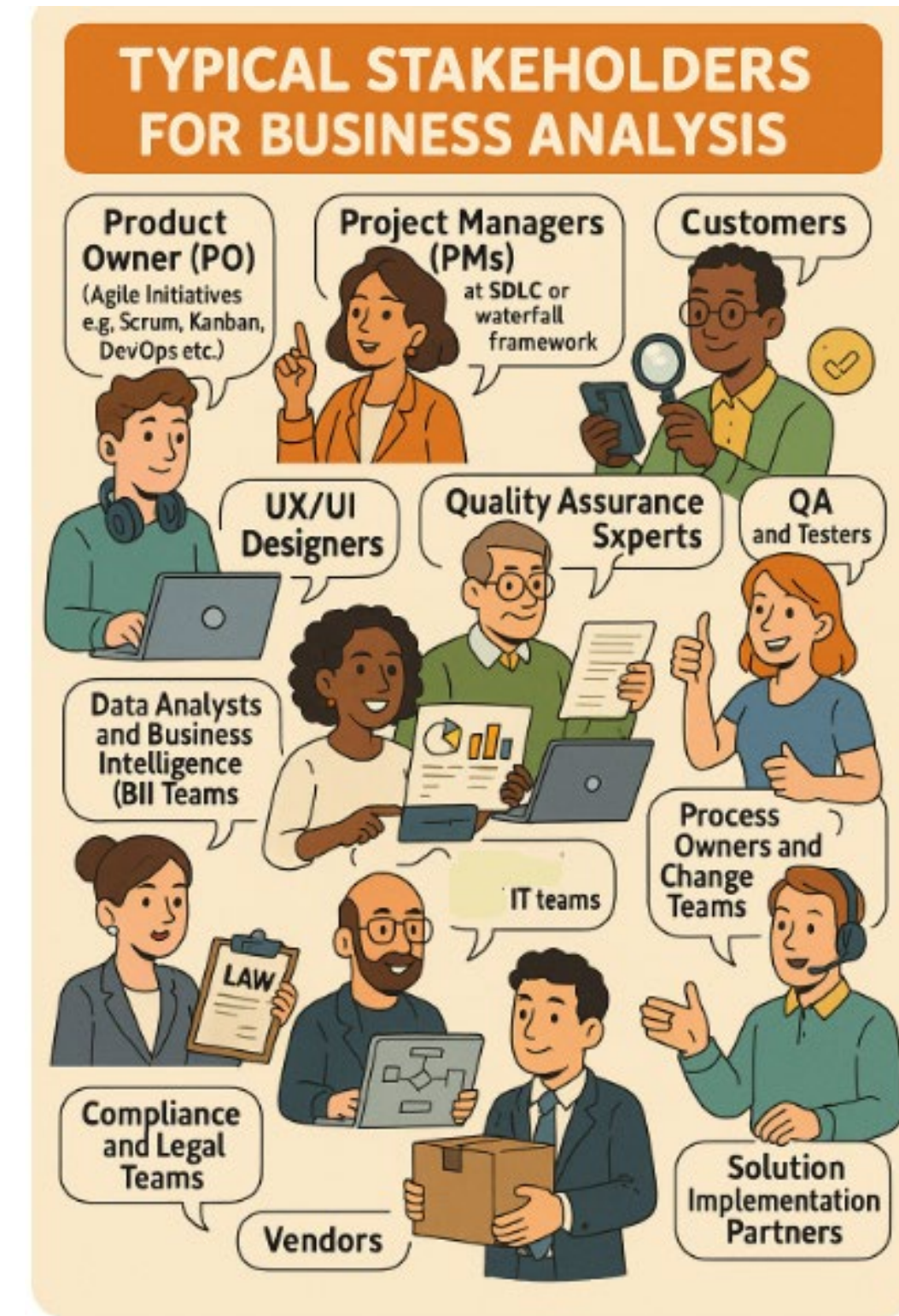
- Assist in deploying solutions, provide expertise, and help transition projects into live operations.



2.b Business Analysis Roles - Stakeholders

Some stakeholders with who a Business Analyst may interact include:

- Product Owner (PO) (Agile)
- Project Managers (PMs)
- Customers
- Subject Matter Experts (SMEs)
- Quality Assurance (QA) and Testers
- UX/UI Designers
- Data Analysts and Business Intelligence (BI) Teams
- System Architects and IT Teams
- Process Owners and Change Management Teams
- Compliance and Legal Teams
- Vendors
- Solution Implementation Partners



2.b Business Analysis Roles - review

- Business Analyst
- Sponsors
- Stakeholders



2.b Business Analysis Roles – further study

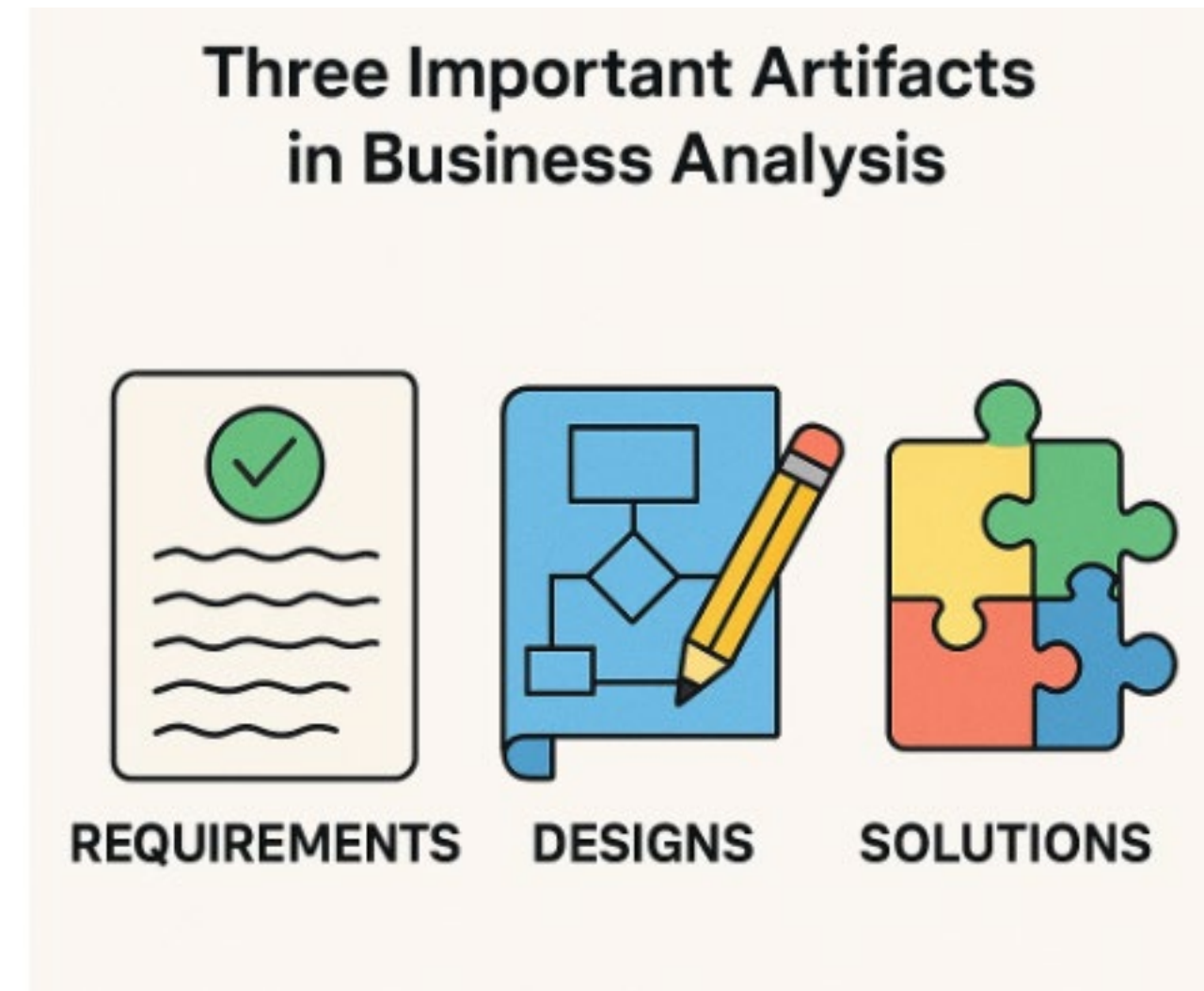
Additional Reference and Further study:

- BARG™ Guide Chapter 3: Organization (Pages 26–33)
- Advanced BALearning Certifications such as BAEC™, BAPC™, BALC™, etc.



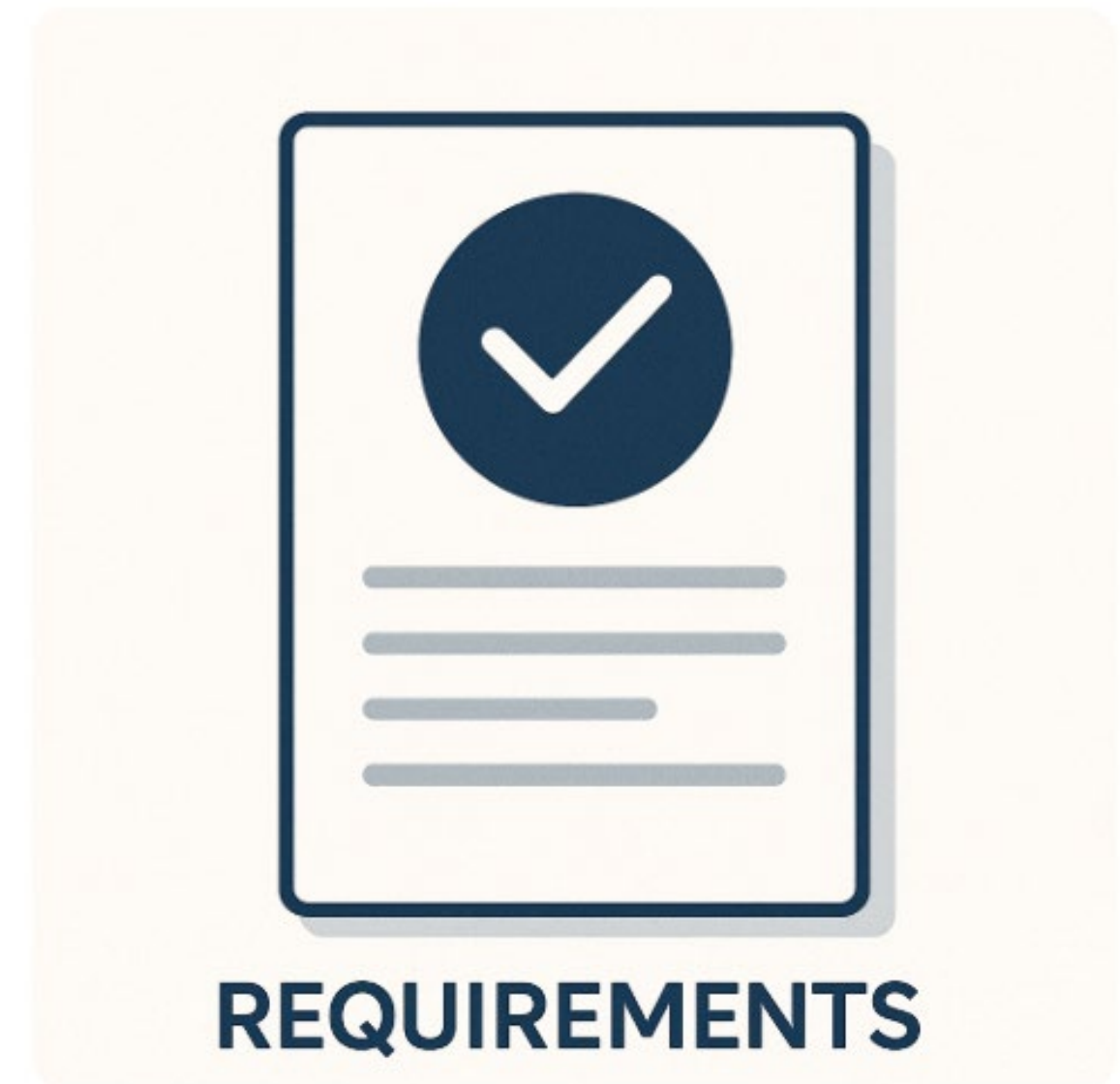
2.b Important Business Analysis Artifacts

- Requirements
- Designs
- Solutions



2.b Important Business Analysis Artifacts

- Requirements
 - Clearly stated needs, conditions, or capabilities demanded by stakeholders, documented to guide system or solution design, ensuring business objectives, user expectations, and technical constraints are effectively met.



2.b Important Business Analysis Artifacts

- Designs
 - Structured representations of solutions, transforming refined requirements into models, diagrams, or prototypes that guide development.



2.b Important Business Analysis Artifacts

- Solutions
 - Means of addressing identified business needs or problems, encompassing processes, systems, products, or services that deliver value to stakeholders.



2.b Important Business Analysis Artifacts

Example of a house construction project

1. Requirements (What is needed)

- The house must have 3 bedrooms, 2 bathrooms, a kitchen, and a living room
- It should follow local building codes and include energy-efficient features
- Must be completed within 12 months and under the budget of \$250,000.

2. Designs (How requirements are represented)

- Architectural blueprints showing layout of rooms, dimensions, and floor plans
- 3D models to visualize the exterior and interior
- Engineering designs for plumbing, electrical wiring, and structural stability

3. Solutions (The final outcome)

- A constructed house with 3 bedrooms, 2 bathrooms, kitchen, and living room
- Built with sustainable materials and energy-efficient systems
- Fully compliant with building regulations, delivered on time and within budget



Summary

- Requirements define what the stakeholders want
- Designs show how it will look/work
- Solutions are the final delivered house.

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2.b Important Business Analysis Artifacts

Example: Creating a website for a training company

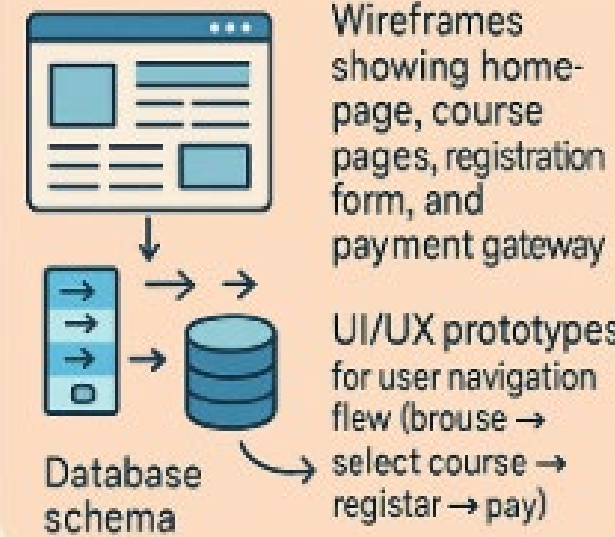
1 Requirements (What is needed)

- ✓ The website must display course catalog, faculty profiles, and contact details.
- ✓ It should allow online registration and payment for courses
- ✓ Must be mobile-friendly, secure, and load within 3 seconds.

3 Solutions (Final outcome delivered)

- ✓ A live website for the training company with course listings, online registration, and payments.
- ✓ Responsive design working across devices.
- ✓ Integrated with payment gateways and automated confirmation emails.

Designs (How requirements are represented)



Summary

- **Requirements** = What the website must do.
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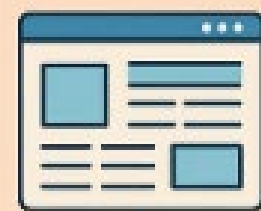
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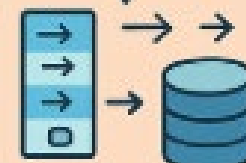
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Wireframes showing home-page, course pages, registration form, and payment gateway



Database schema

UI/UX prototypes for user navigation flow (browse → select course → registrar → pay)

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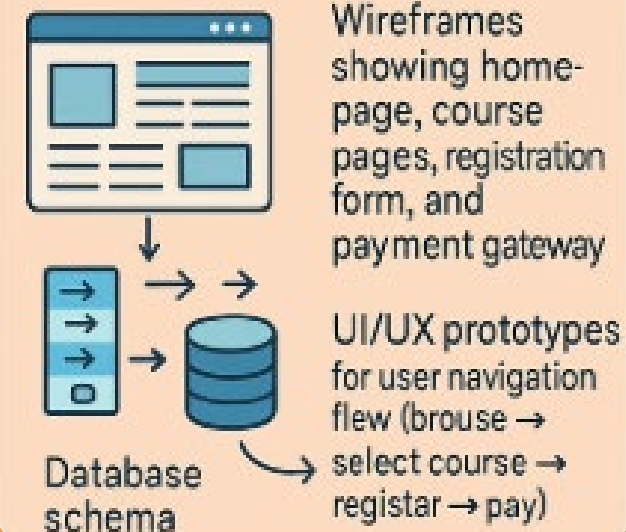
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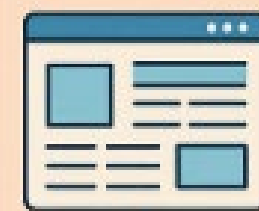
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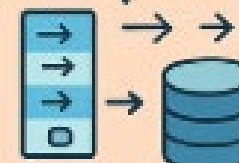
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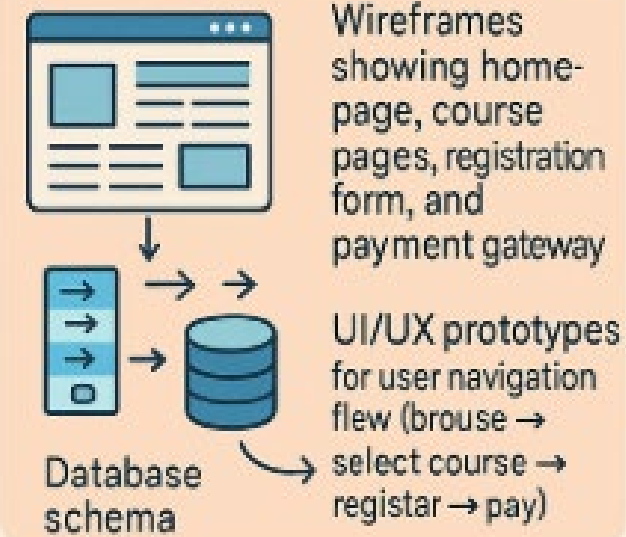
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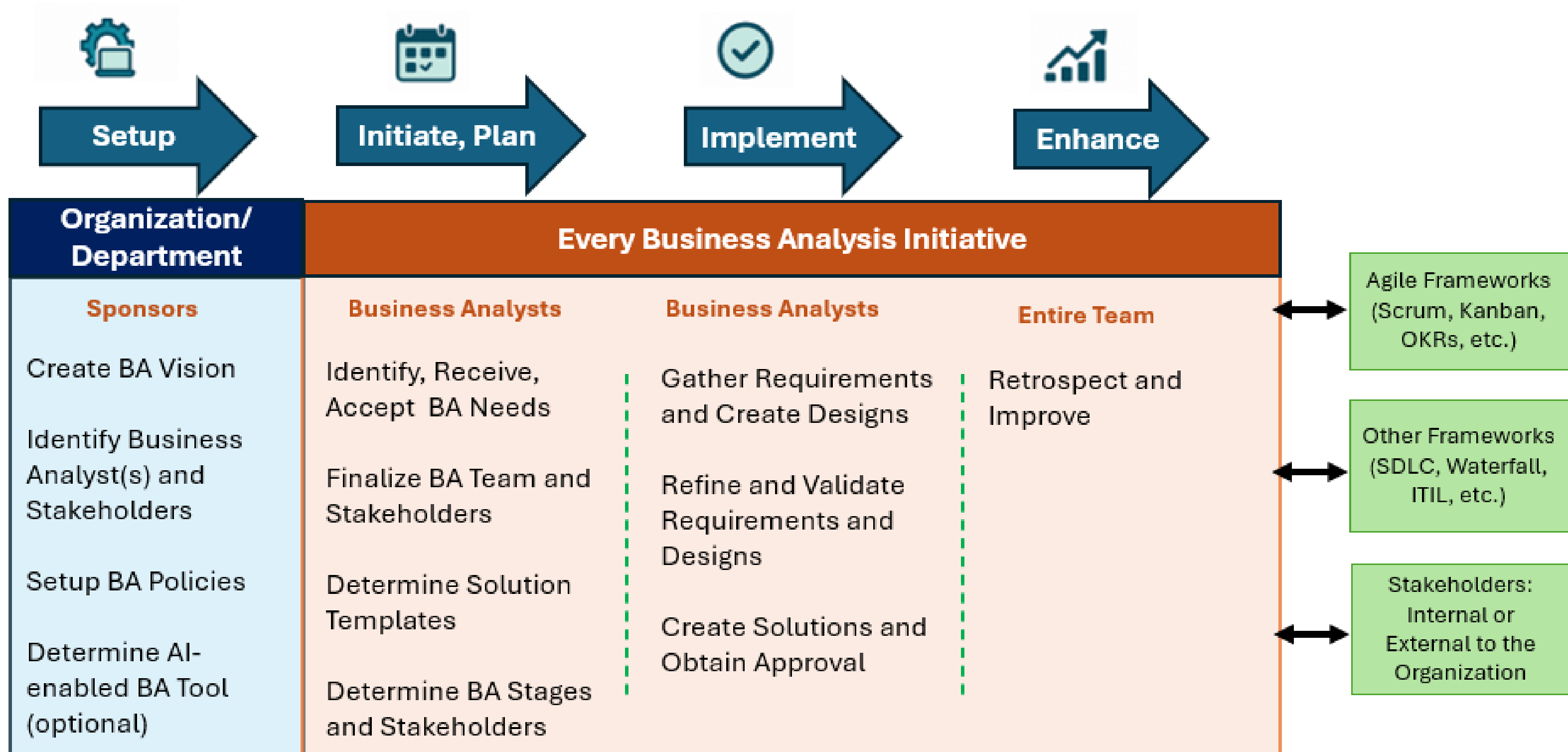
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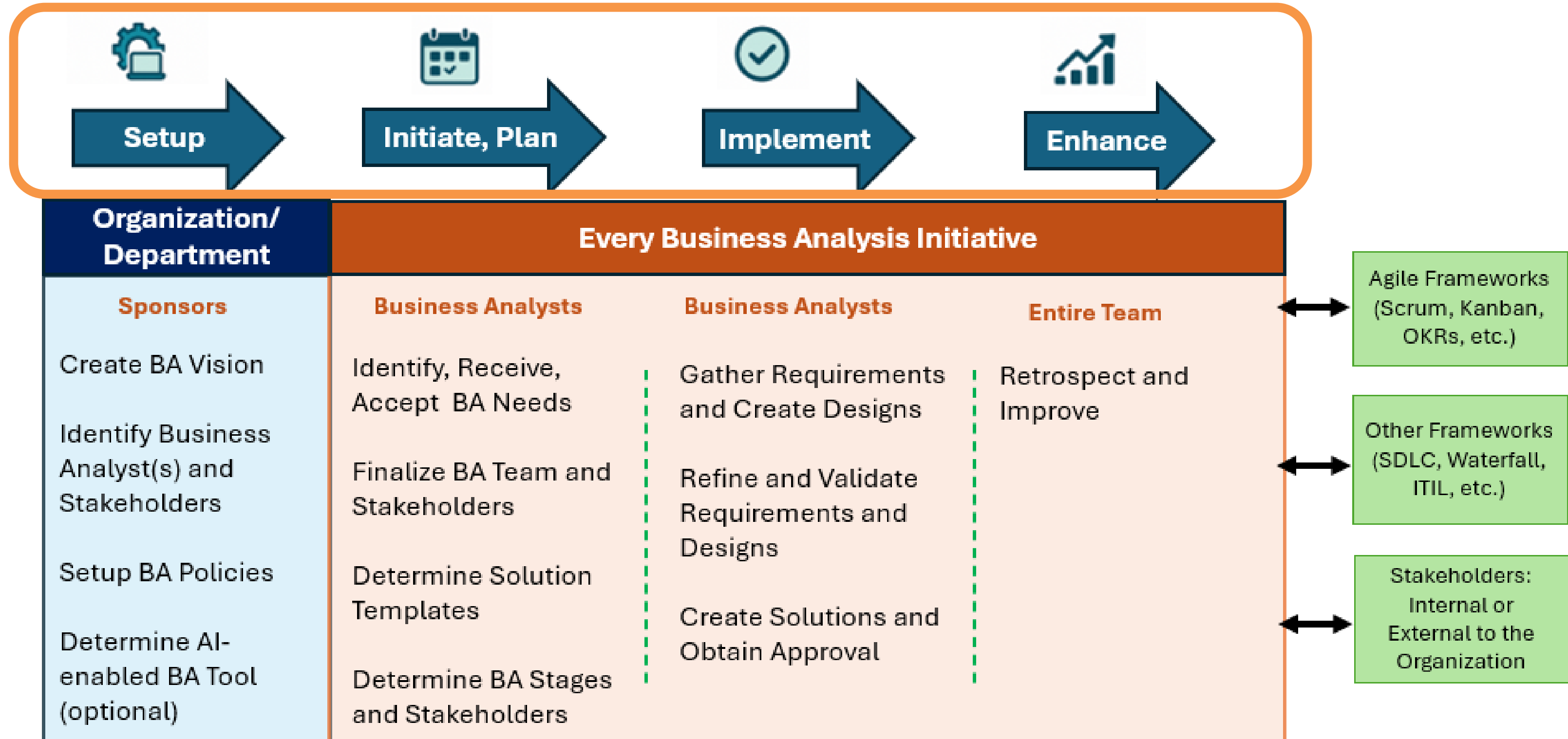
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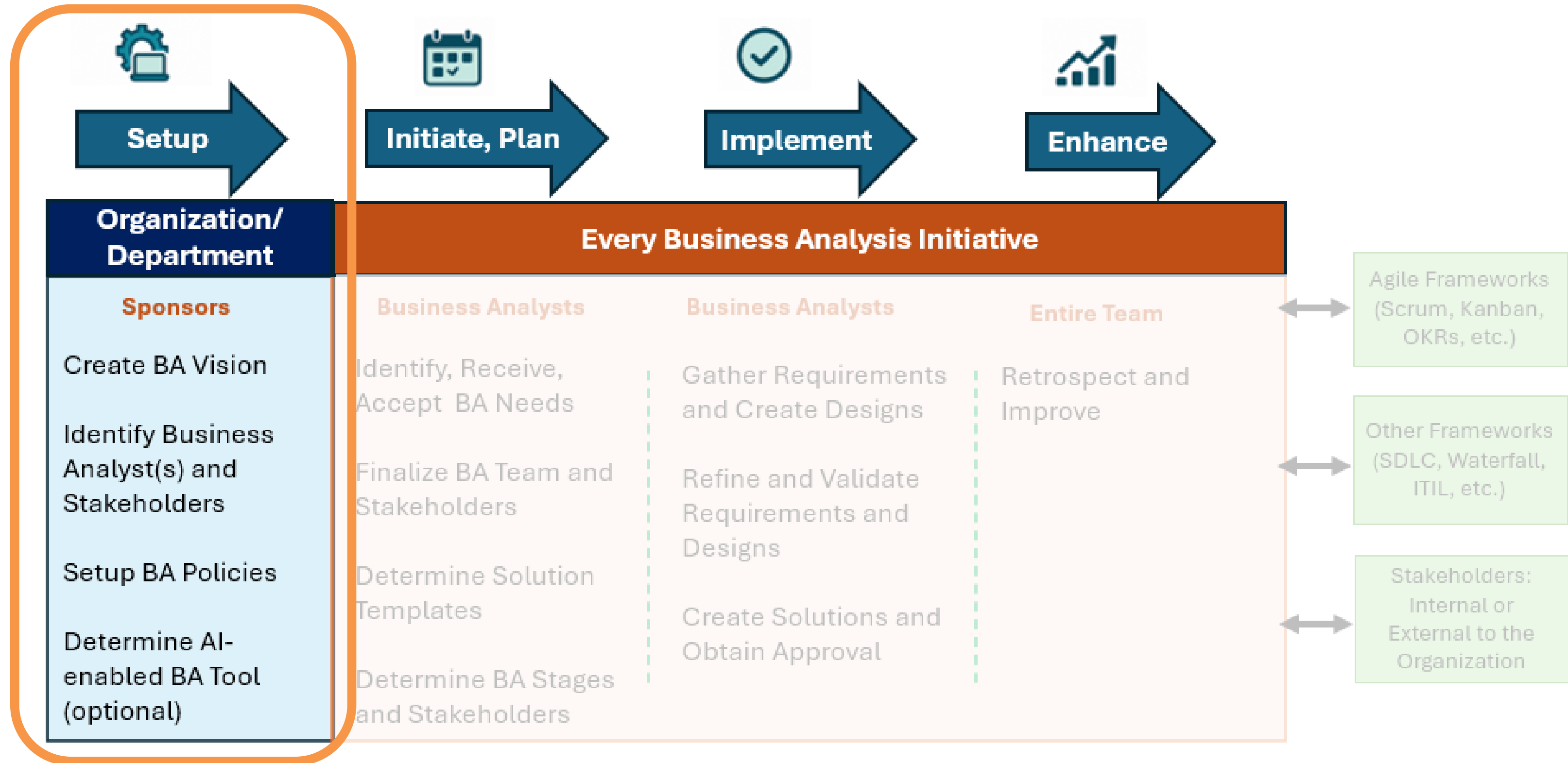
2.b Overview of BA Framework



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Create Business Analysis(BA) Vision

- Sponsor(s) responsible for establishing and providing overall direction for Business Analysis activities within the organization or department are identified.
- Sponsor(s) then create a Business Analysis Vision Statement, which provides overarching guidance, inspiration, and focus for setting up the Business Analysis function.

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2.b Overview of BA Framework



Identify Business Analyst(s) and Stakeholders

- Business Analyst(s) are identified using specific selection criteria focused on the soft skills and Business Analysis knowledge. Additionally, relevant Stakeholders are identified.
- Business Analyst(s) and Stakeholders belong to either the entire organization or a specific department for which the Business Analysis Setup is being conducted.
- A subset of the identified Business Analyst(s) will later form the Business Analysis Teams that work on specific Business Analysis initiatives.

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Setup BA Policies

- Business Analyst(s) work with the Sponsor(s) and relevant Stakeholders to identify and document various policies that will guide all Business Analysis activities within the organization or a specific department.
- BA policies define the standards, procedures, and expectations for Business Analysis practices.
- Ensure consistency, promote ethical conduct, and align Business Analysis activities with strategic goals, Stakeholder needs, and regulatory requirements.

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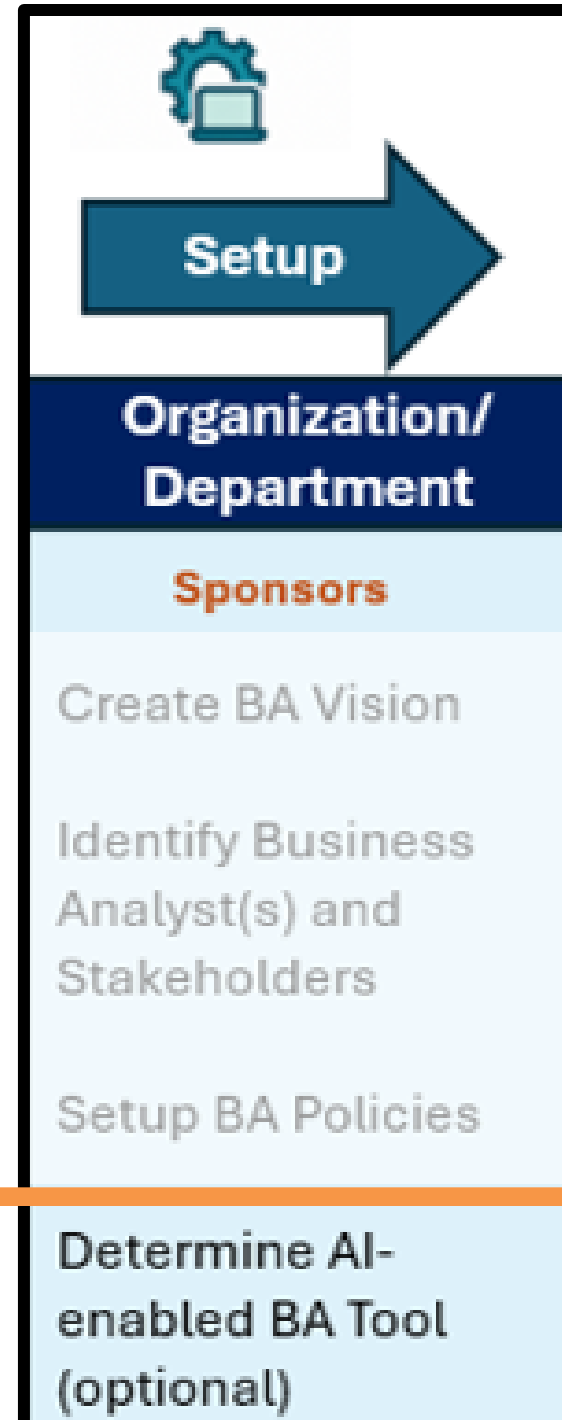
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Select AI-enabled Business Analysis(BA) Tool (Optional)

- Sponsors, Business Analyst(s), and relevant Stakeholders help to select an AI-enabled Business Analysis tool for the entire organization or for a specific department.
- In the absence of an AI-enabled Business Analysis tool, the Business Analysis Team can use manual methods to carry out their activities.
- AI-enabled Business Analysis tools, such as Vabro.ai, enhance efficiency, accuracy, and decision-making by automating tasks, collaborating with multiple stakeholders, and providing real-time insights.

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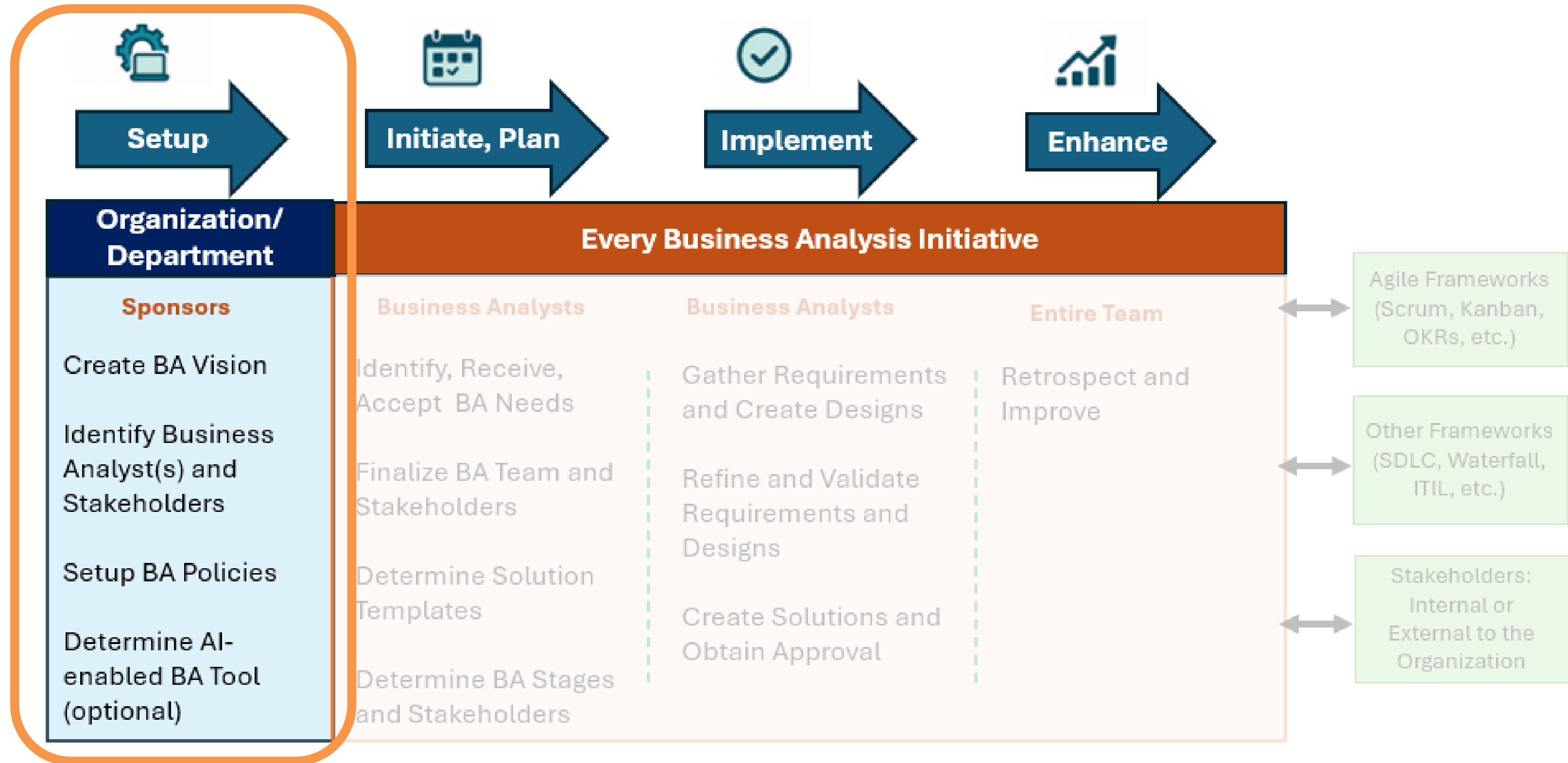
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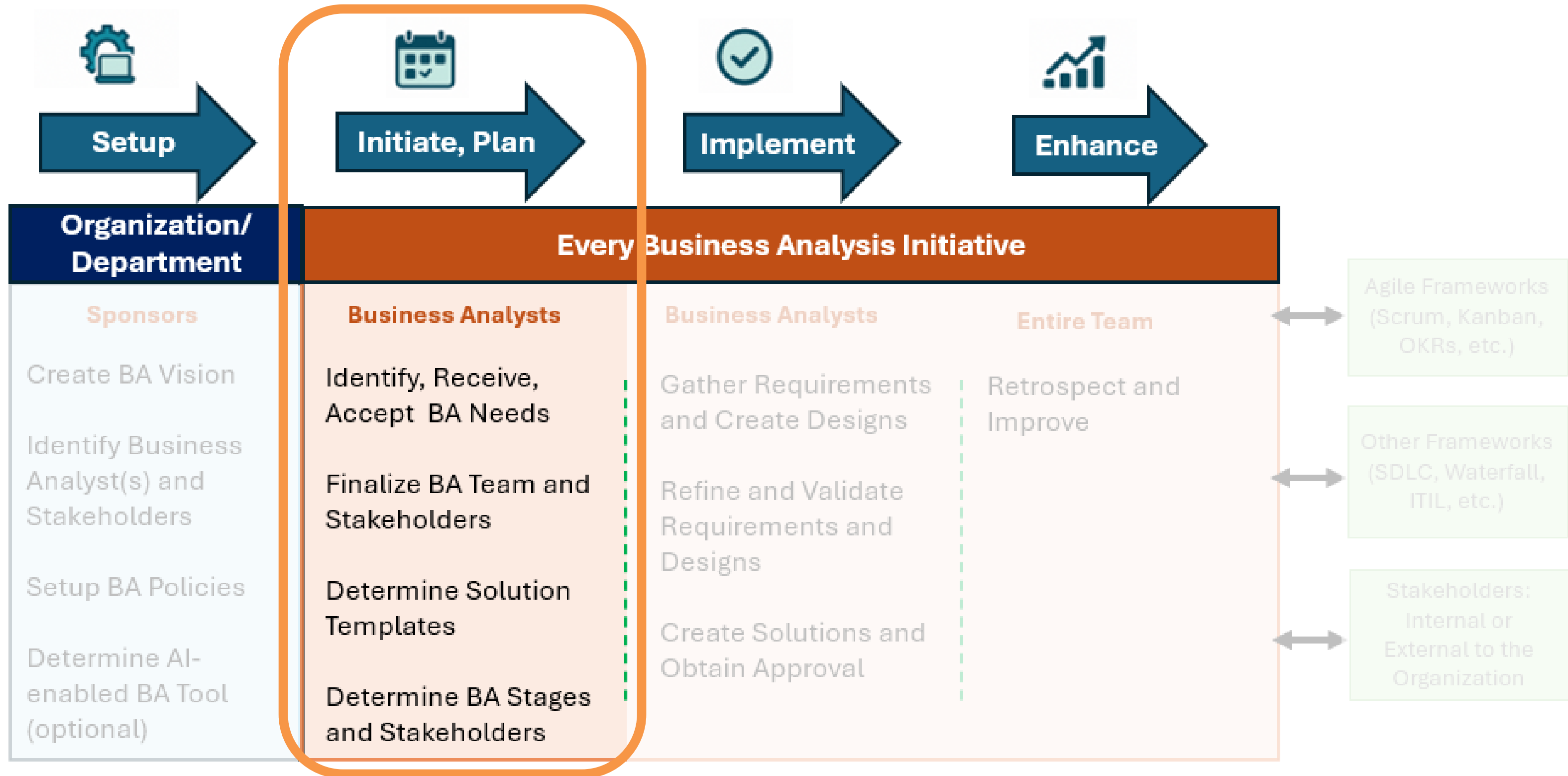
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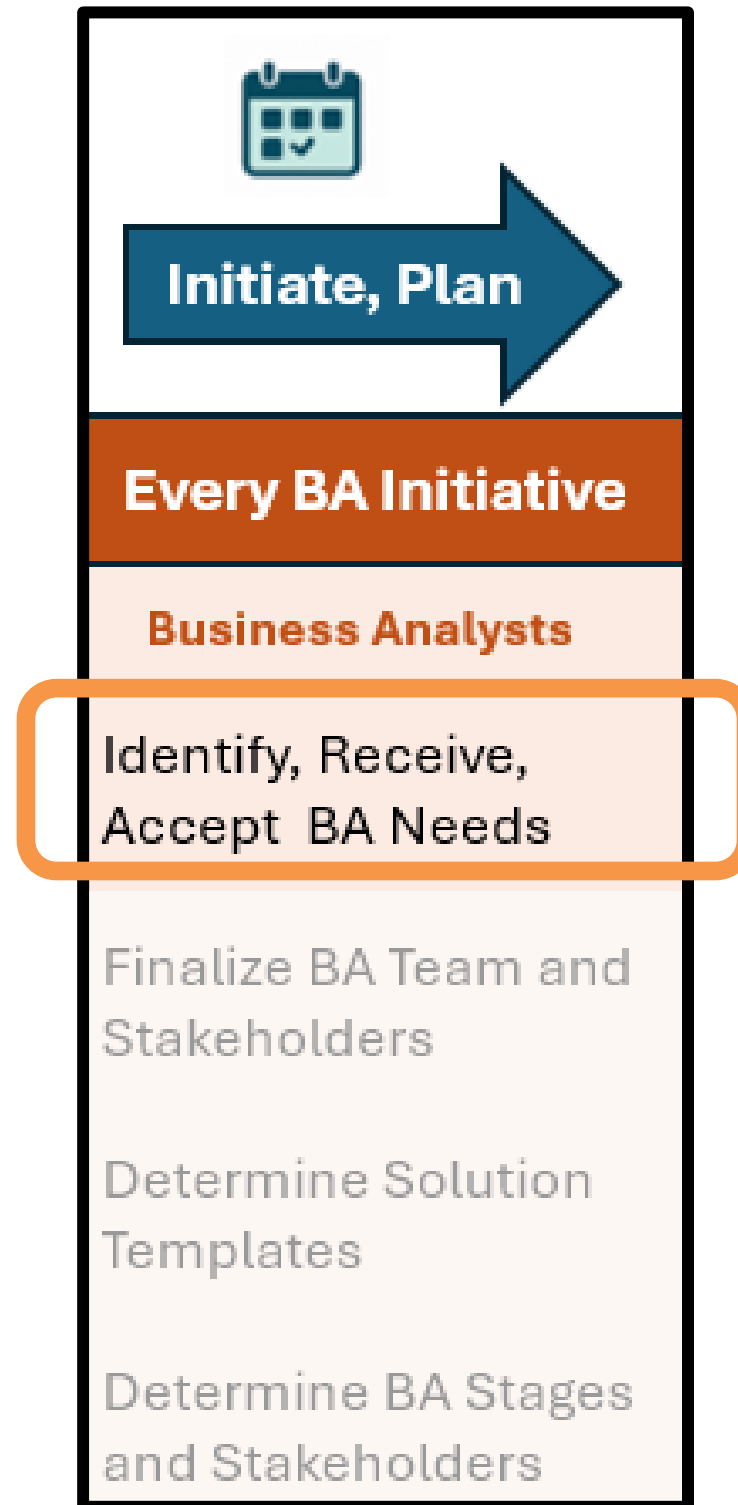
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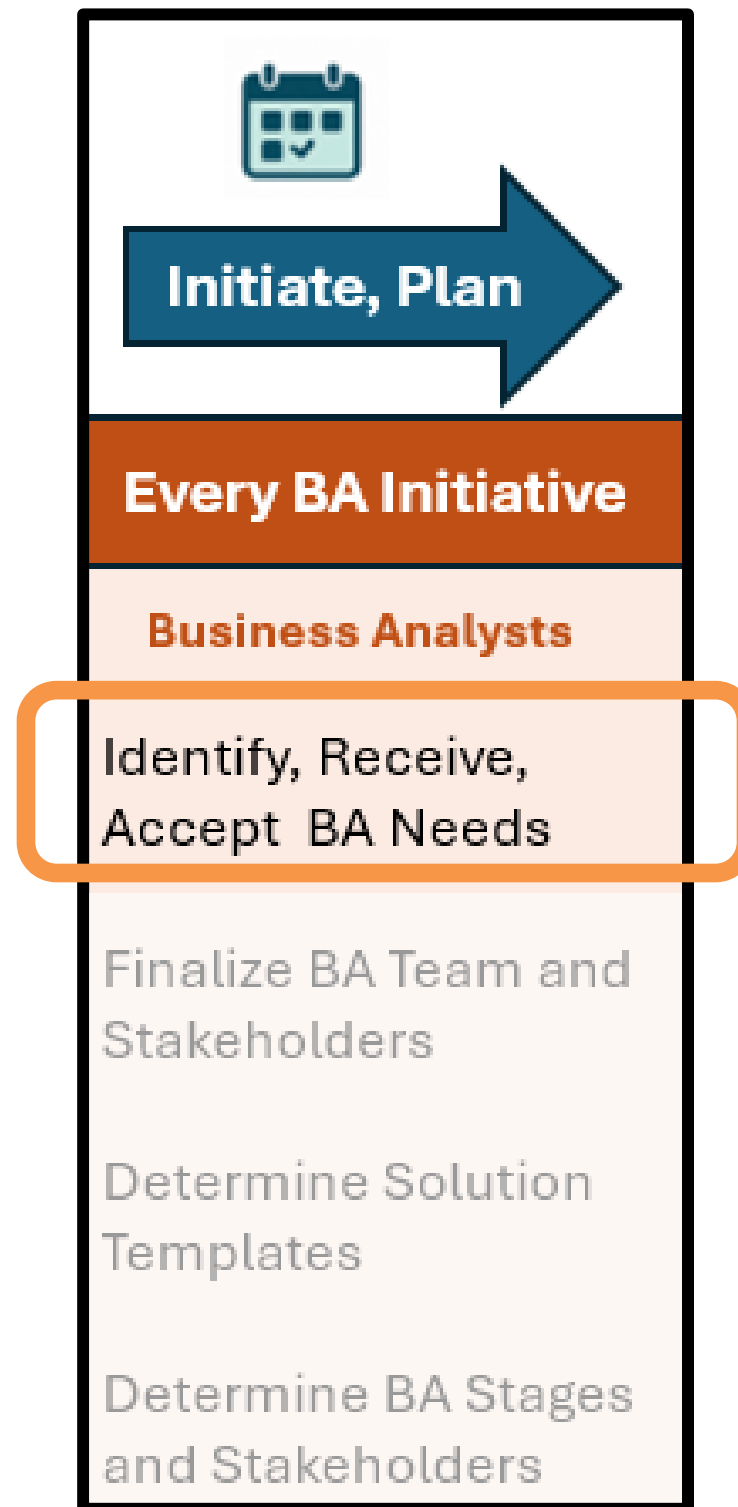
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Identify Business Analysis Needs:

- Business Analyst(s) collaborate with Sponsors, Senior Management, and other relevant Stakeholders to gather inputs and assess challenges or opportunities.
- Key activities include Workshops and Focus Groups, Stakeholder interviews and surveys, Gap Analysis, SWOT Analysis, and other feasibility studies to identify business needs.
- Review existing business processes, regulatory Requirements, and market trends to ensure a comprehensive understanding.

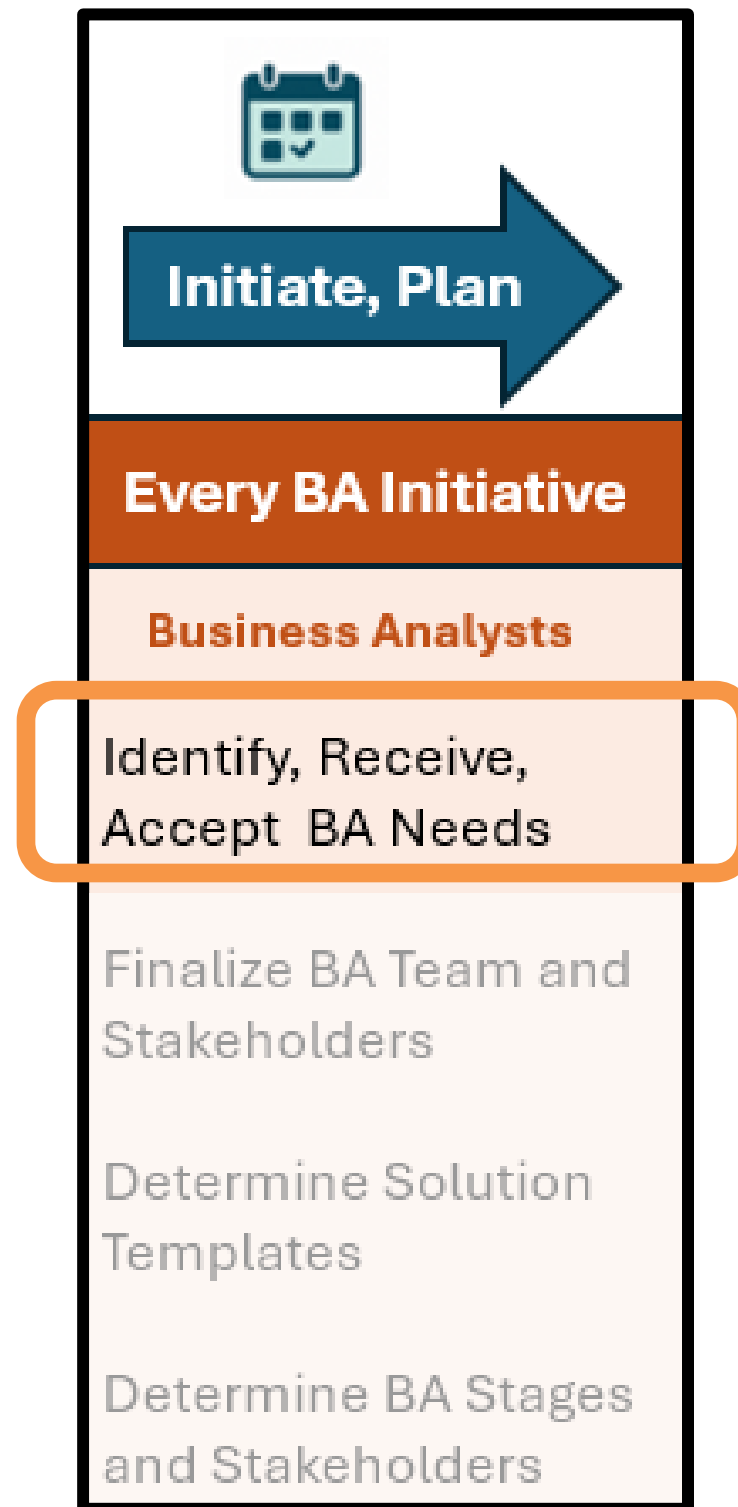
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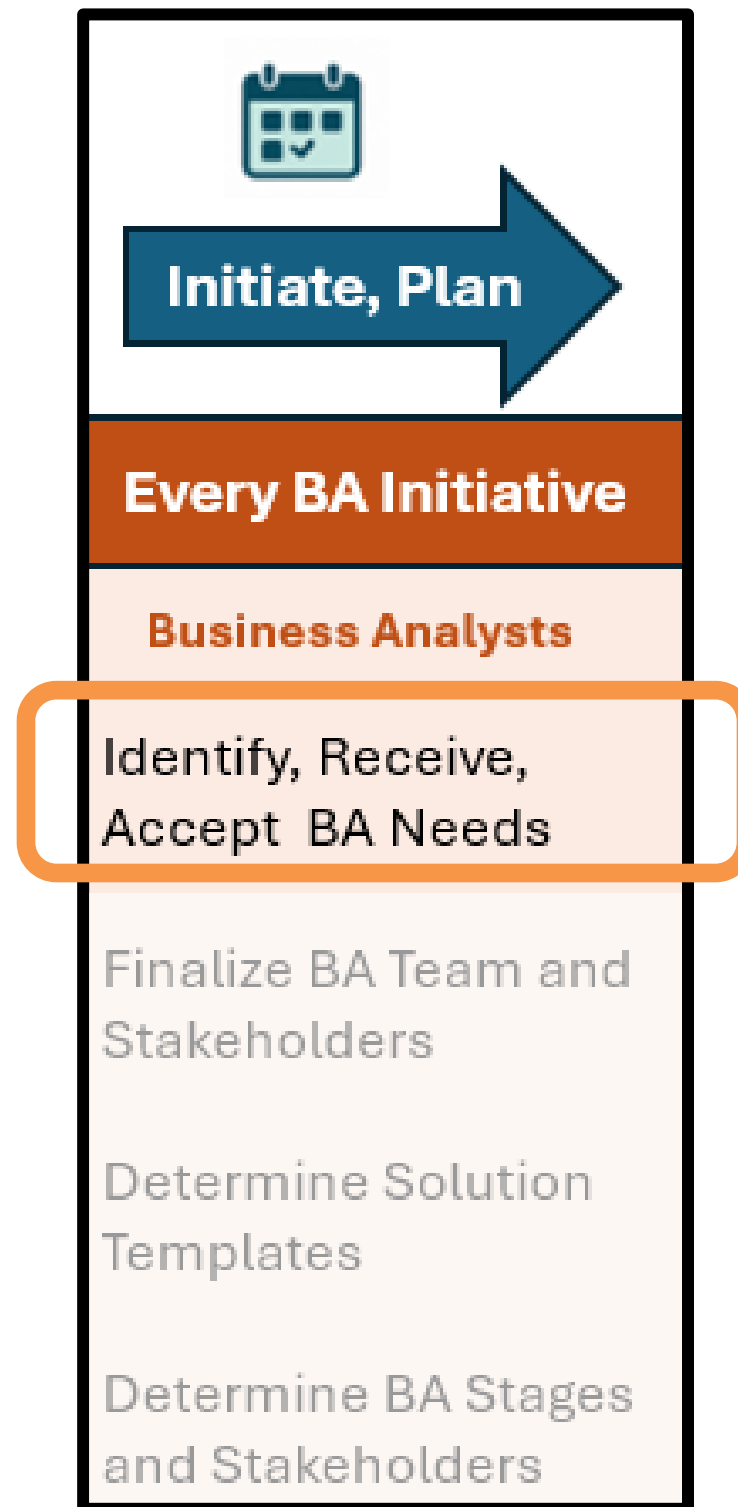
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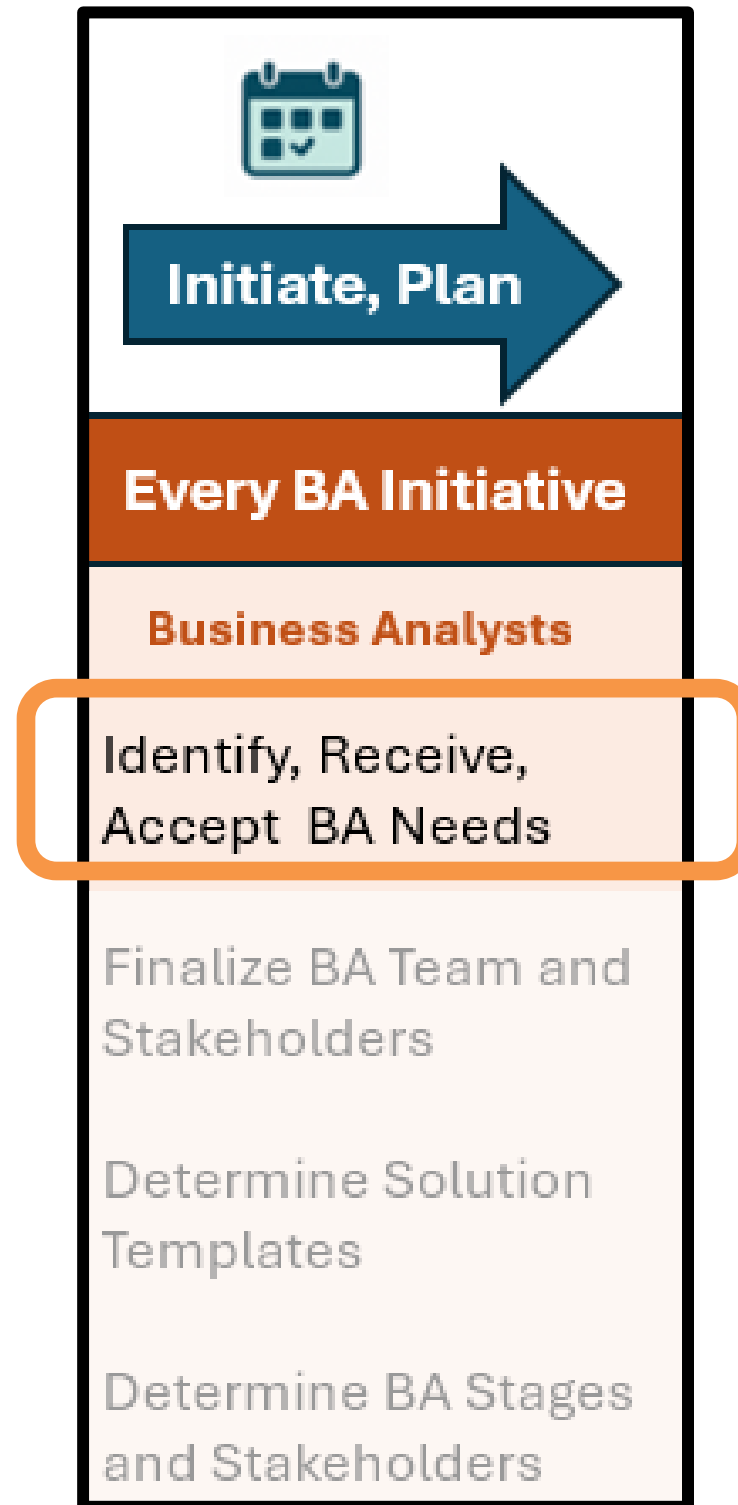
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Receive Business Analysis Needs:

- Business Analysis needs are already identified within the organization or department by Senior Management, Sponsors, or other relevant Stakeholders, such as product owners or project managers.
- The Business Analyst(s) then receives these pre-identified needs from the respective Stakeholders.
- These needs typically revolve around identifying opportunities for improvement, managing risks, and optimizing processes.

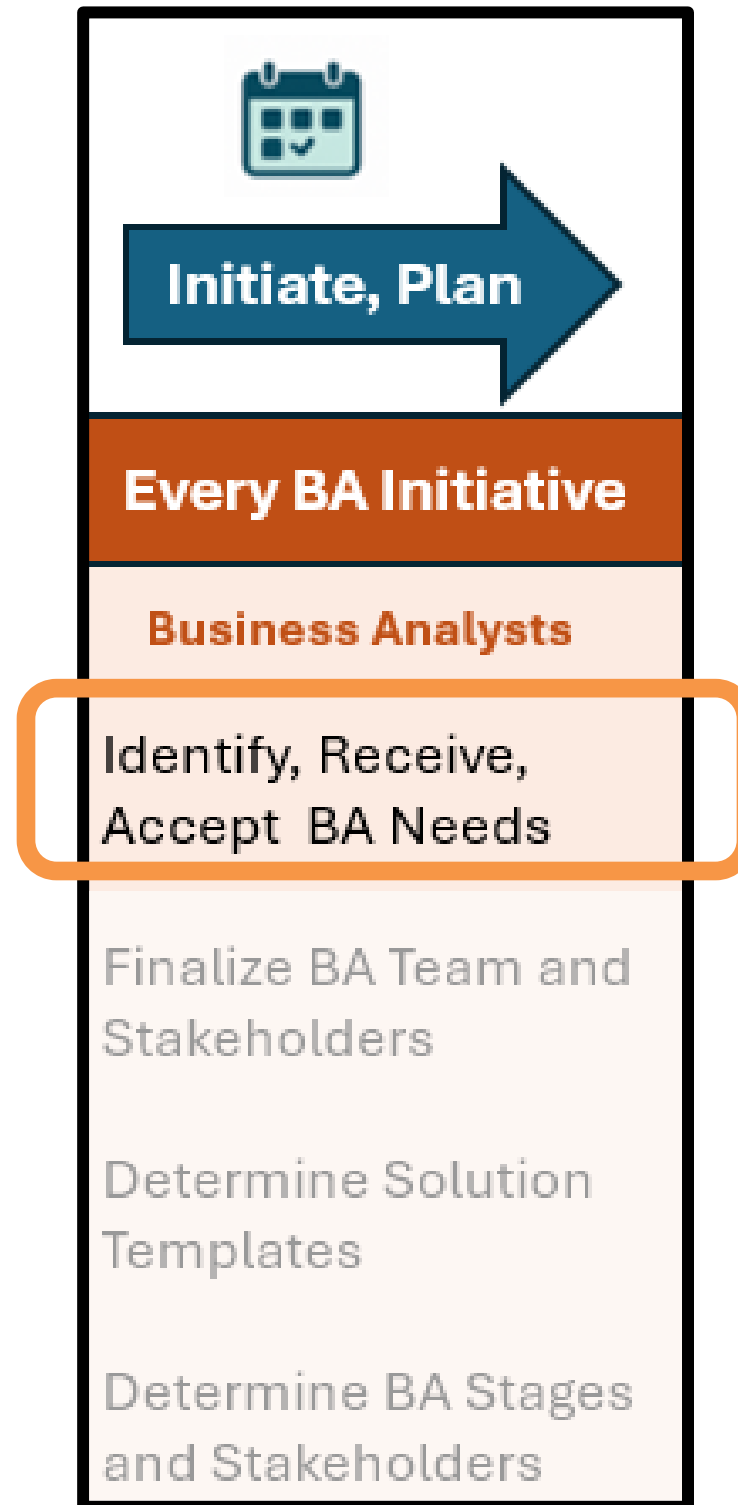
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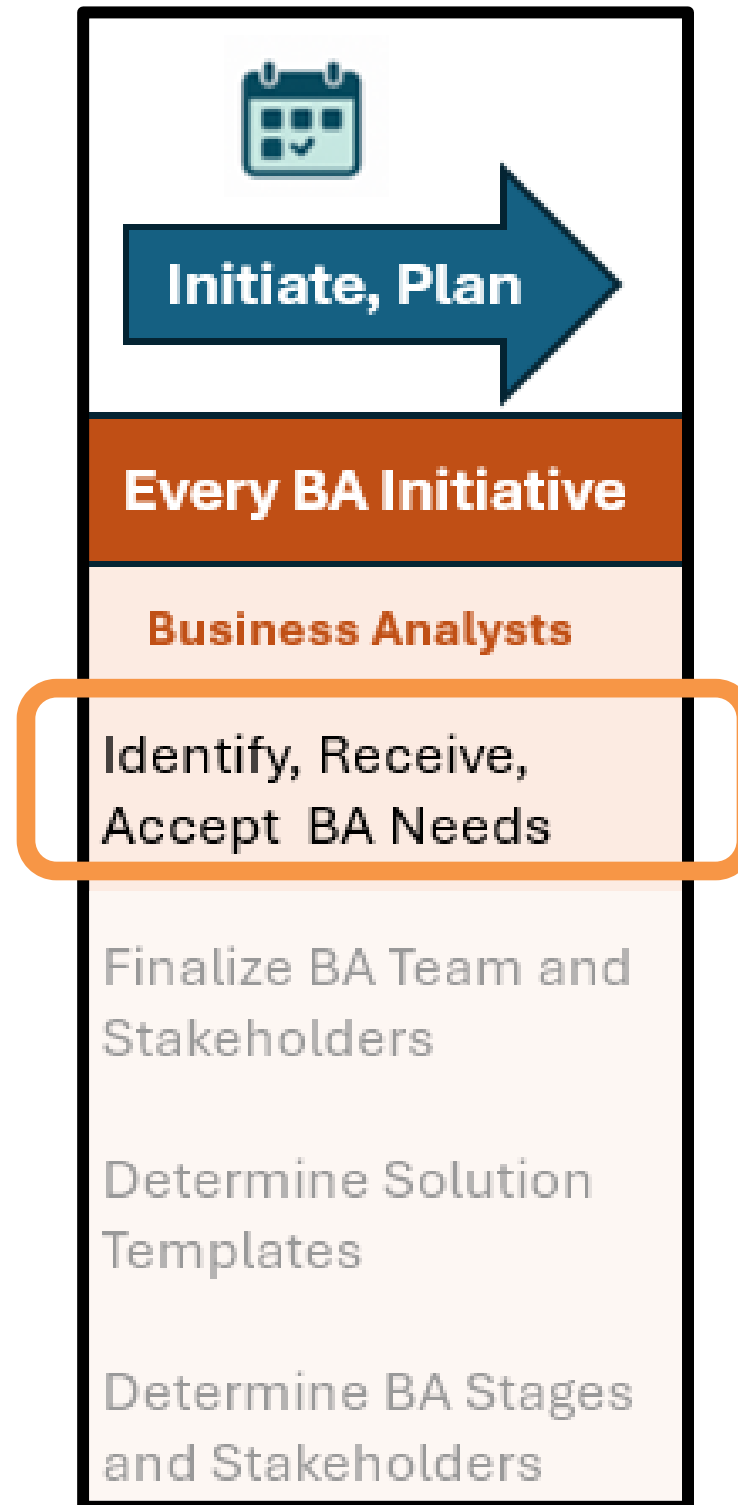
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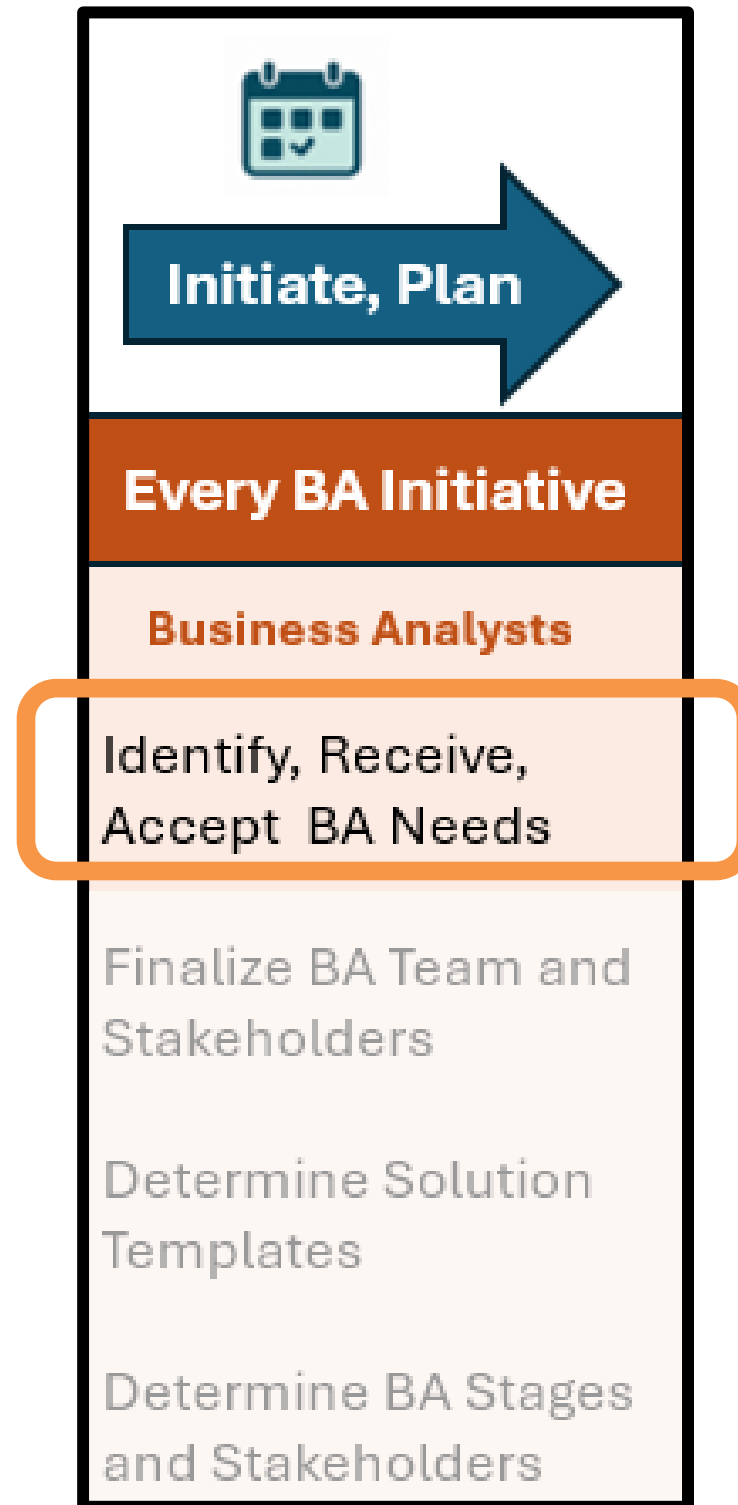
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Accept Business Analysis Needs:

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- Accepted Needs must be validated, Stakeholder-approved, actionable, and strategically aligned to ensure optimal resource utilization.

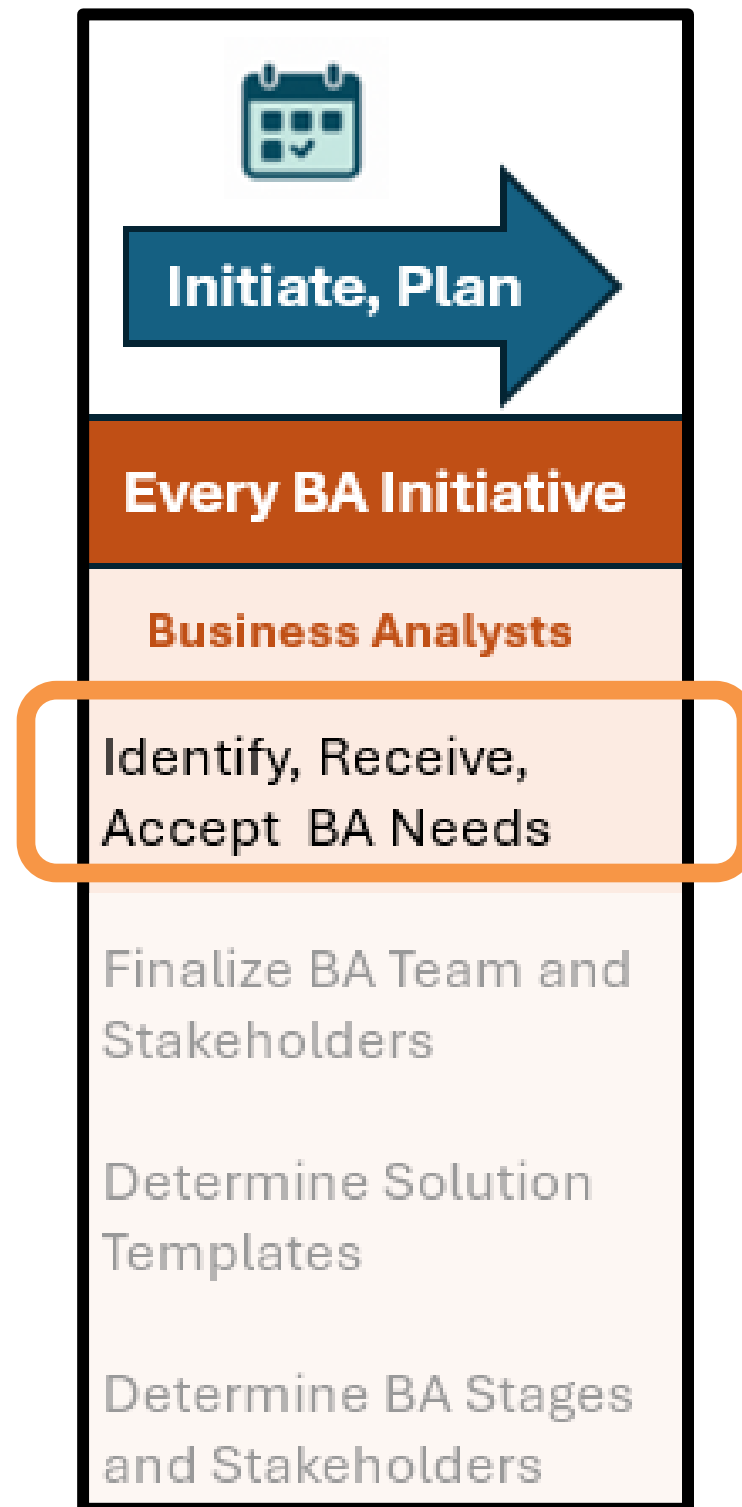
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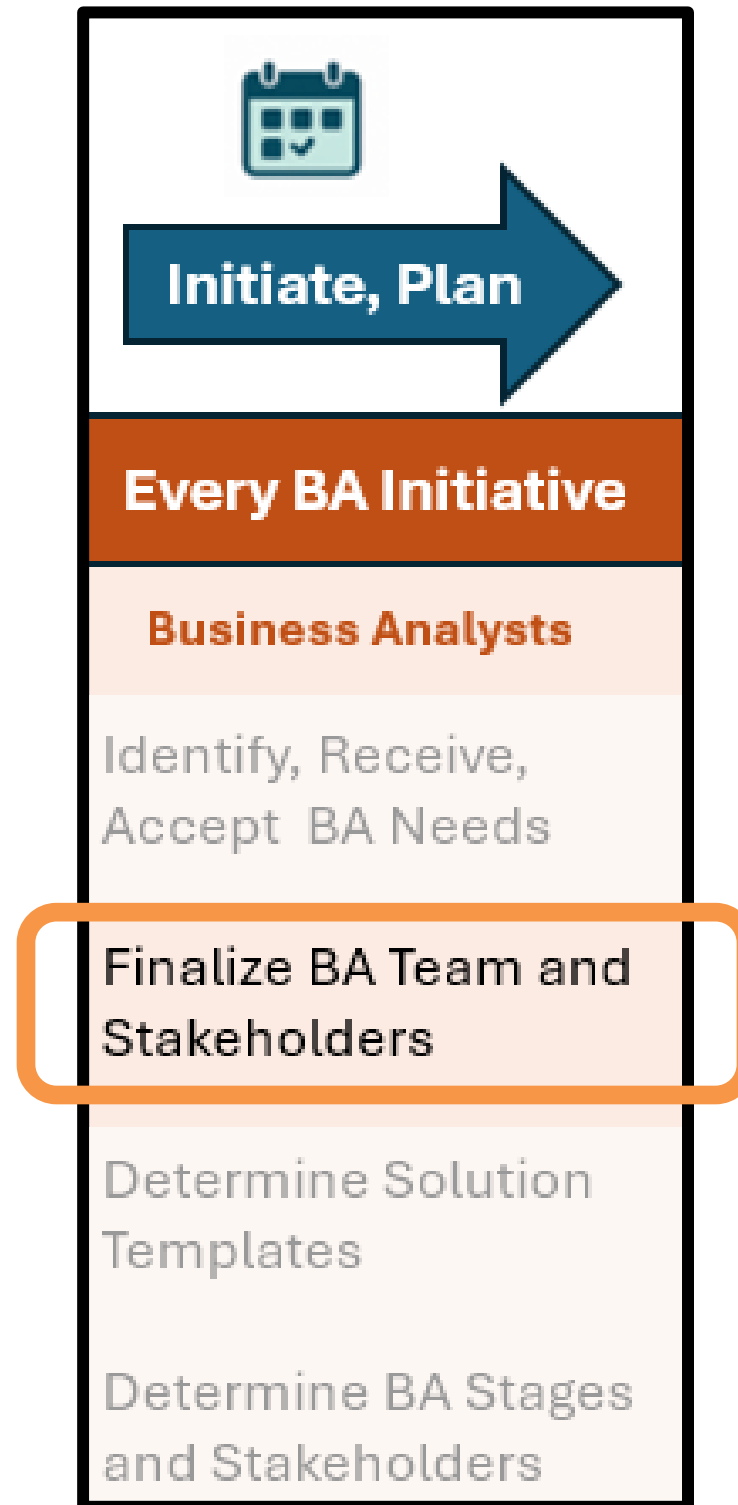
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Finalize Business Analysis(BA) Team and Stakeholders:

- After clearly defined needs are accepted during the Accept Business Analysis Needs process, this process identifies the Business Analysis Team and Stakeholders for the Business Analysis initiative.
- This is typically a subset of the Business Analysts and Stakeholders—identified during the Identify Business Analyst(s) and Stakeholders process in the Setup phase.
- Multiple Business Analysis Teams may work on different sets of Accepted Business Needs. At times, a single Business Analyst may also be assigned to multiple Business Analysis assignments.

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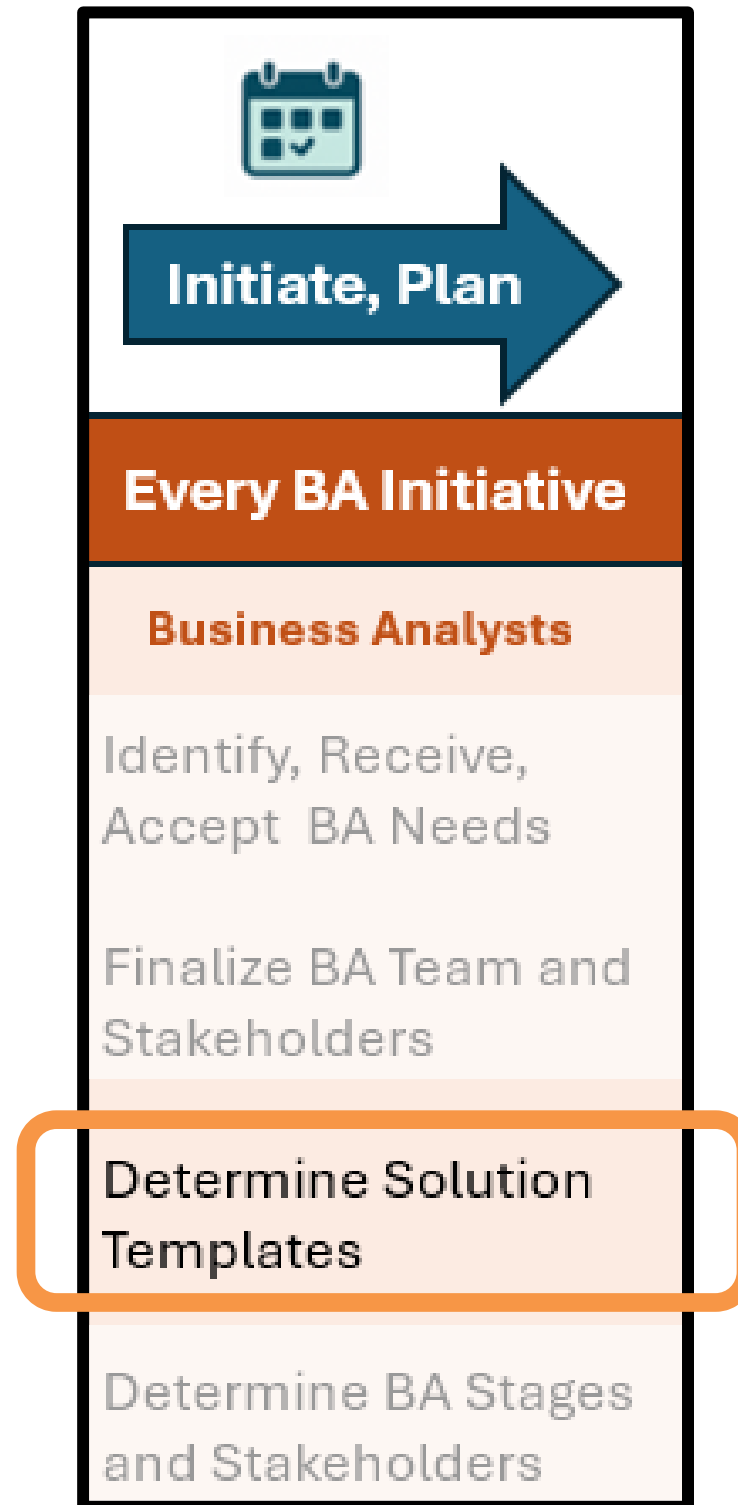
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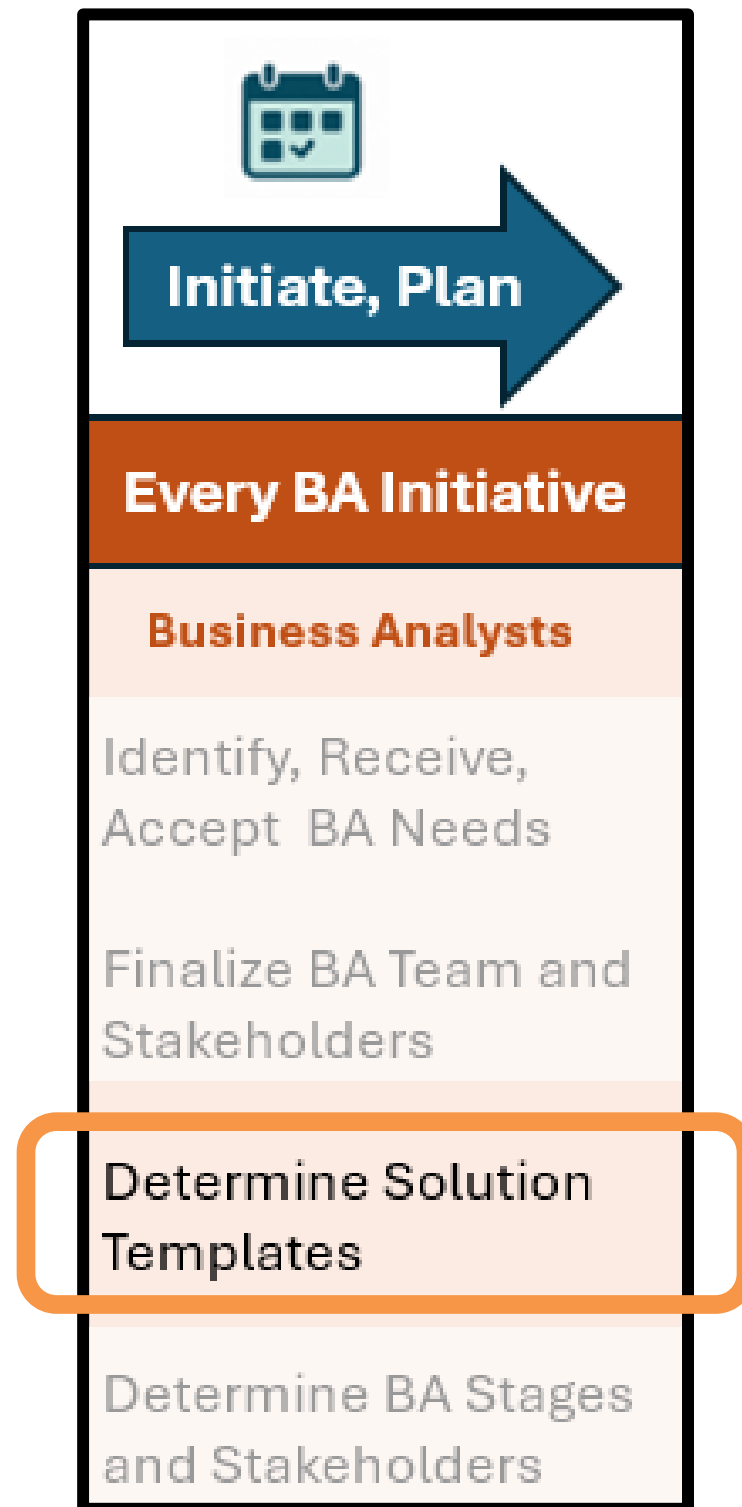
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Determine Solution Templates:

- Conducted by the Business Analysis Team for the specific Business Analysis initiative, aims to finalize the preferred Solution Template or format for presenting Business Analysis results.
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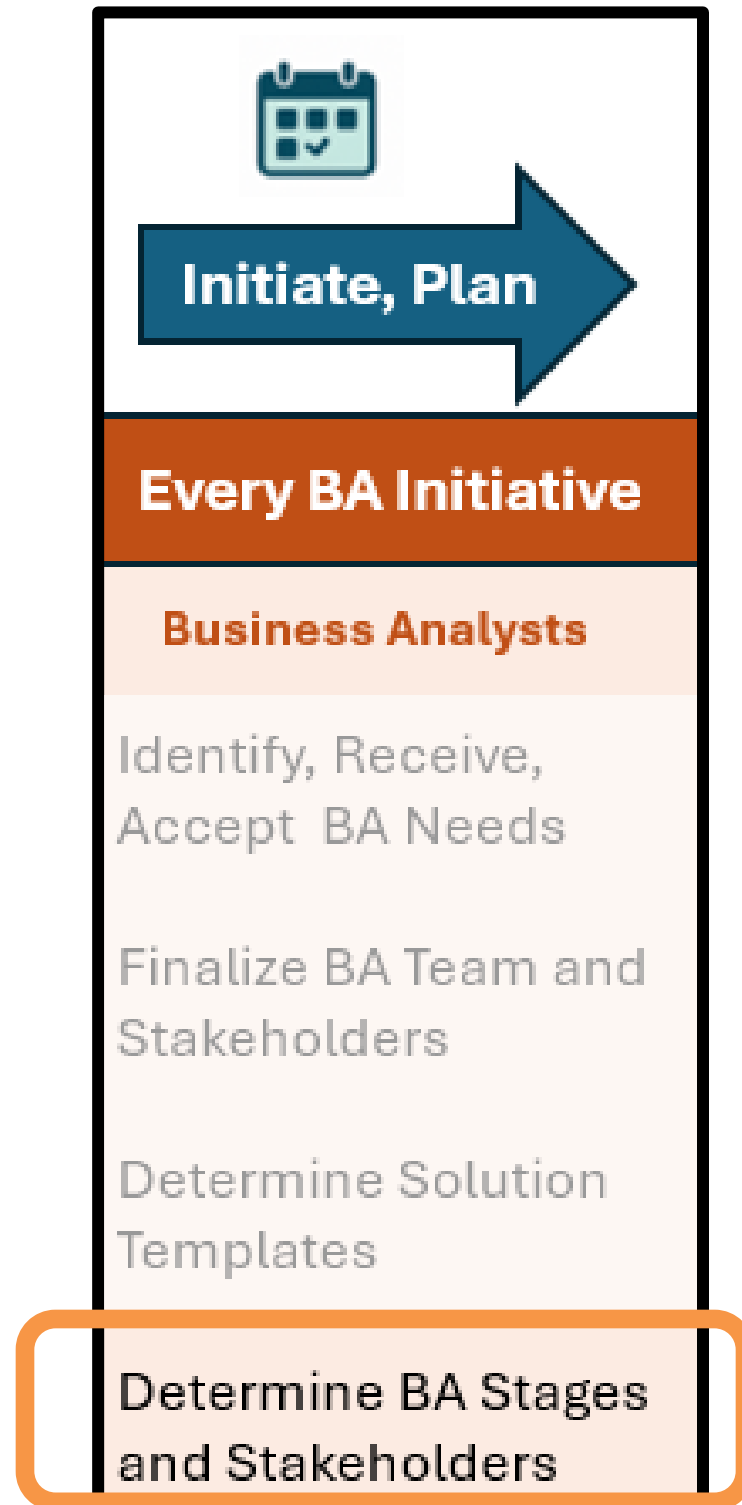
2.b Overview of BA Framework



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- Conducted by the Business Analysis Team for the specific Business Analysis initiative, aims to finalize the preferred Solution Template or format for presenting Business Analysis results.
- Helps ensure effective communication and alignment between the Business Analysis Team and the Stakeholders who will ultimately approve or use the outputs from the Business Analysis initiative.
- Determining Solution Templates ensures that outputs are delivered in the most useful format for decision-making and implementation.

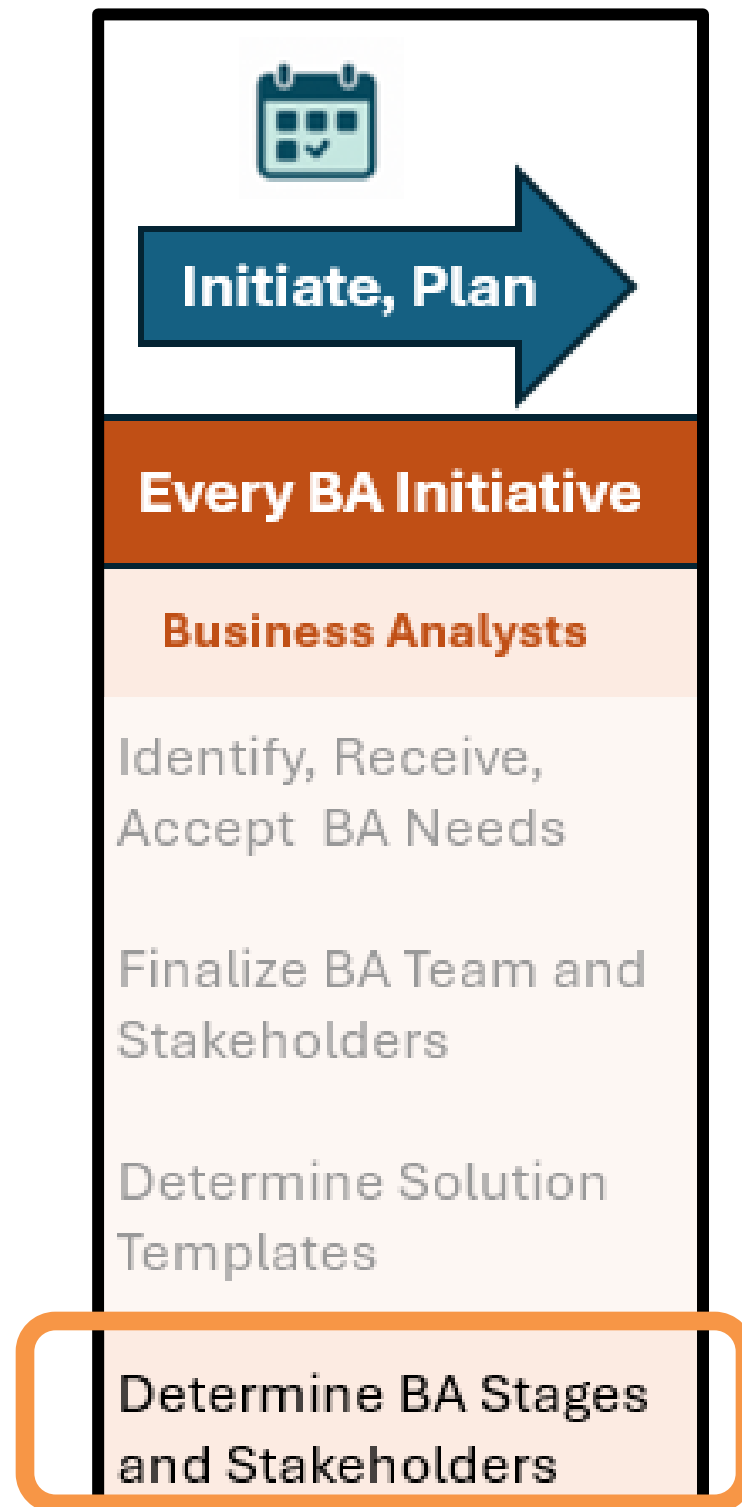
2.b Overview of BA Framework



Determine Business Analysis (BA) stages and Stakeholders:

- Determine the Business Analysis stages (also referred to as phases or steps) required to break down the Accepted Business Needs into Requirements, develop Designs, or assist in creating Solutions
- Identify all required or desired interactions with various Stakeholders during the different stages of the Business Analysis process.

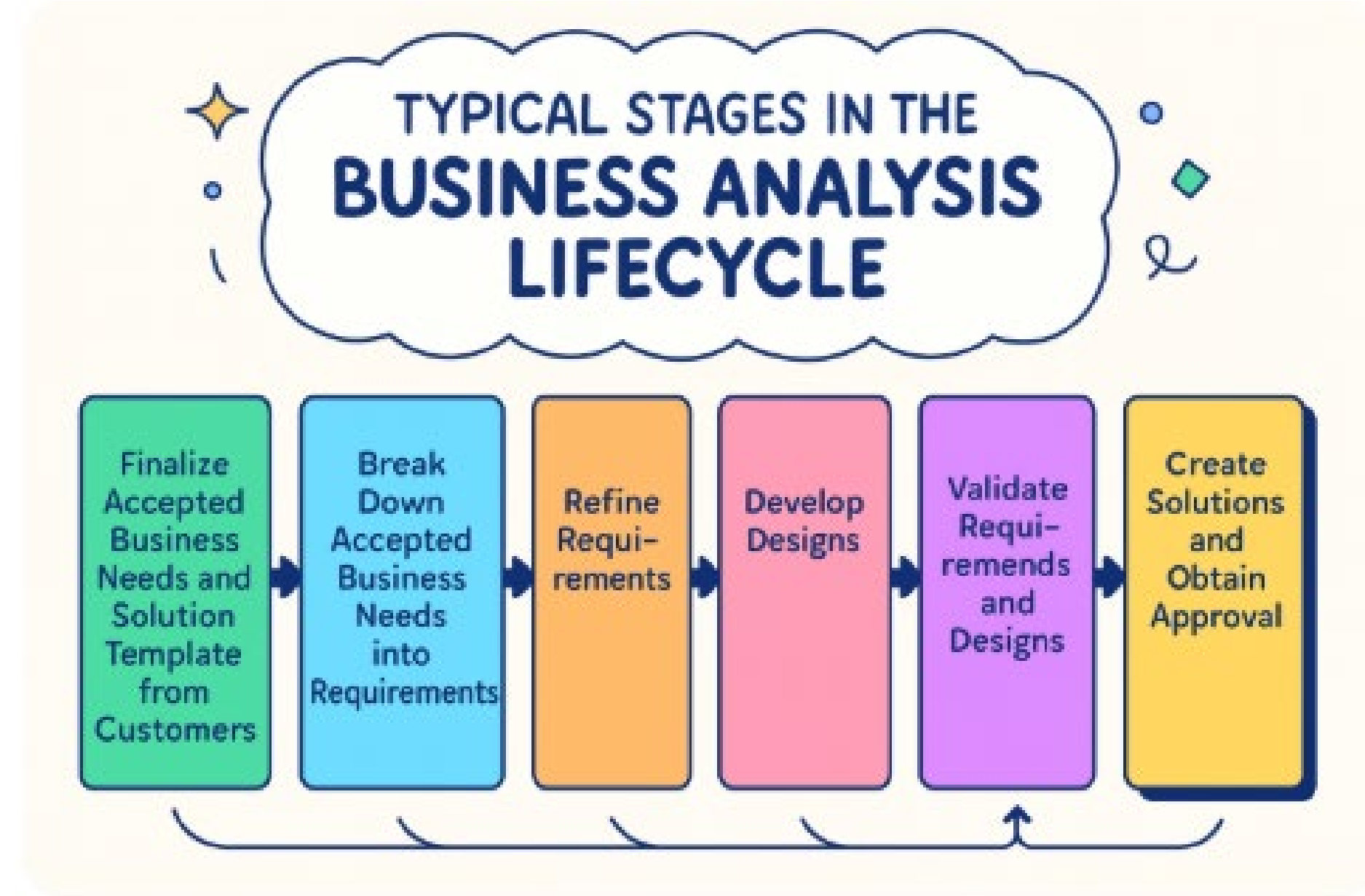
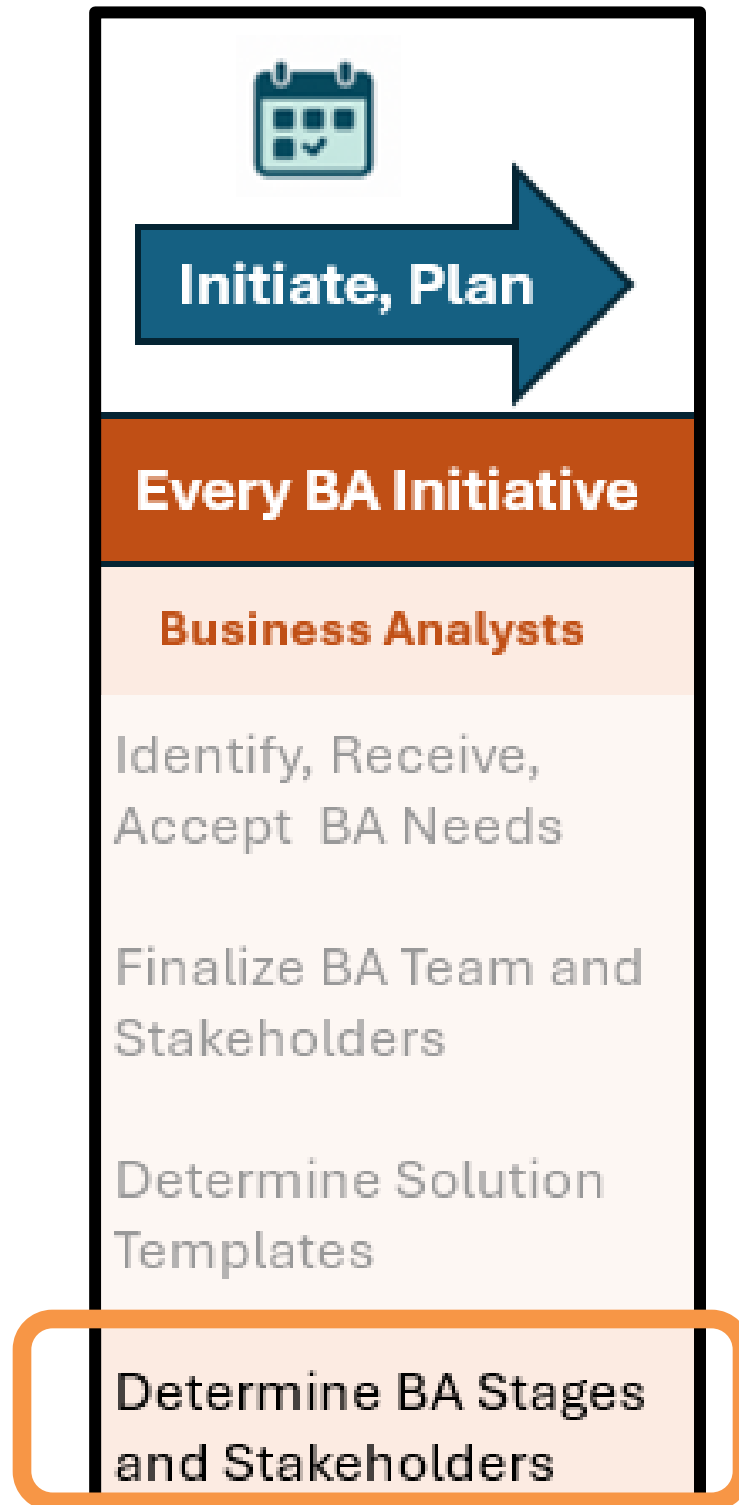
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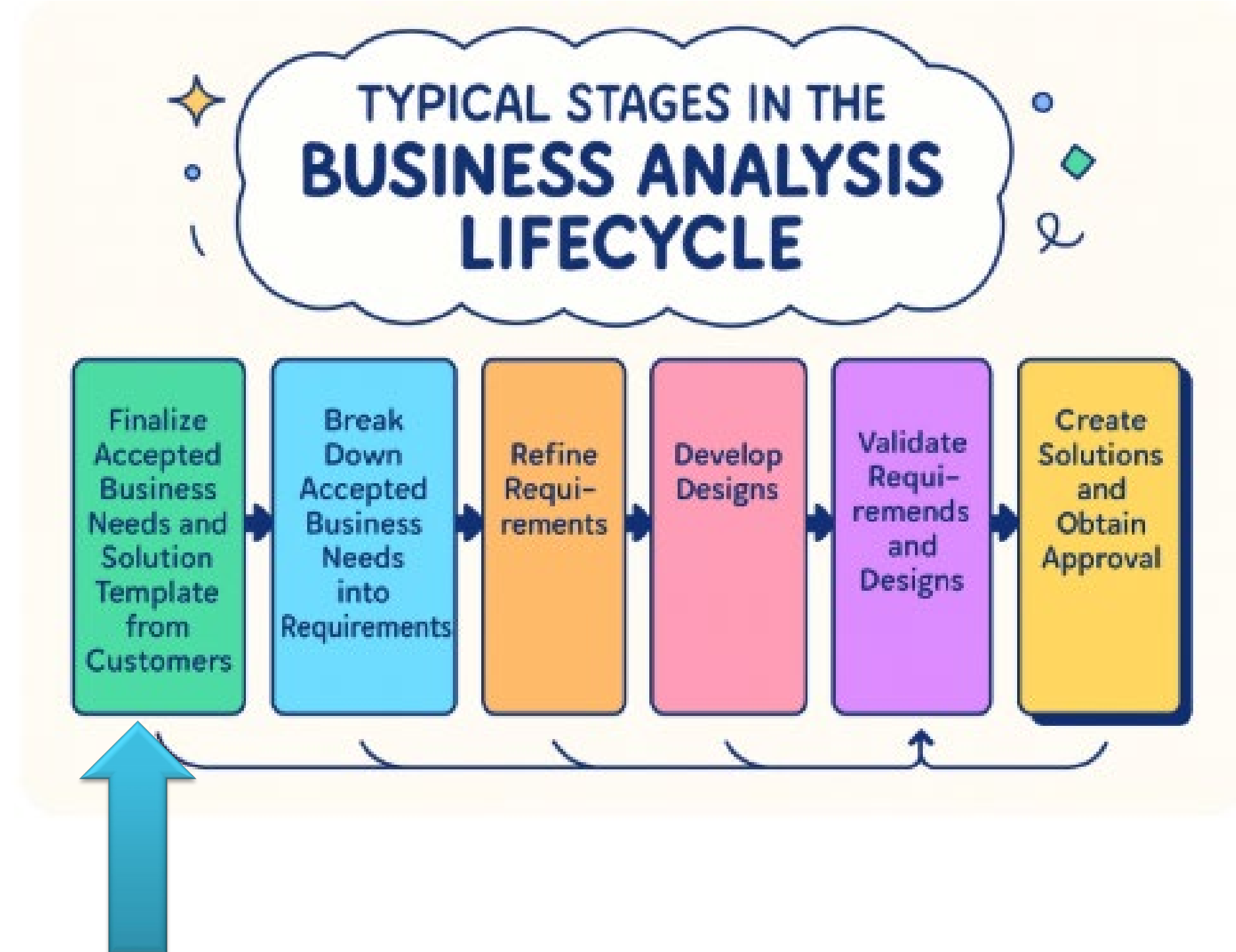
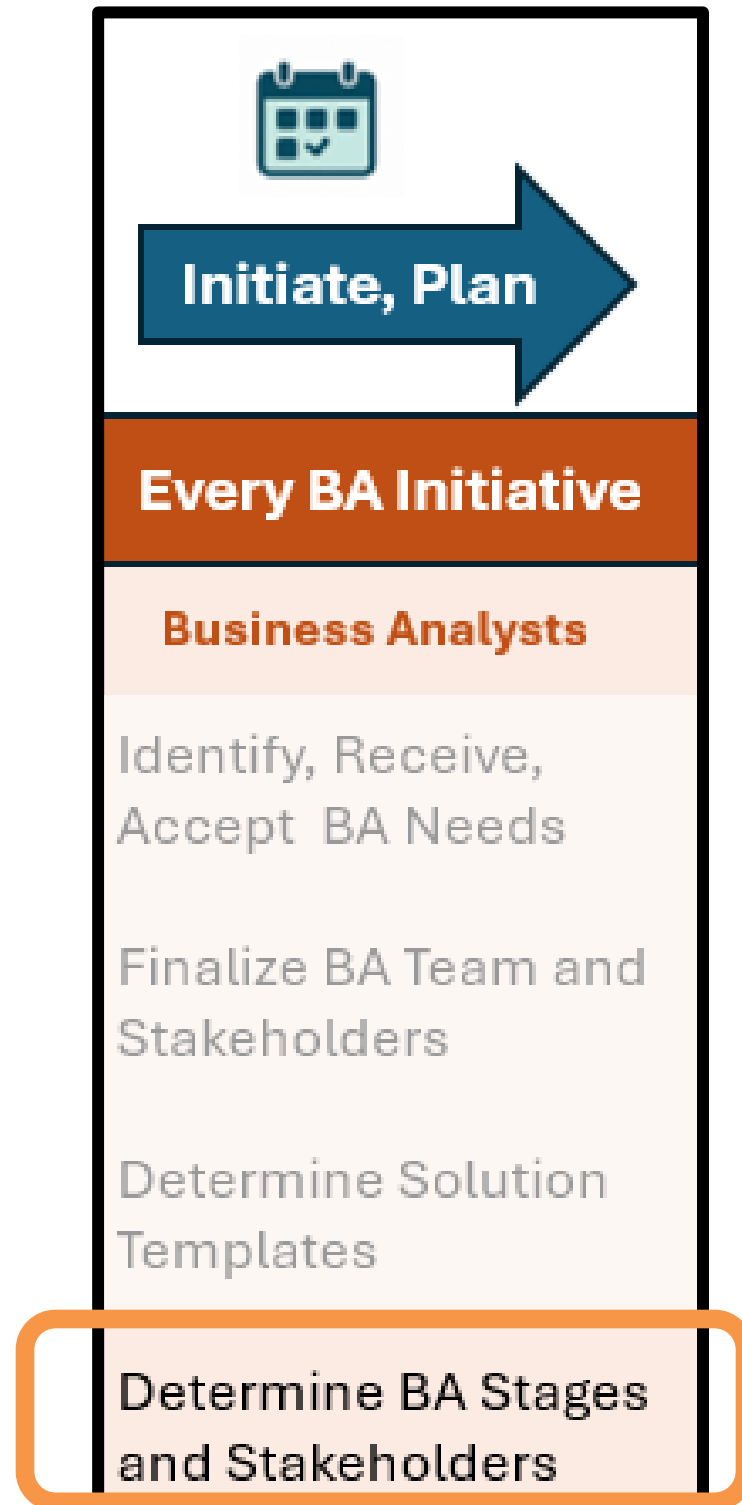
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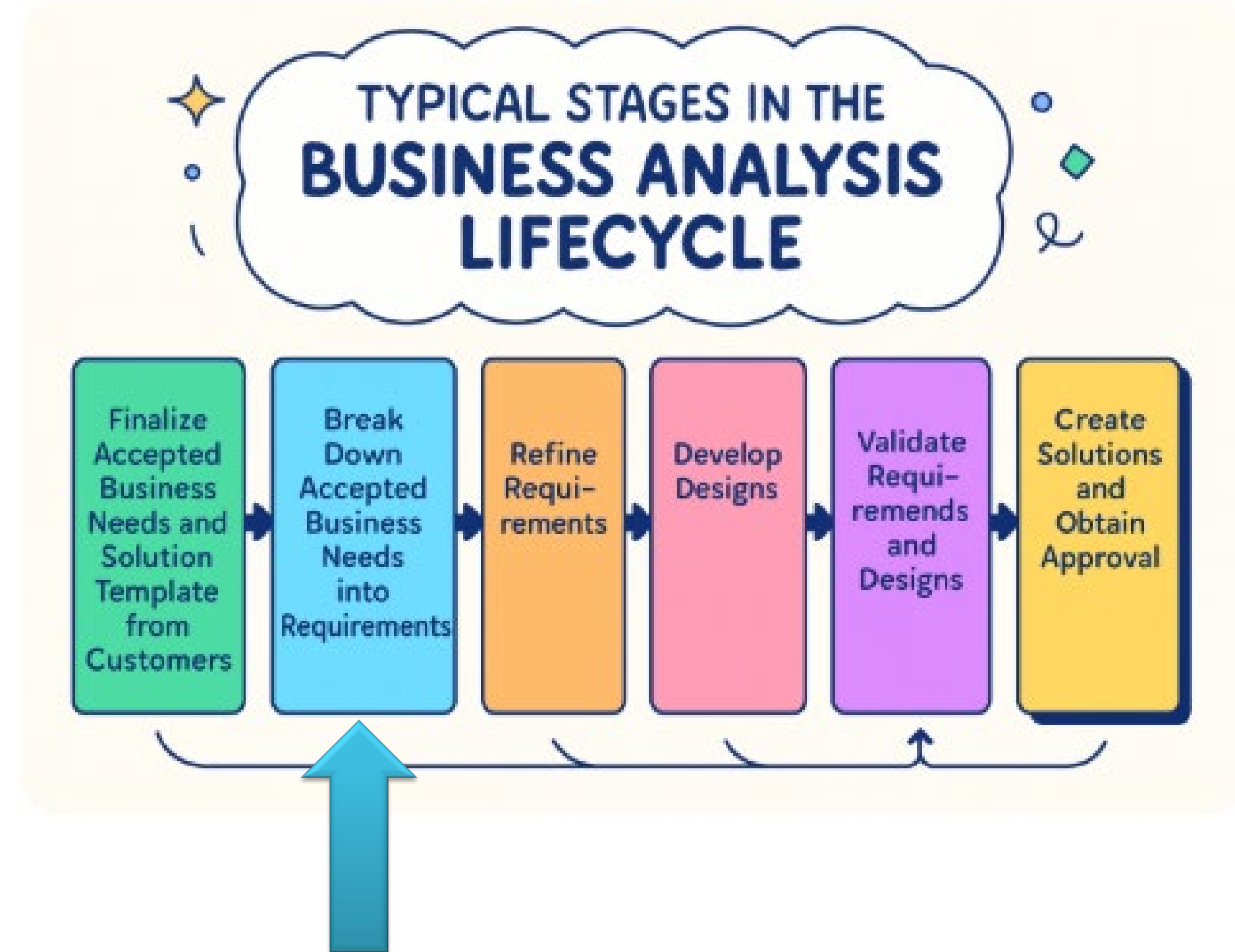
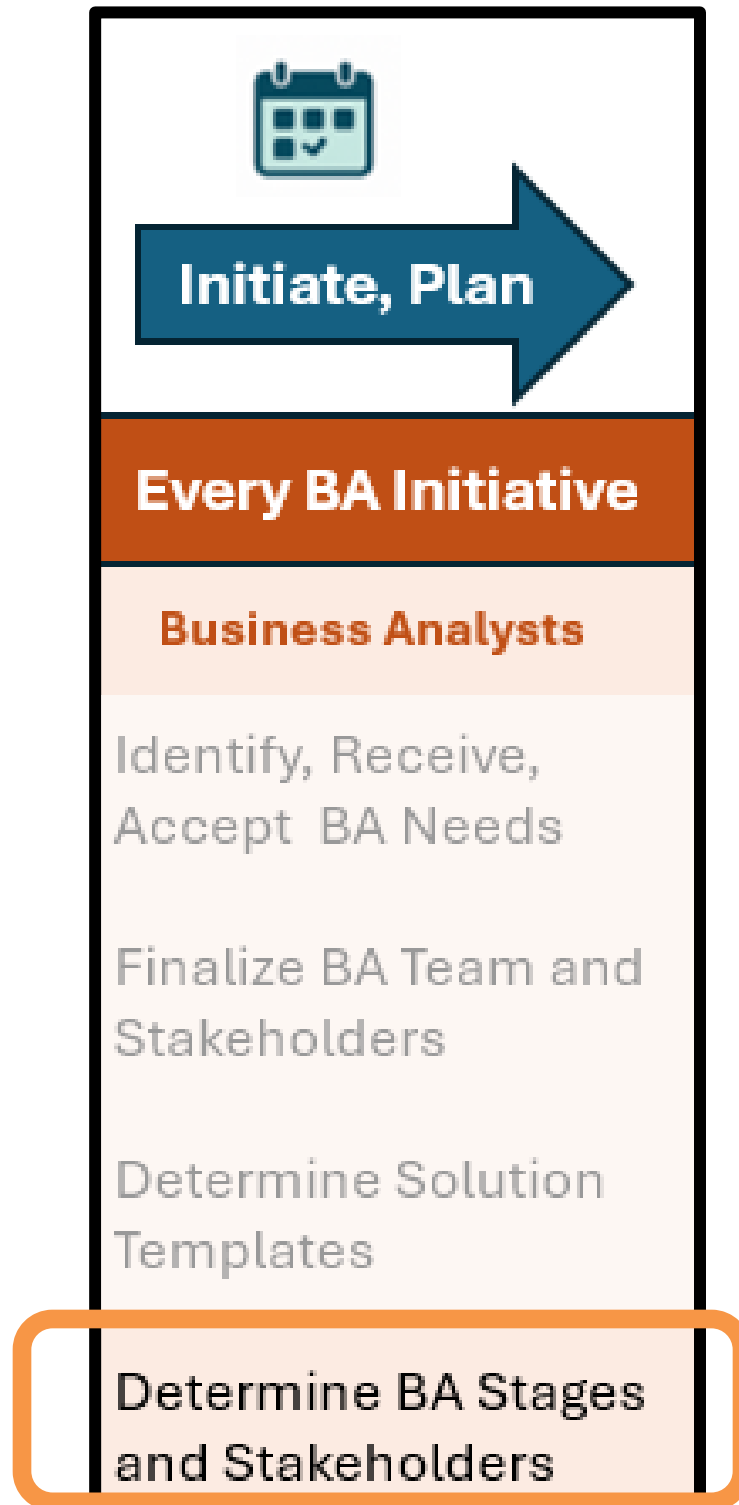
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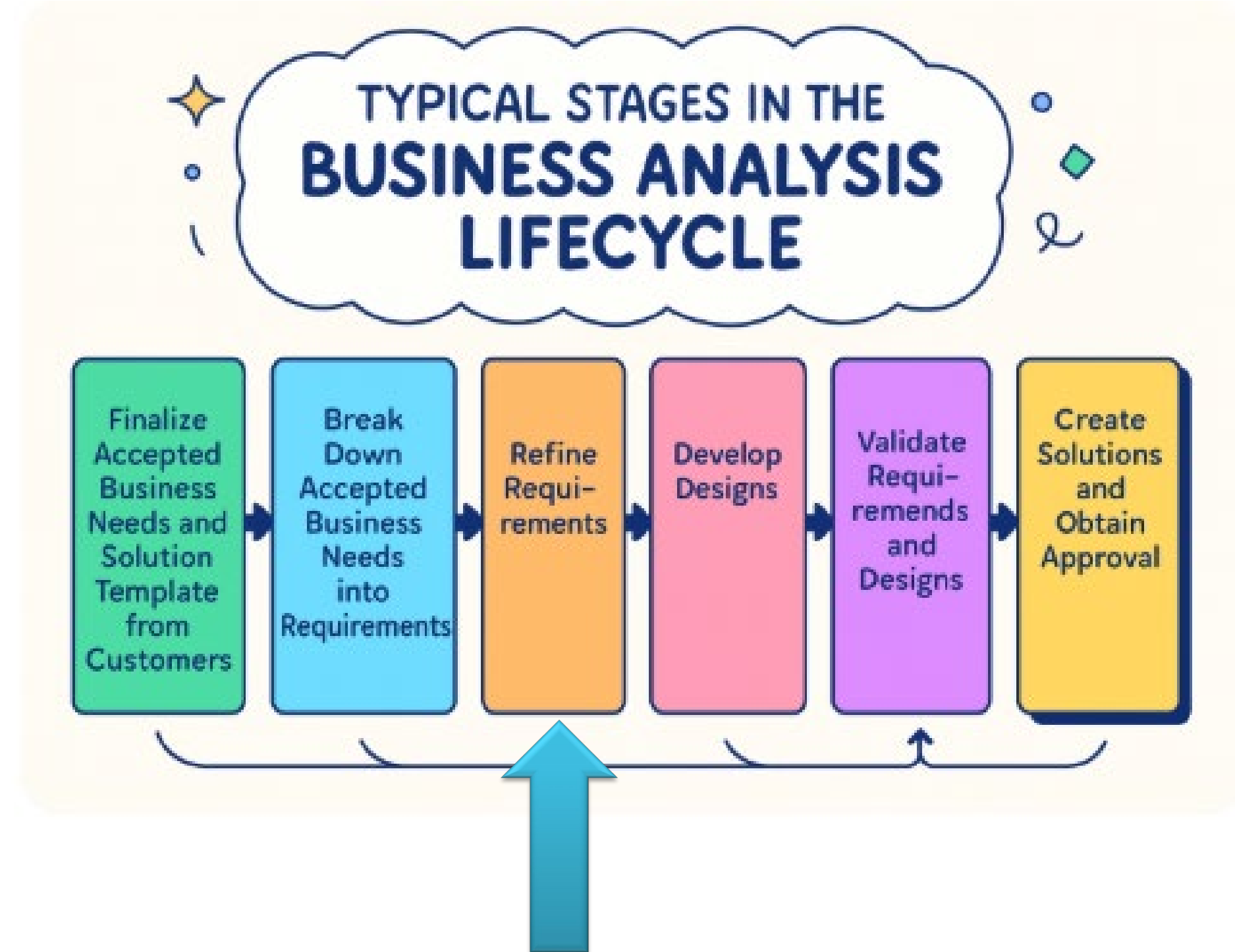
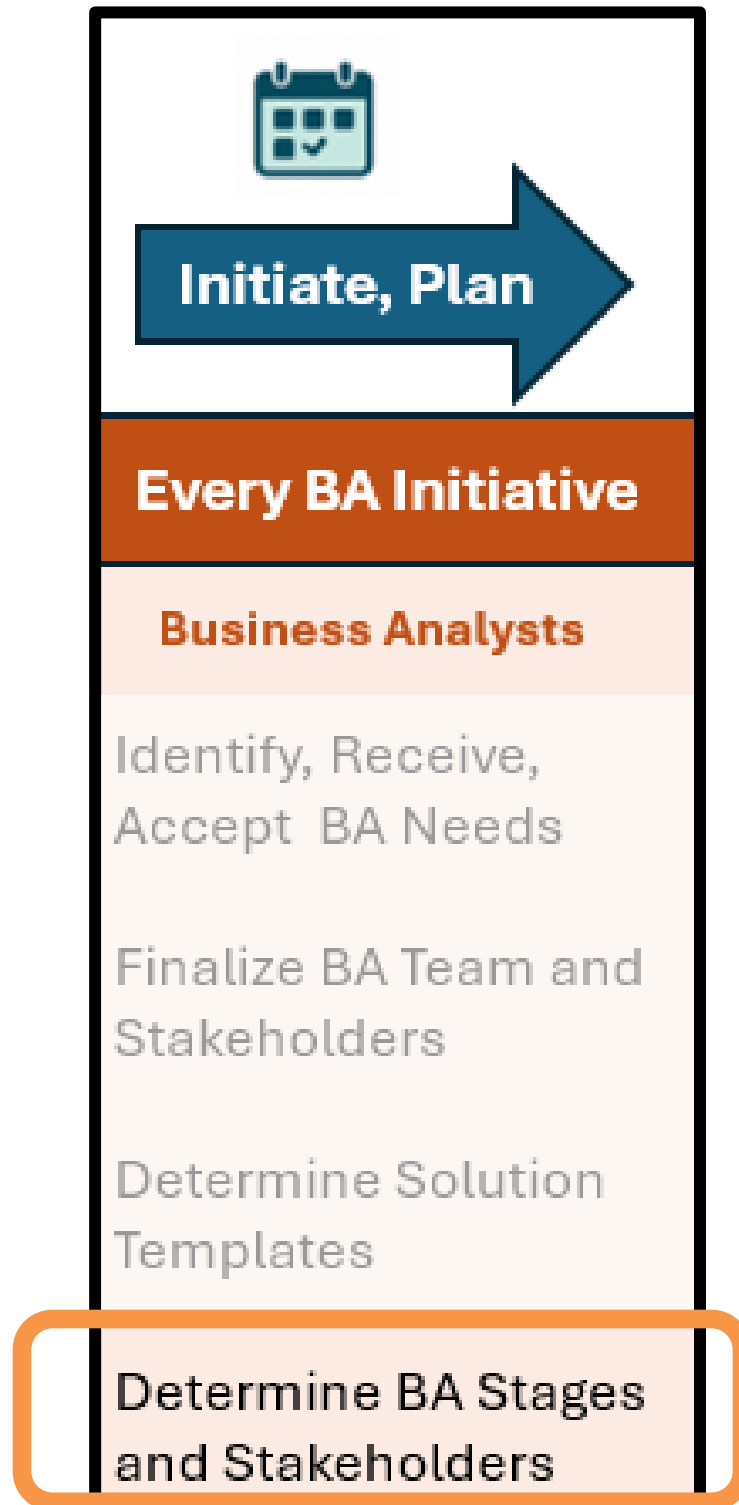
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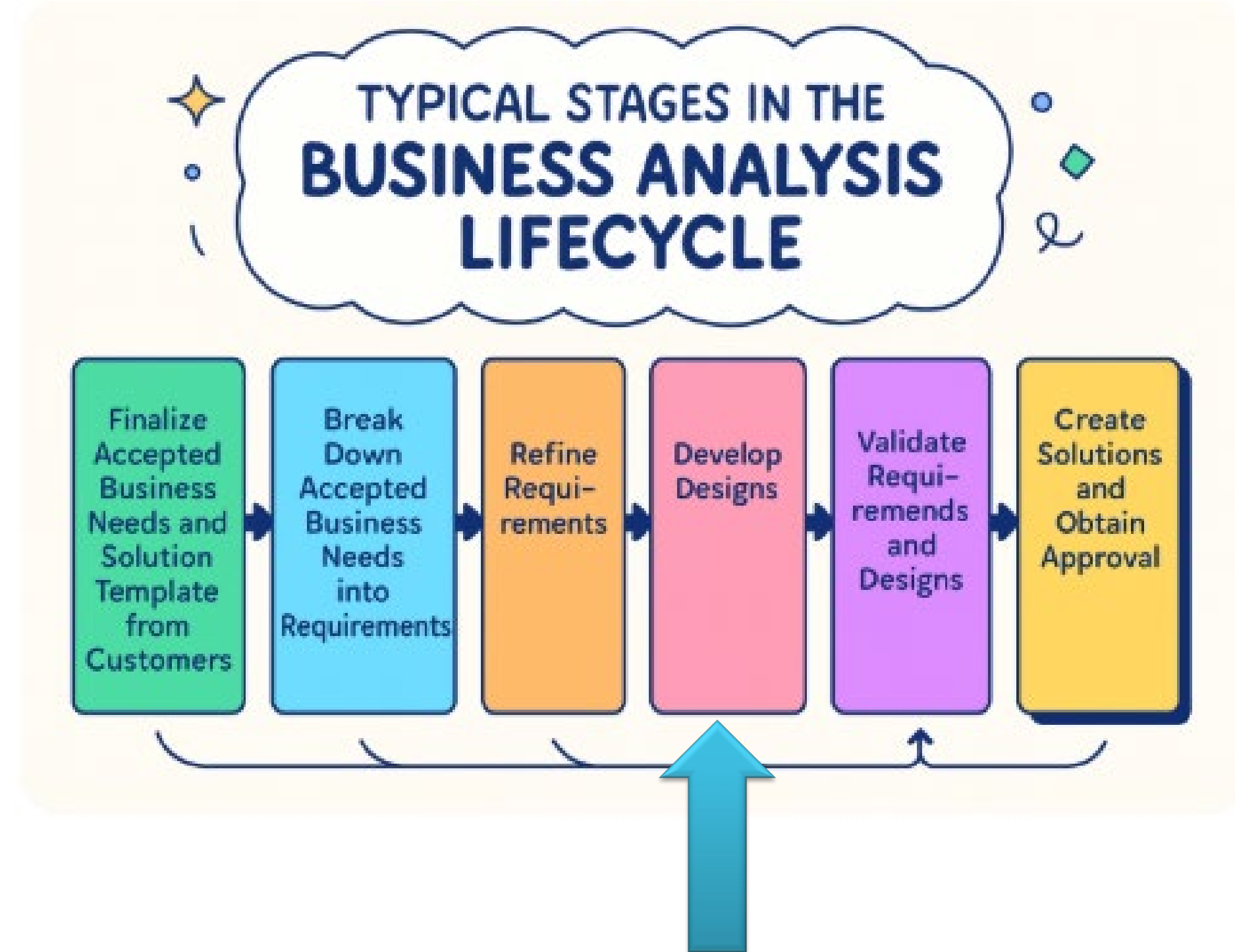
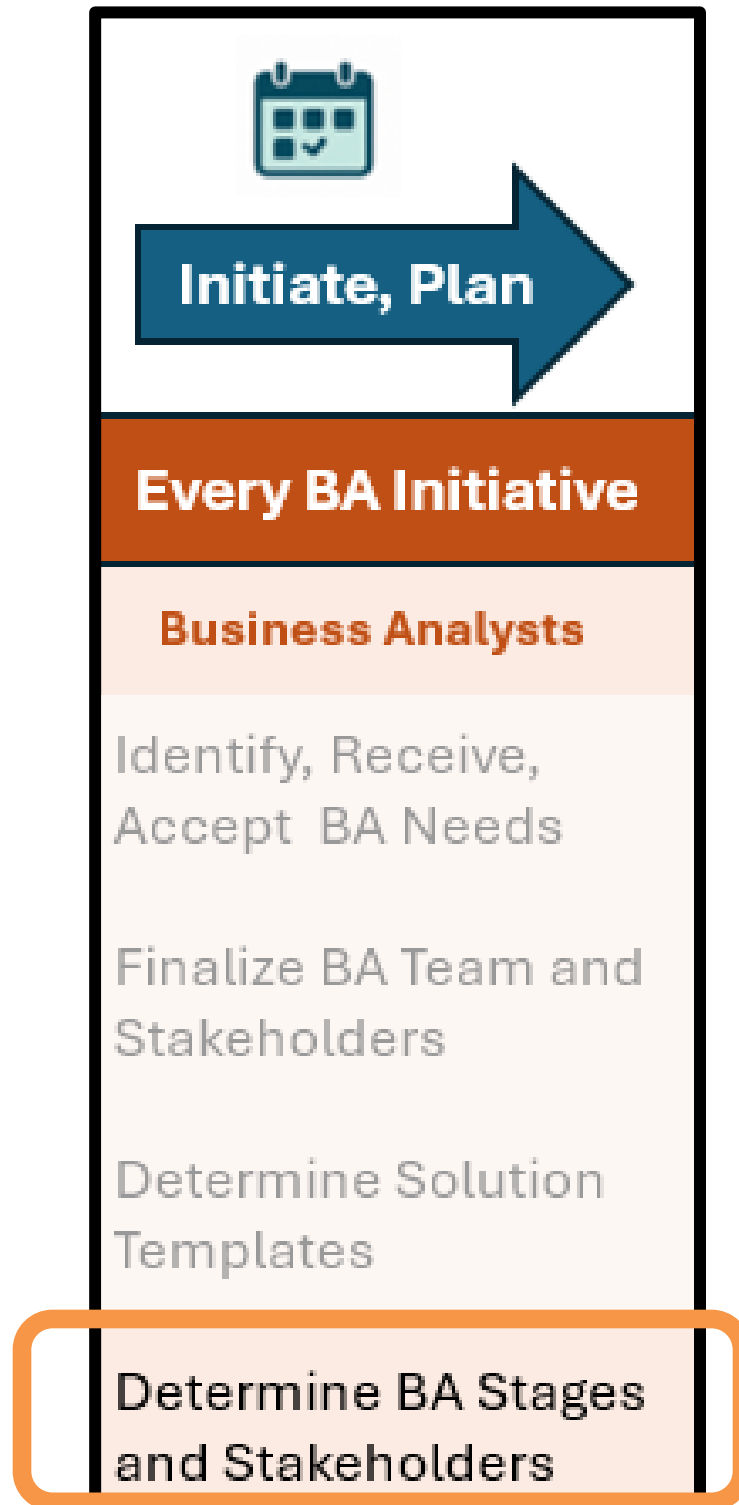
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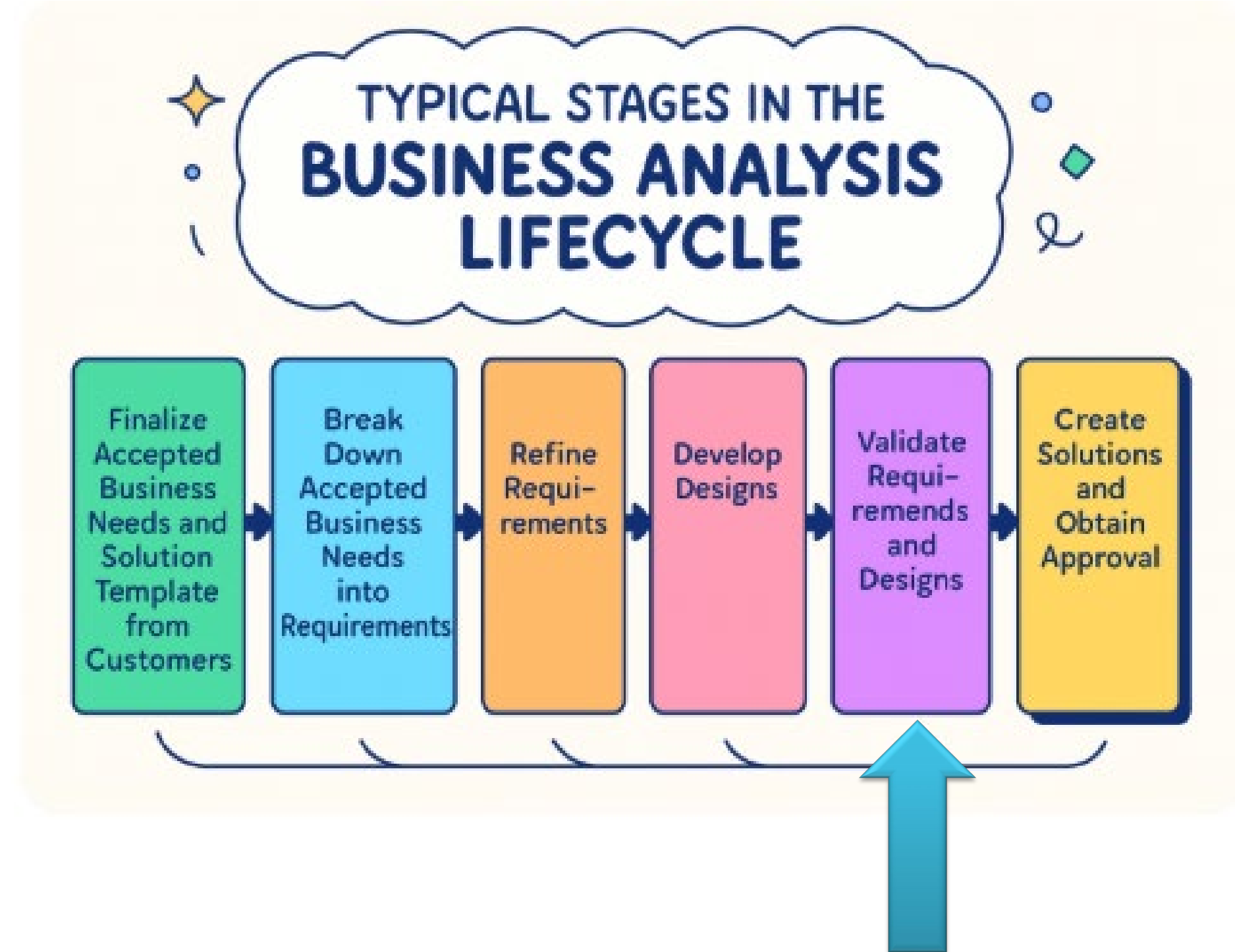
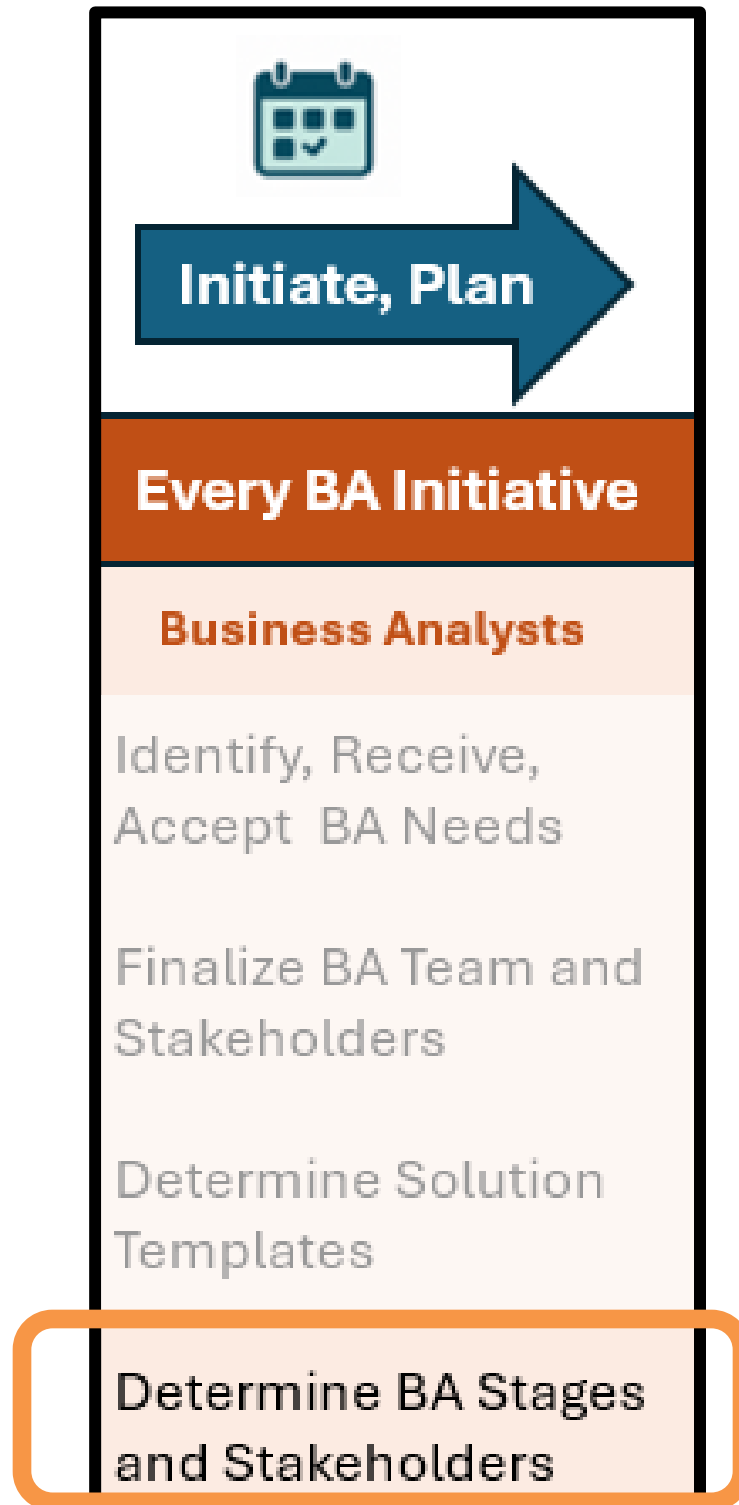
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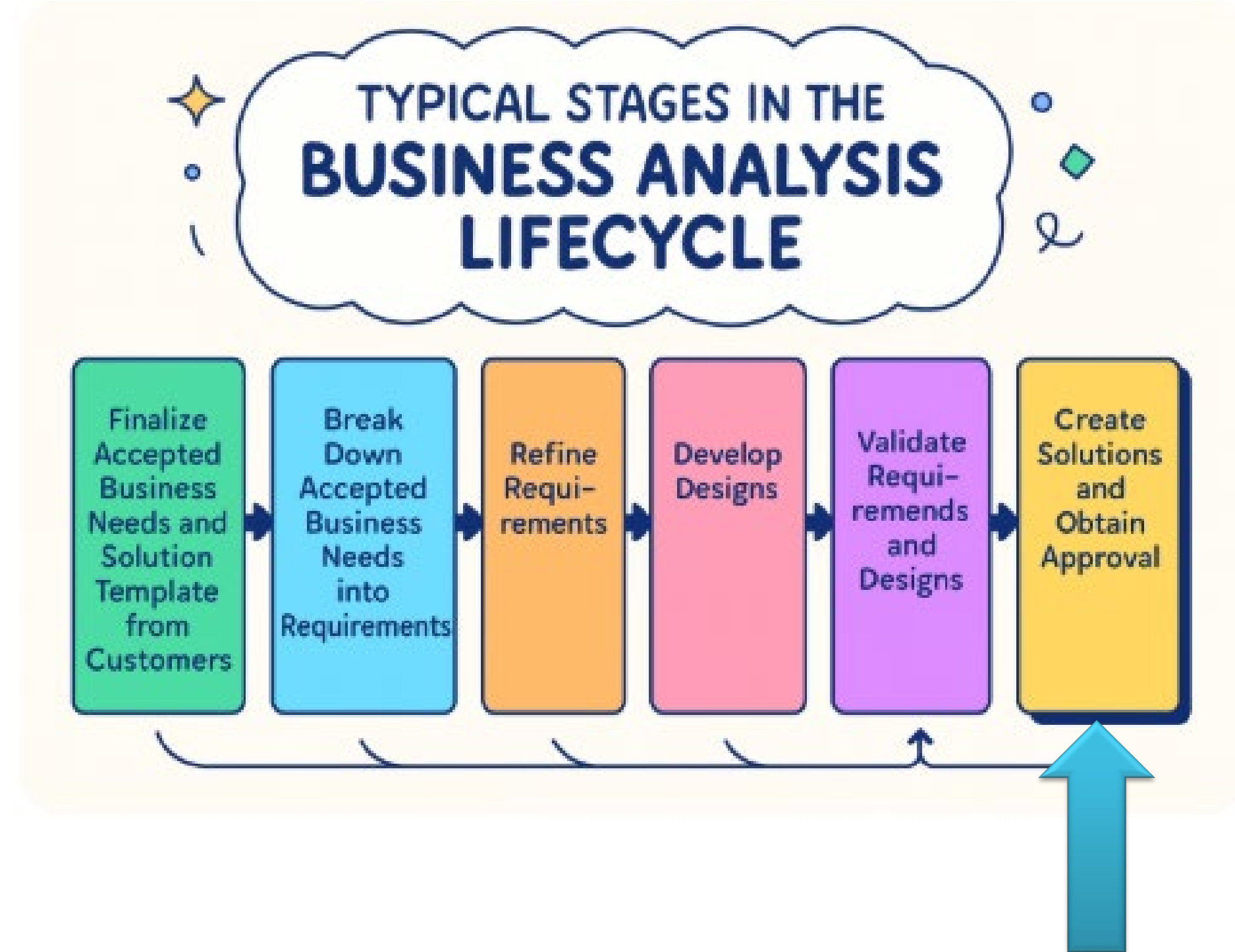
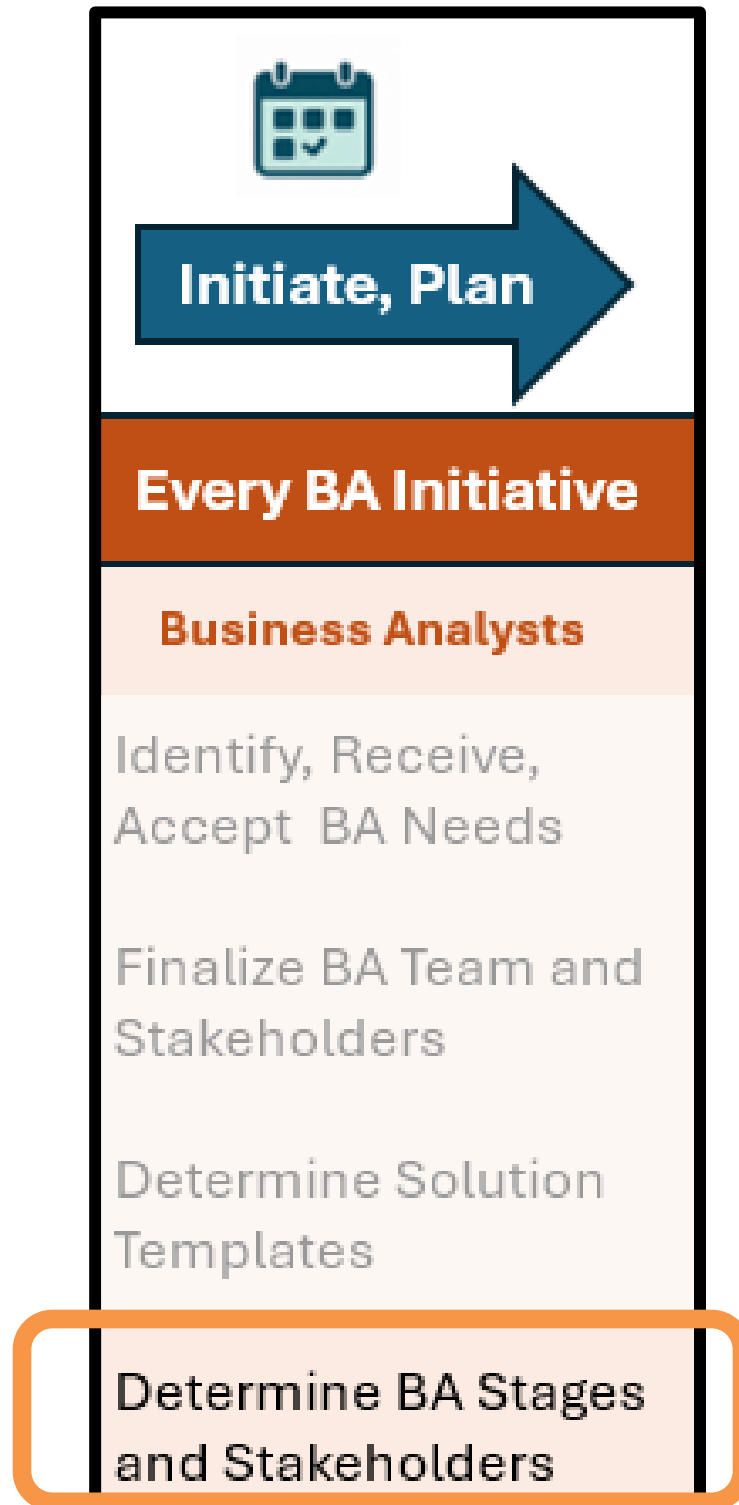
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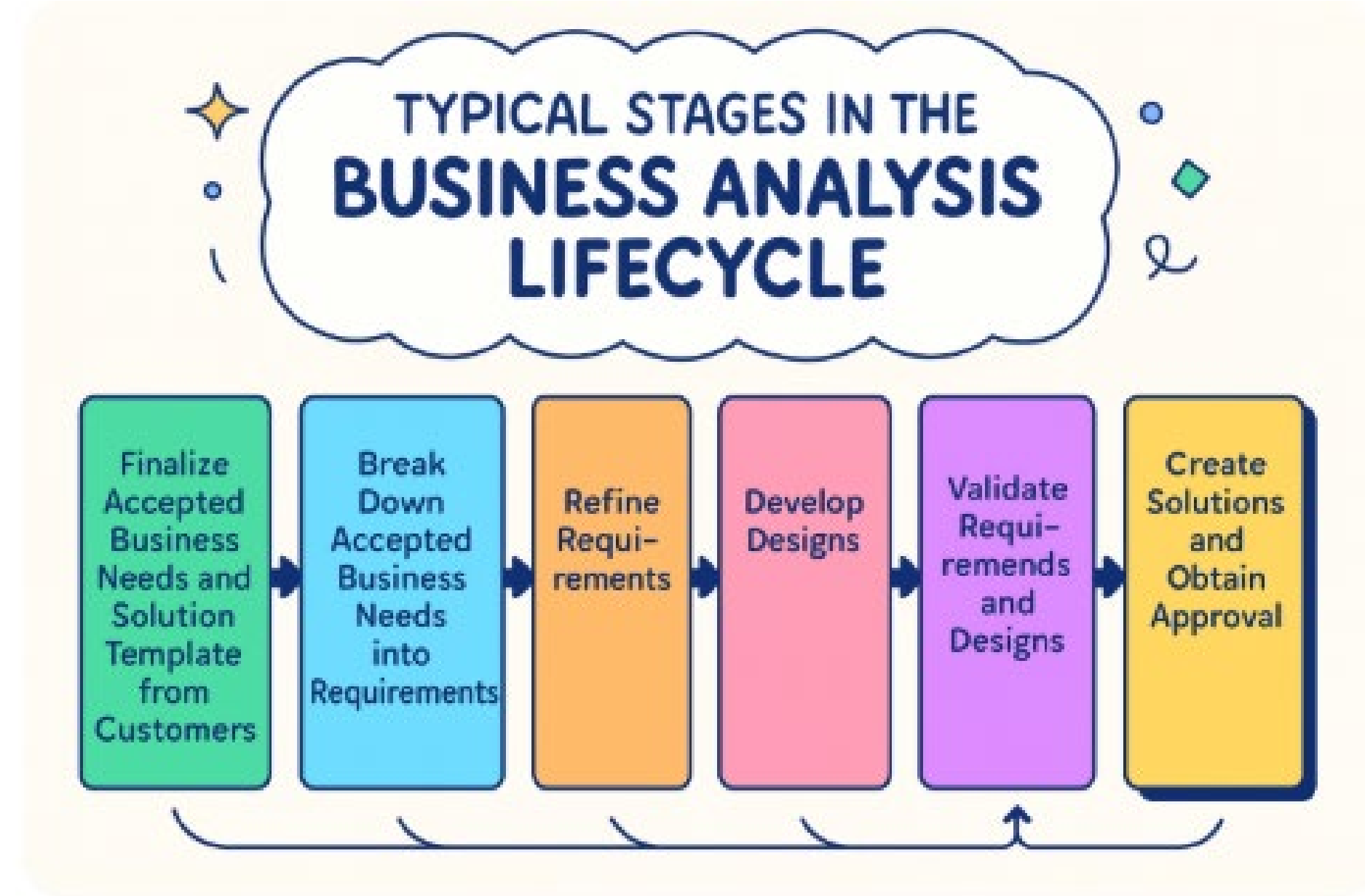
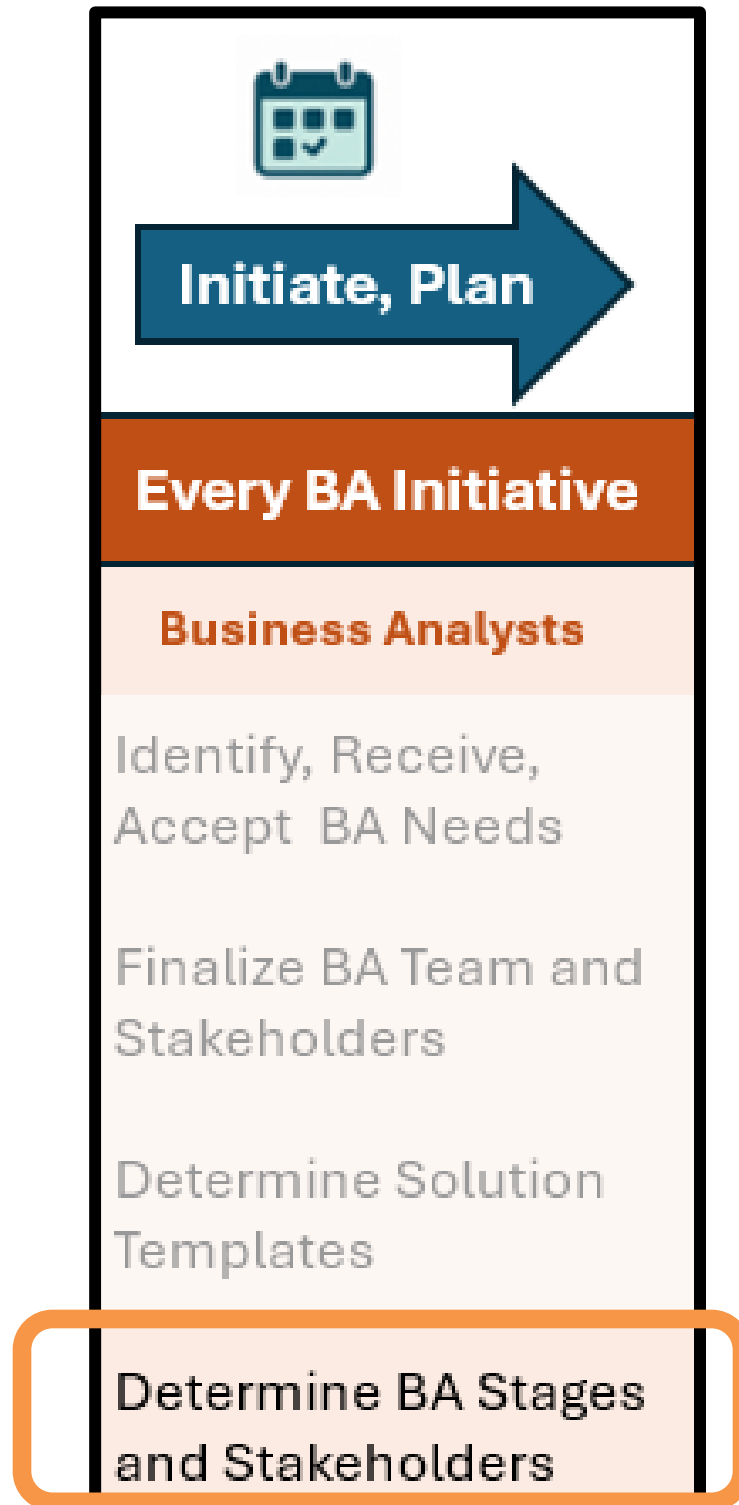
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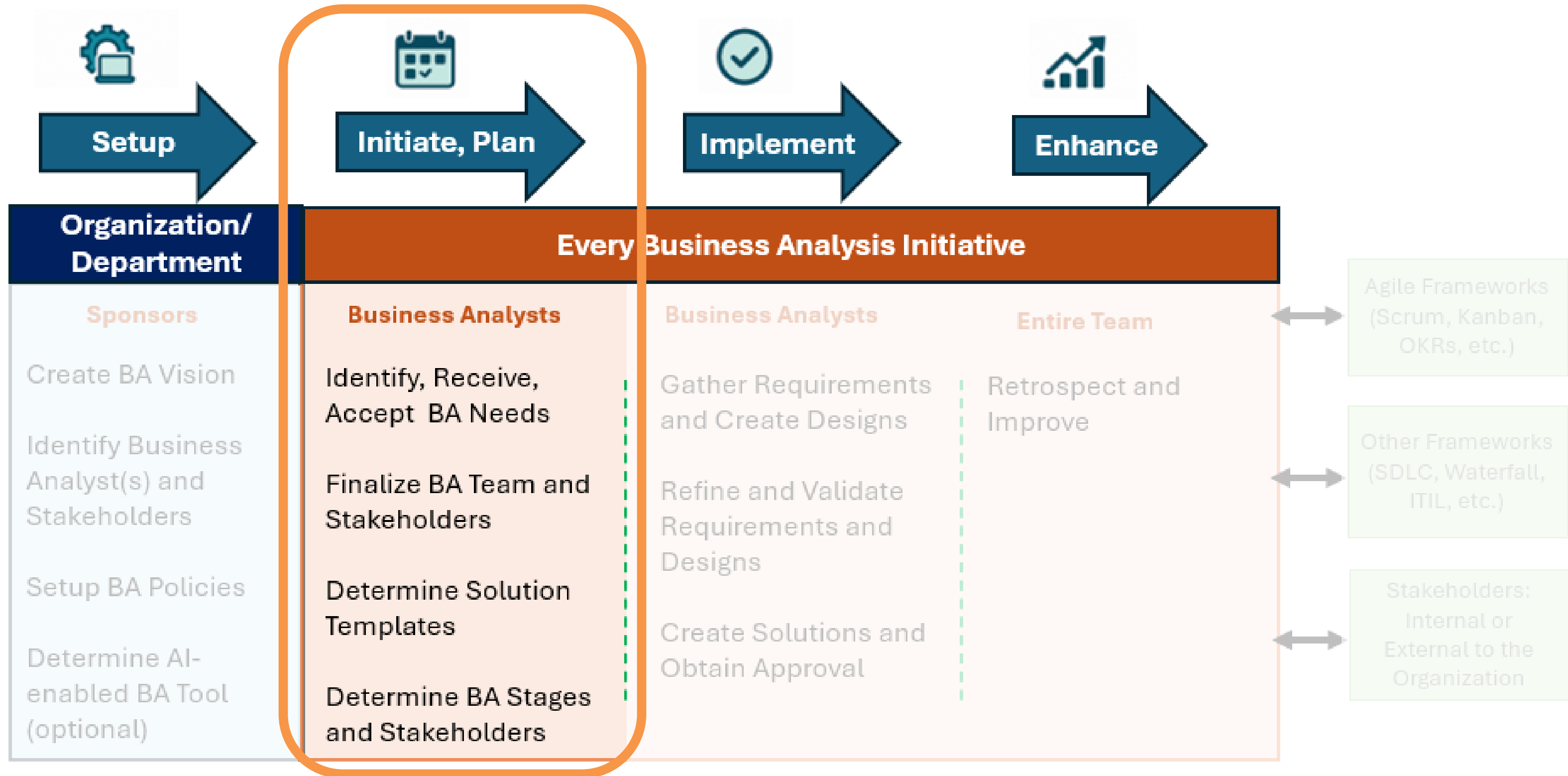


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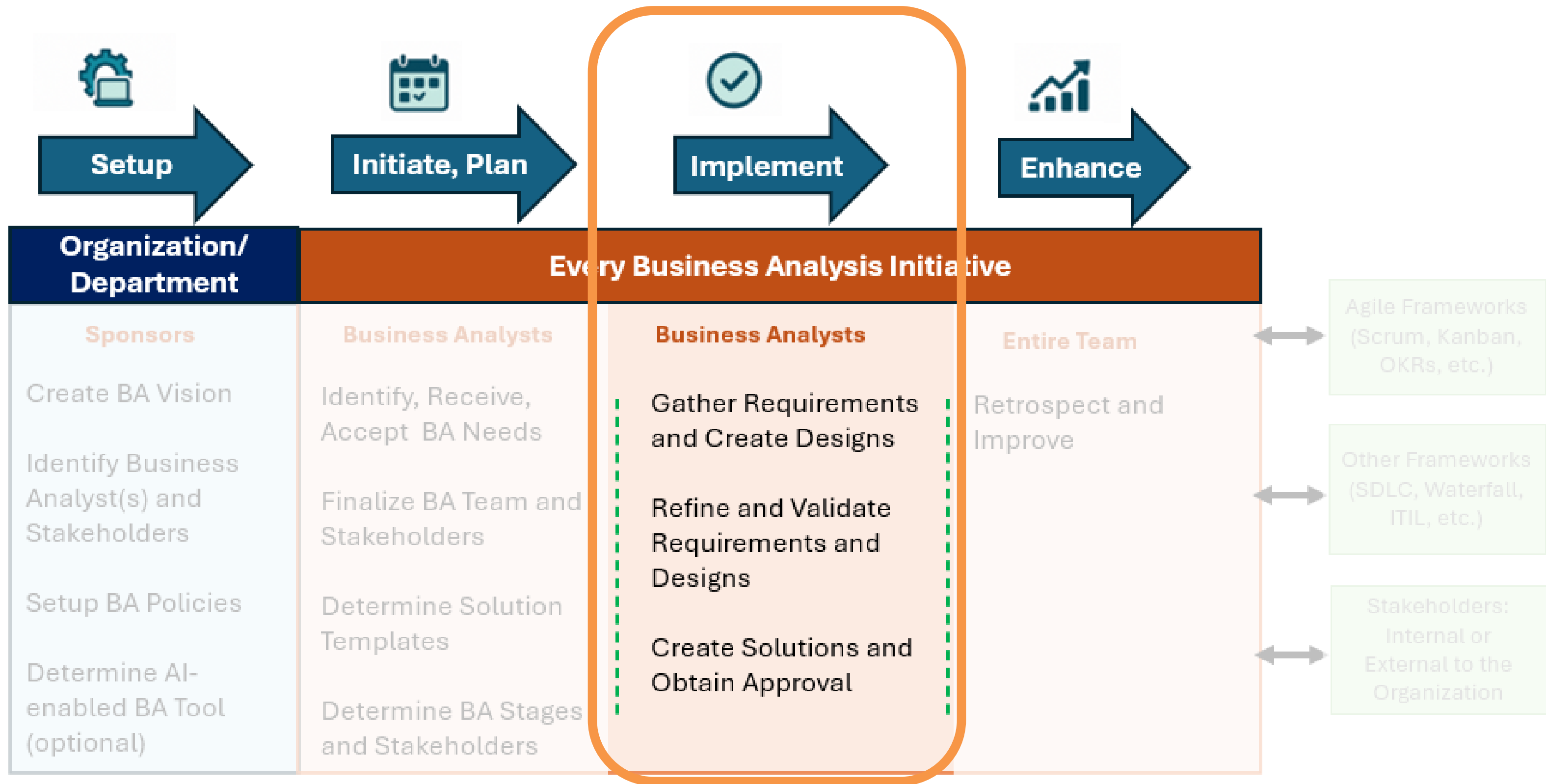


The Business Analysis stages will not always be sequential, as some of the stages may interact with and overlap each other.

2.b Overview of BA Framework



2.b Overview of BA Framework



2.b Overview of BA Framework



Gather Requirements and Create Designs

- Business Analysis Team works with relevant Stakeholders to Gather and Refine Requirements, which are derived from Accepted Business Needs. Requirements form the foundation of any Solution development.
- The Business Analysis Team also works to Create Designs, which serve as a bridge between business needs and technical Solutions. They outline how the business needs will be met through systems, processes, interfaces, data models, or workflows. Designs help translate abstract Requirements into actionable, implementable Solutions.
- Gathering Requirements and creating Designs is an iterative and interactive process.

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2.b Overview of BA Framework



Refine and Validate Requirements and Designs

- **Refined Requirements** are thoroughly reviewed, clarified, and confirmed to be accurate, complete, and aligned with business objectives. **Validation** involves Stakeholder feedback, traceability checks, and quality reviews to ensure that all Requirements satisfy Accepted Business Needs and can be used for creating Solutions.
- **Refined Designs** are updated and reviewed design artifacts that accurately represent Stakeholder Requirements and align with business goals. **Validation** confirms that the Designs effectively support the intended Solution and are ready for implementation or further development.
- Refinement and validation of Requirements is performed iteratively and in tandem with the refinement and validation of Designs.

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2.b Overview of BA Framework



Create Solutions and Obtain Approvals

- After the Business Analysis Team completes Refine and Validate Requirements and Designs process, it proceeds to Create Solutions and obtain Approval for the Solutions from customers, users, or relevant Stakeholders, who need to provide sign-off and formally accept the Solutions.
- Approved Solutions align with Accepted Business Needs, Requirements, and Designs, follow the format prescribed in the Solution Templates, and have received formal approval for implementation.
- Approved Solutions typically include detailed documentation, a Traceability Matrix, risk mitigation plans, and a roadmap for deployment, ensuring successful execution and delivery.

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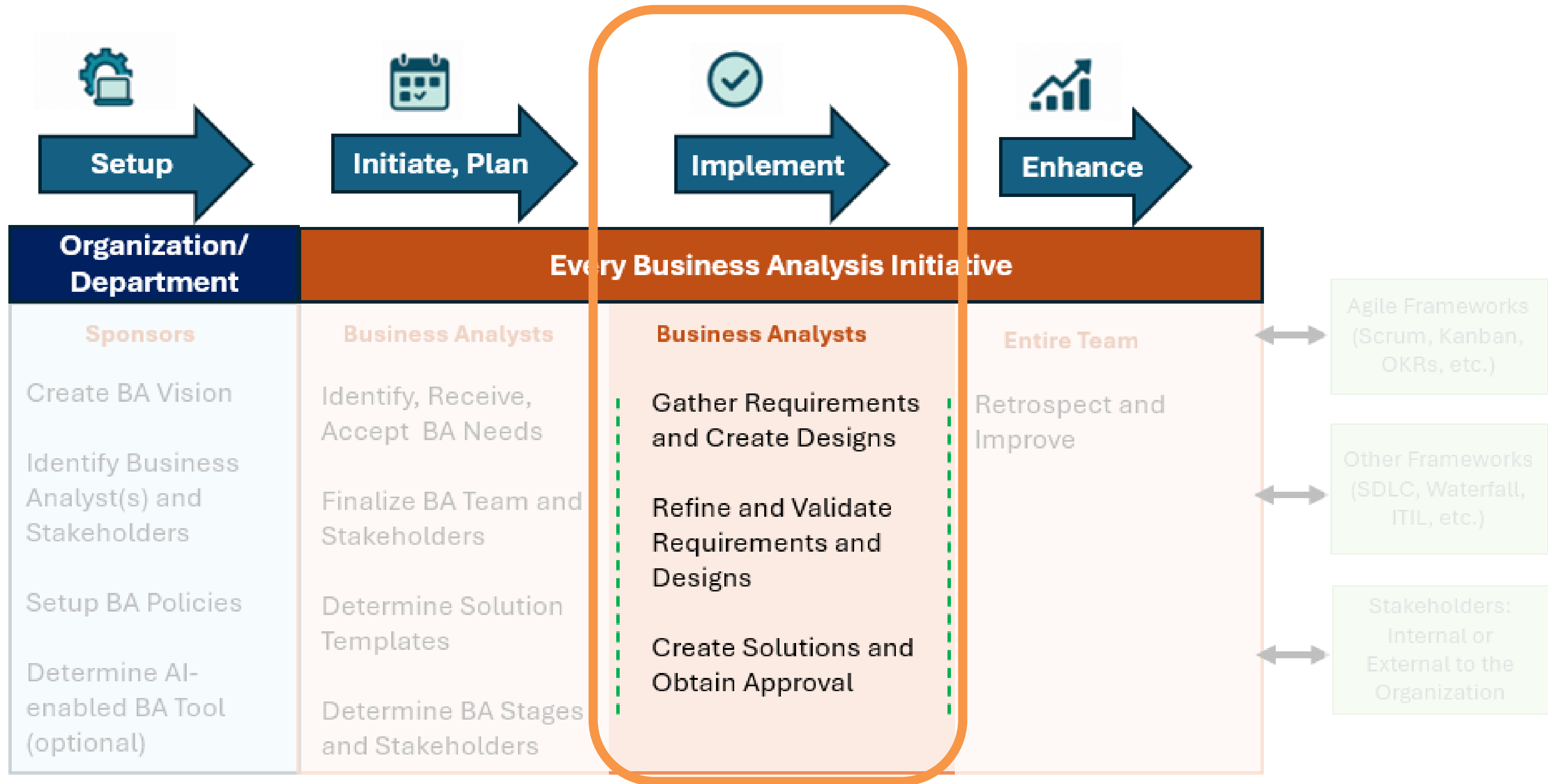
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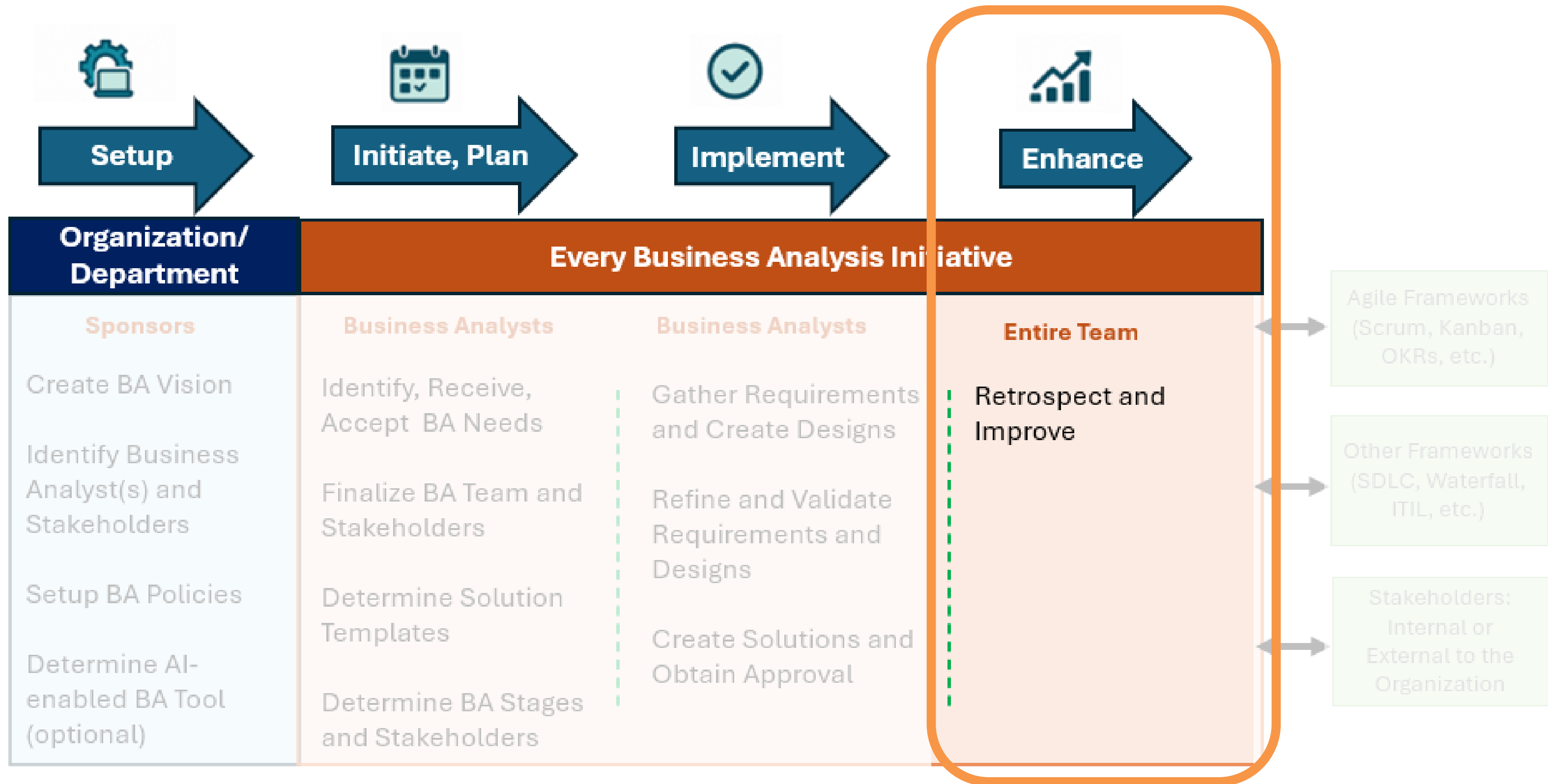
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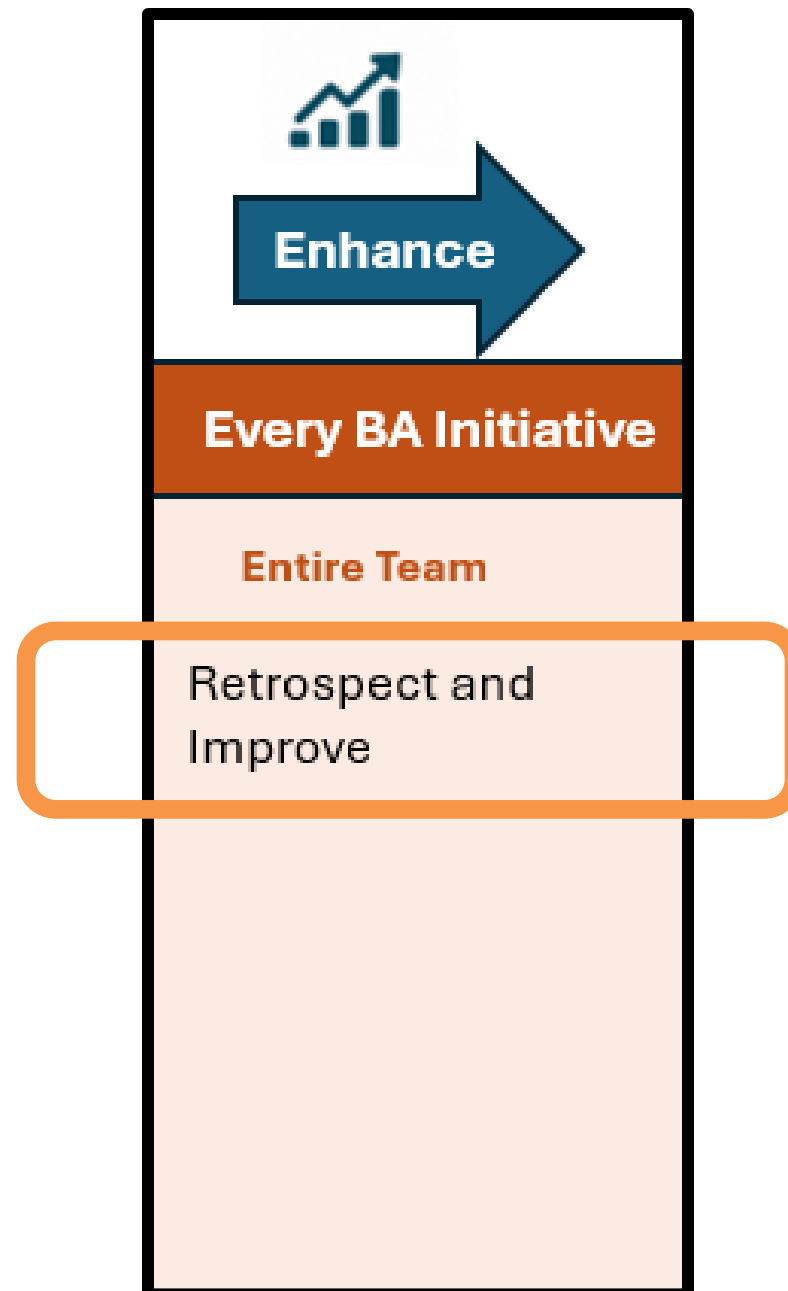
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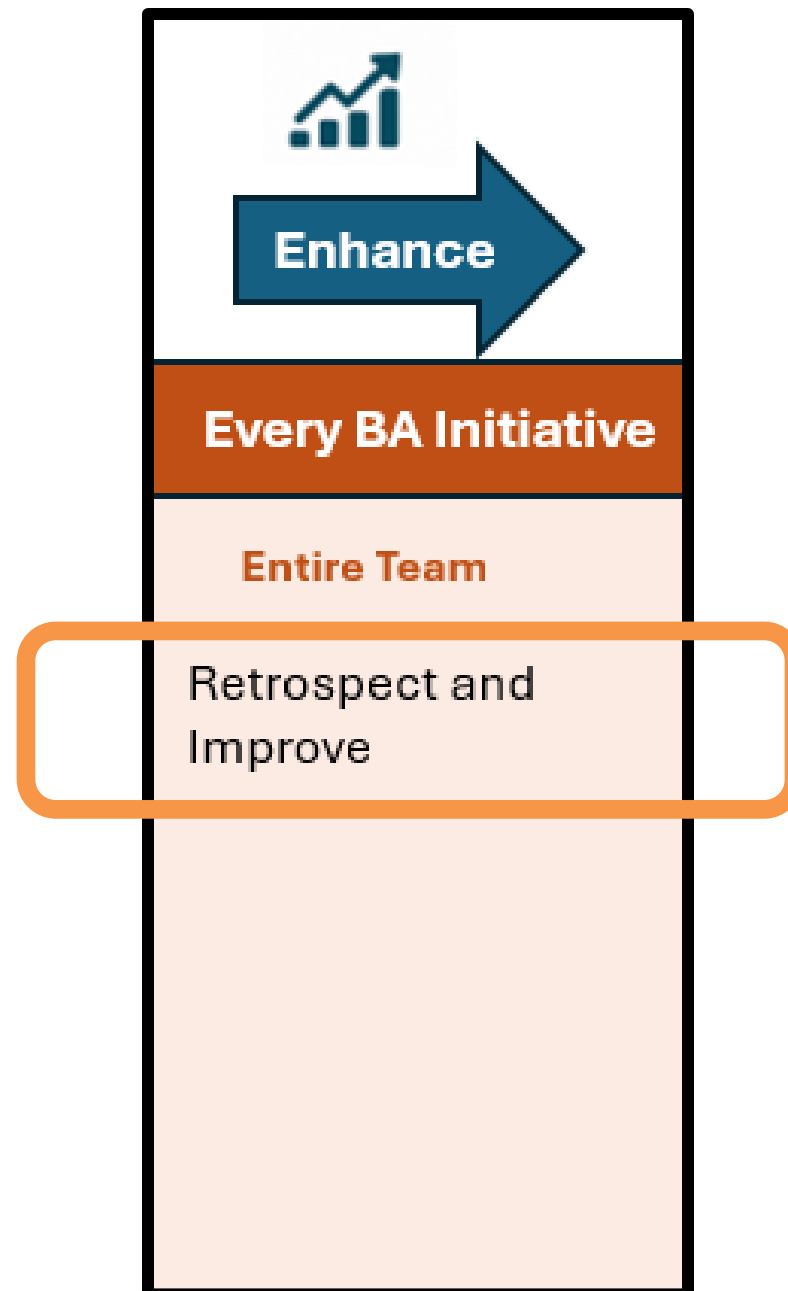
2.b Overview of BA Framework



Retrospect and Improve

- Coordinated by the Business Analyst(s) in collaboration with the Sponsor(s) and relevant Stakeholders.
- Can be conducted at the end of a specific Business Analysis initiative with the team that worked on it, in order to identify lessons learned and improvement opportunities.
- Can also be performed at regular intervals by the entire Business Analysis Team of the organization or a specific department to reflect on and fine-tune Business Analysis Policies and create Reusable Templates for the broader Business Analysis function.

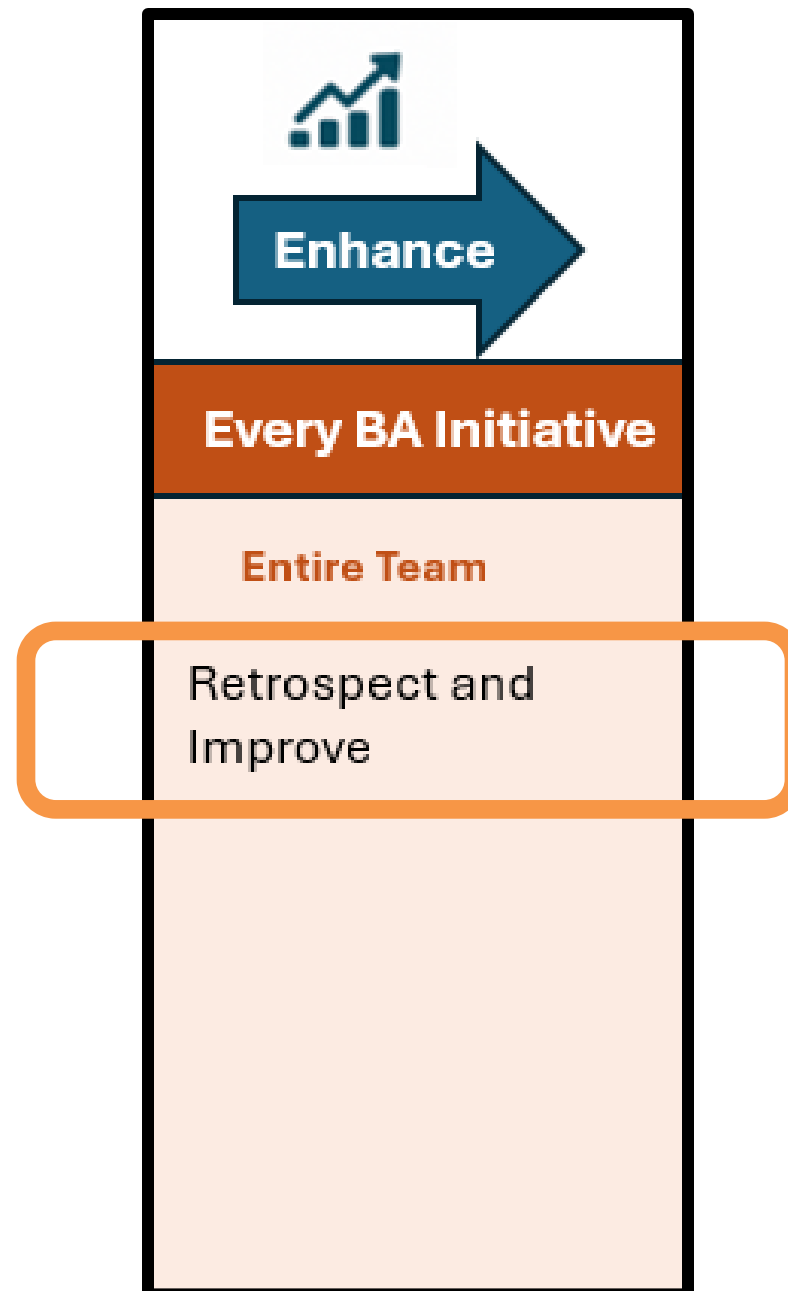
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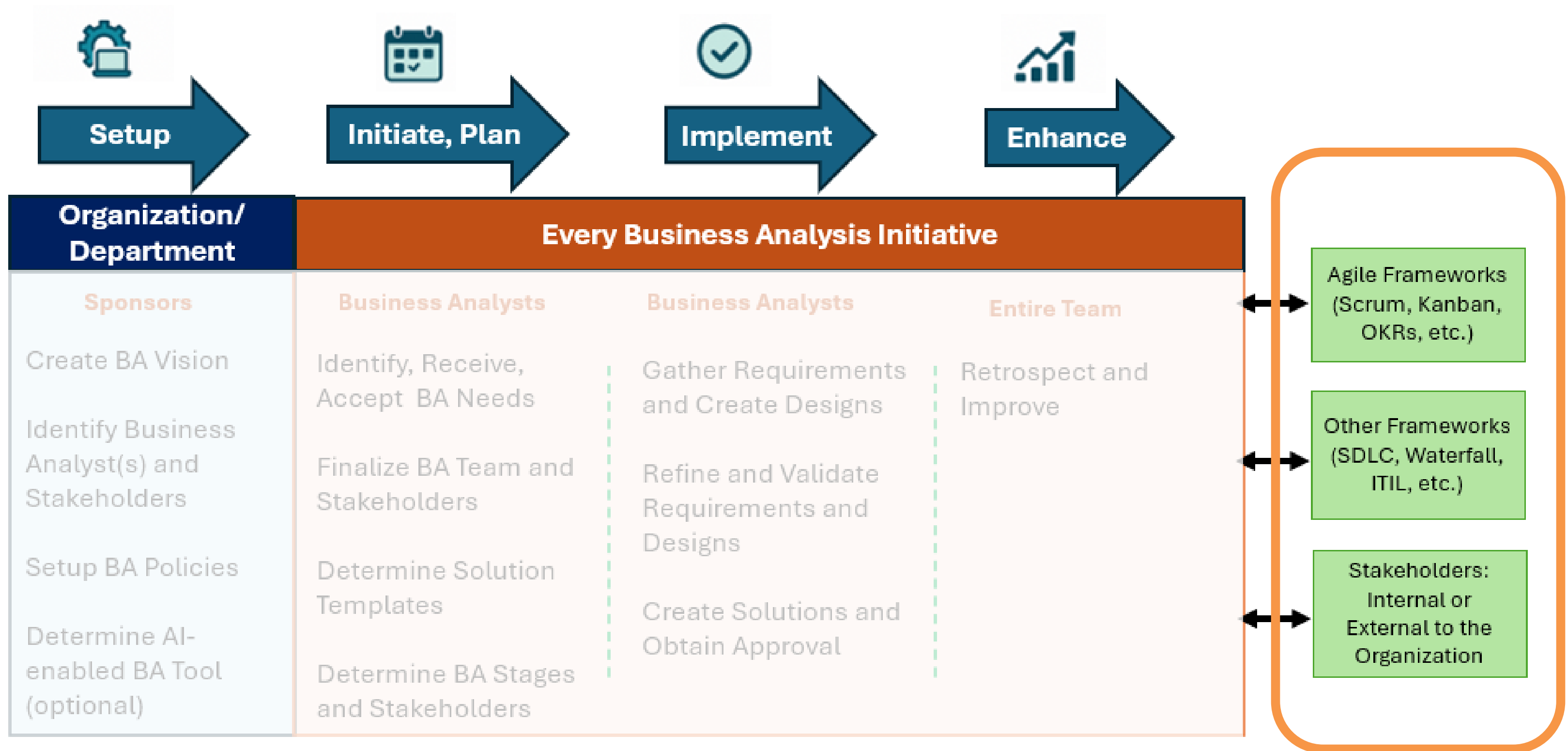
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2.b Overview of BA Framework



2.b Overview of BA Framework

Agile Frameworks
(Scrum, Kanban,
OKRs, etc.)

Other Frameworks
(SDLC, Waterfall,
ITIL, etc.)

Stakeholders:
Internal or
External to the
Organization

Business Analysis Interactions:

- Agile Frameworks (Scrum, Kanban, OKRs, etc.) – Agile emphasizes adaptability and incremental delivery. Scrum uses sprints, Kanban visualizes workflows, and OKRs align goals with measurable results.
- Other Frameworks (SDLC, Waterfall, ITIL, etc.) – More structured methods. SDLC outlines system creation stages, Waterfall is linear, and ITIL offers IT service best practices.
- Stakeholders: Internal or External – Stakeholders influence or are affected by projects. Internal: employees, managers. External: customers, vendors, regulators.

2.b Overview of BA Framework

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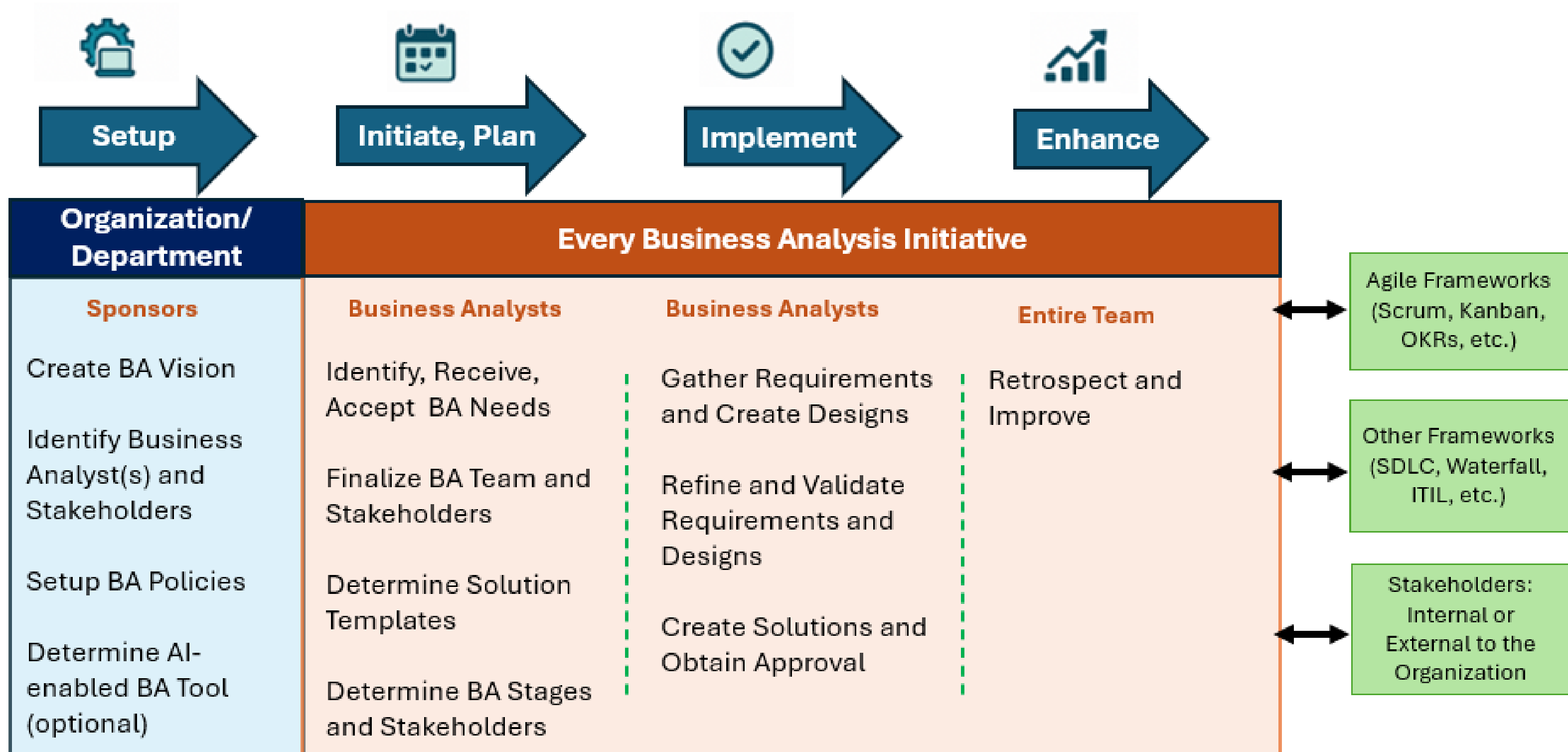
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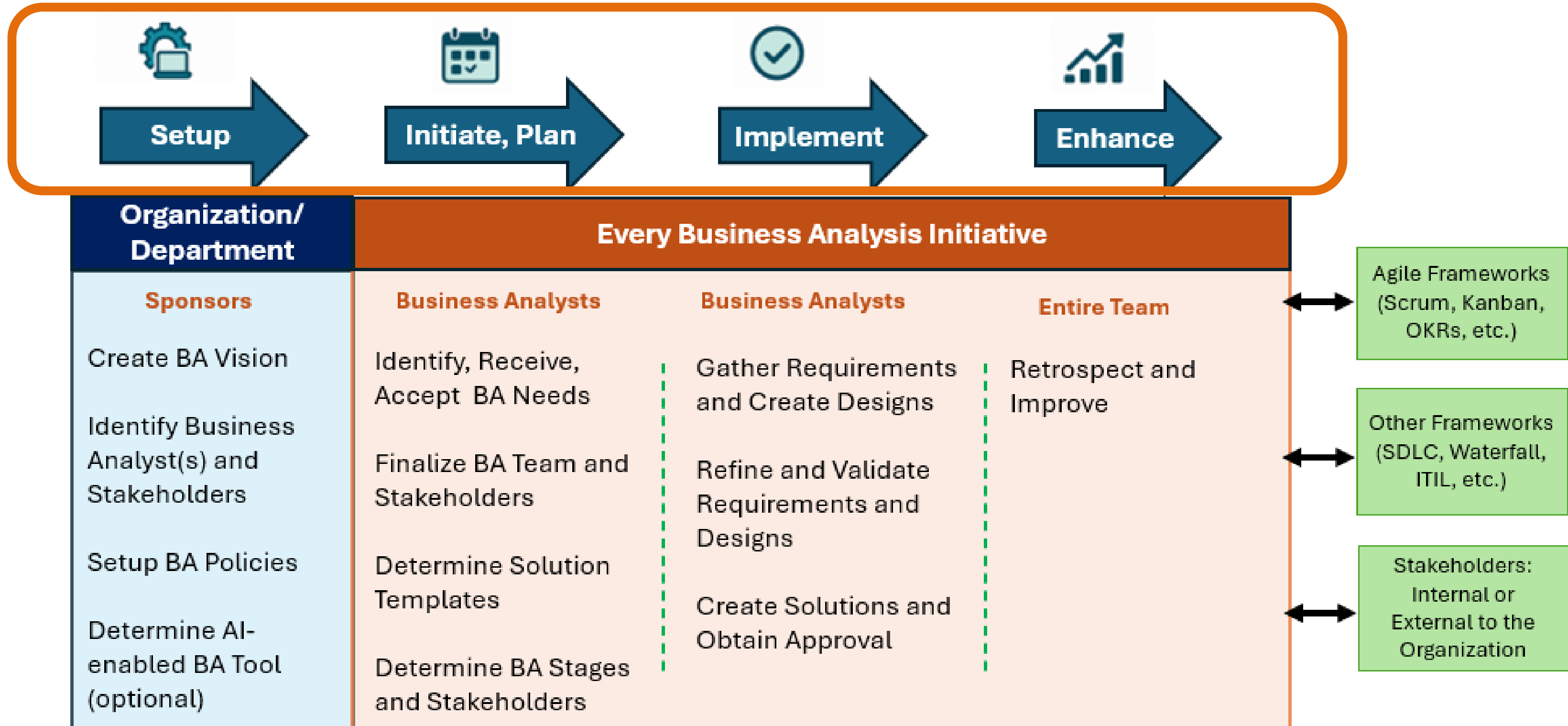
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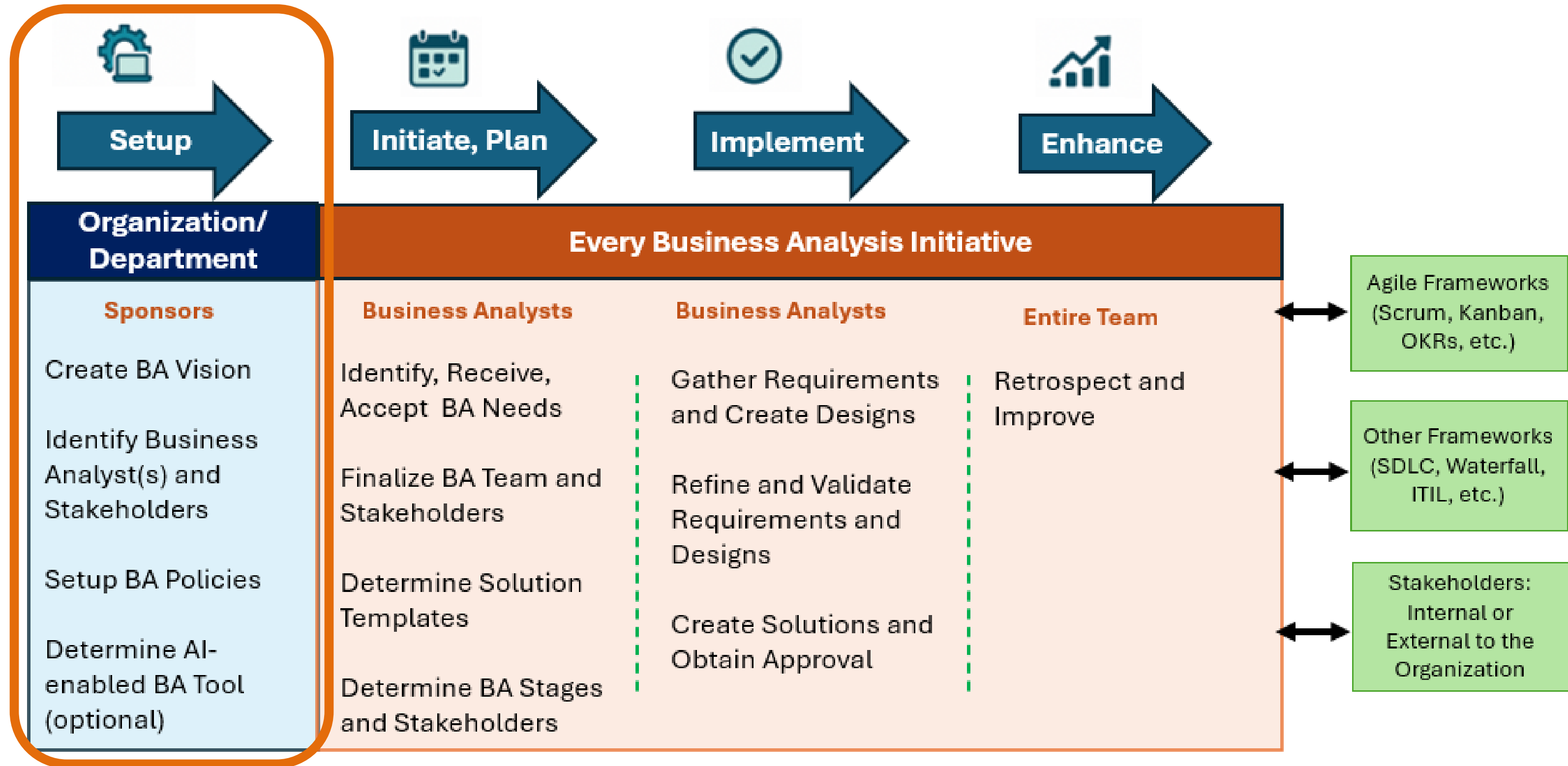
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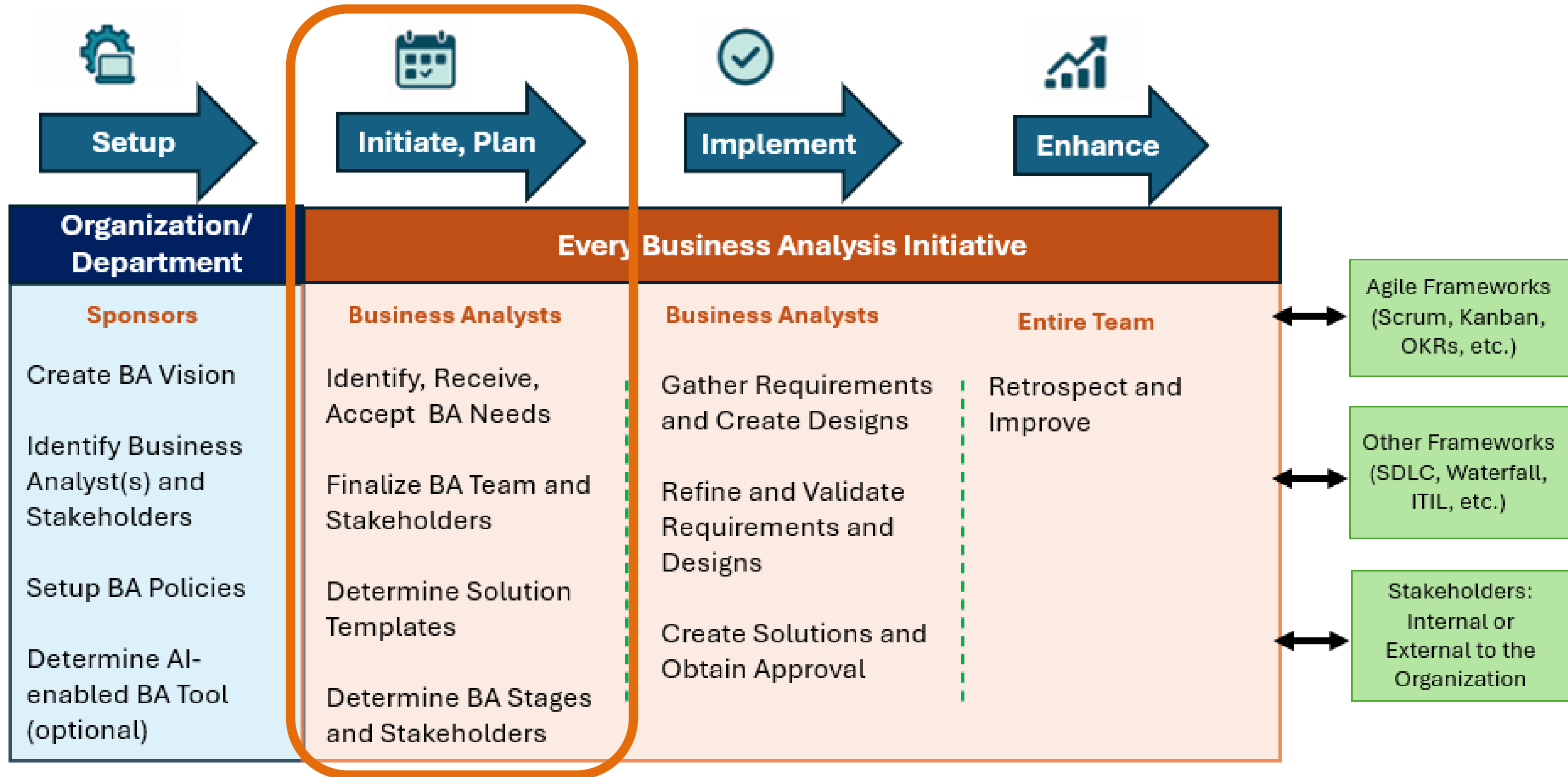
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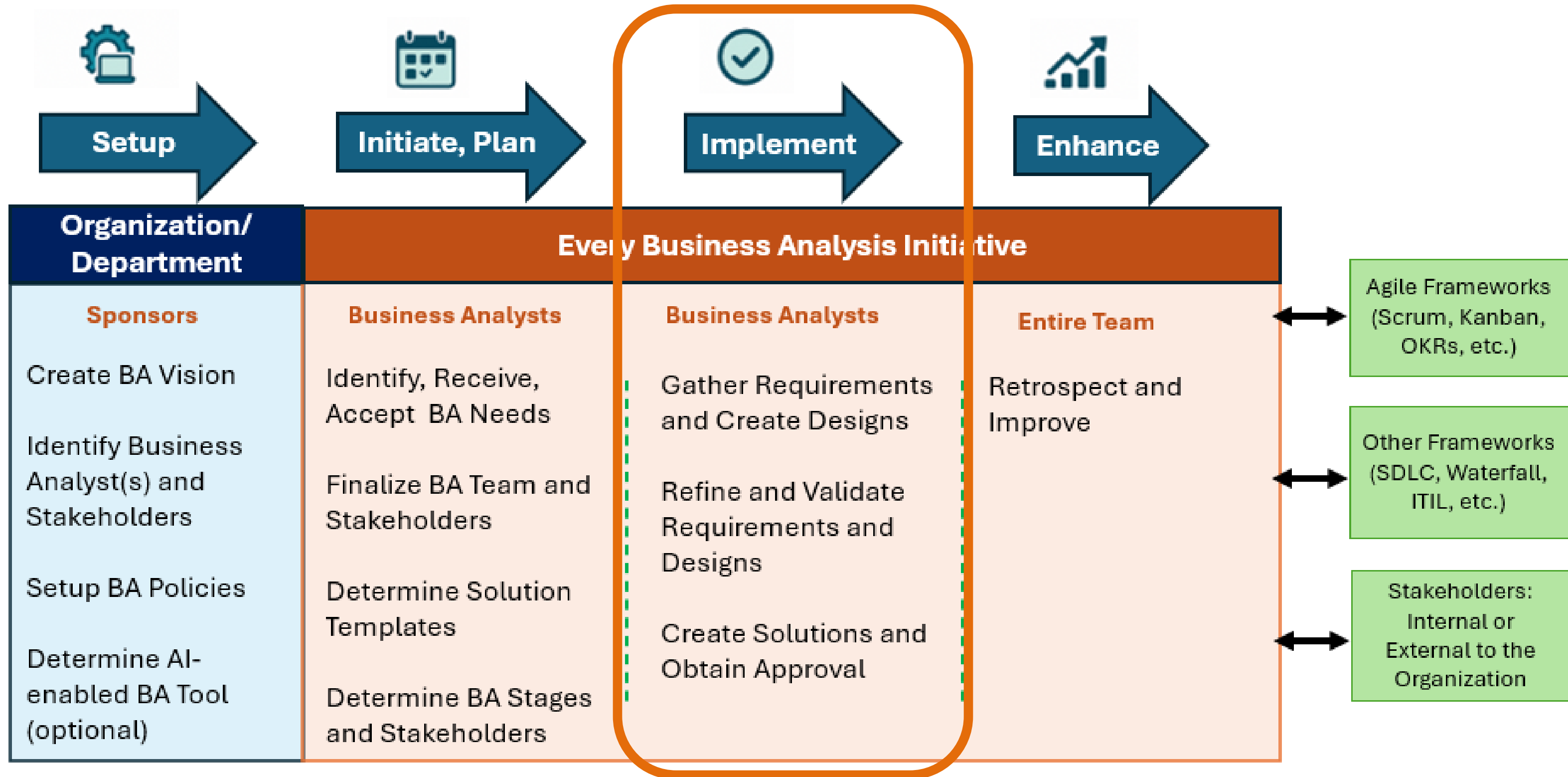
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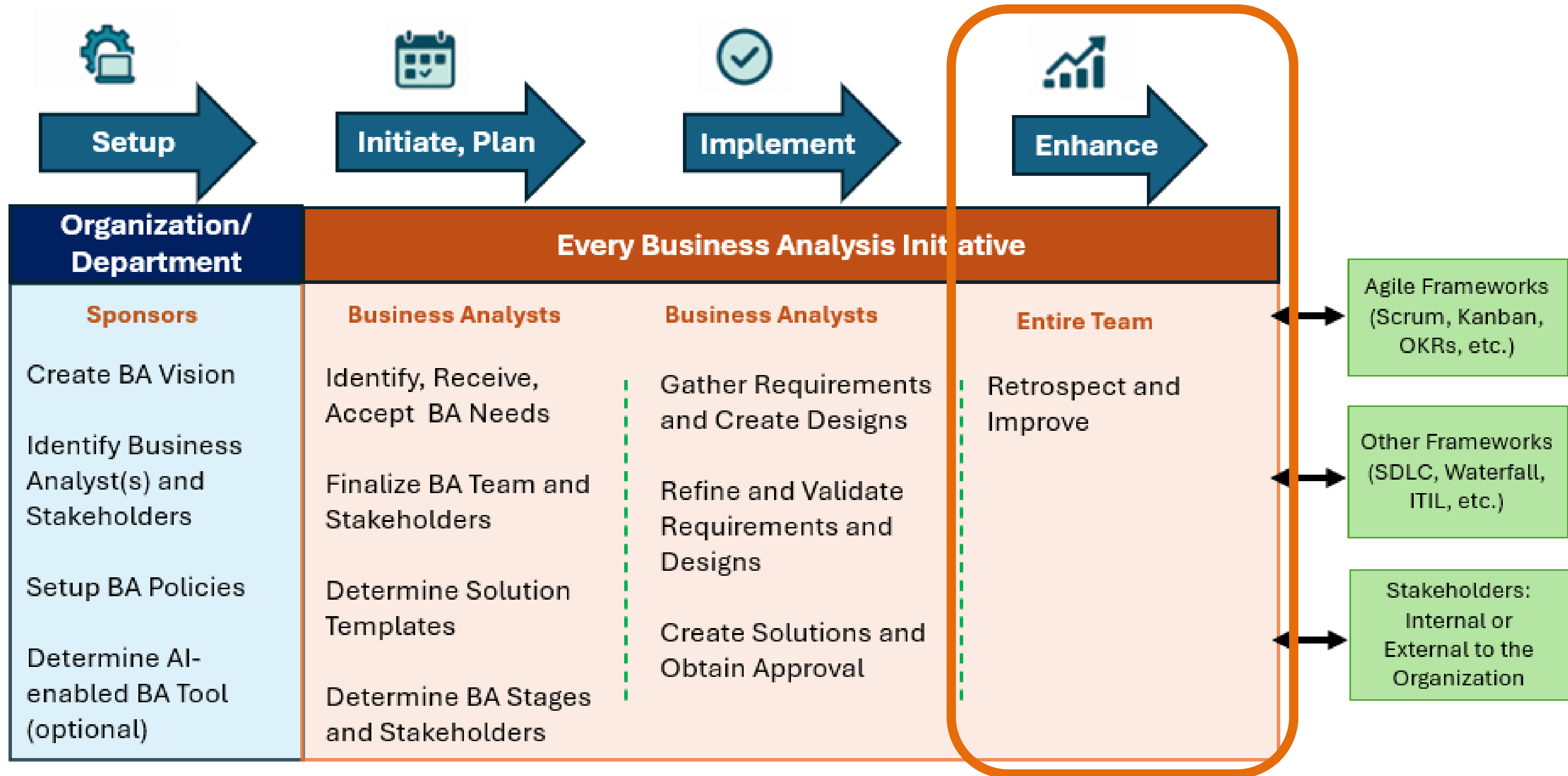
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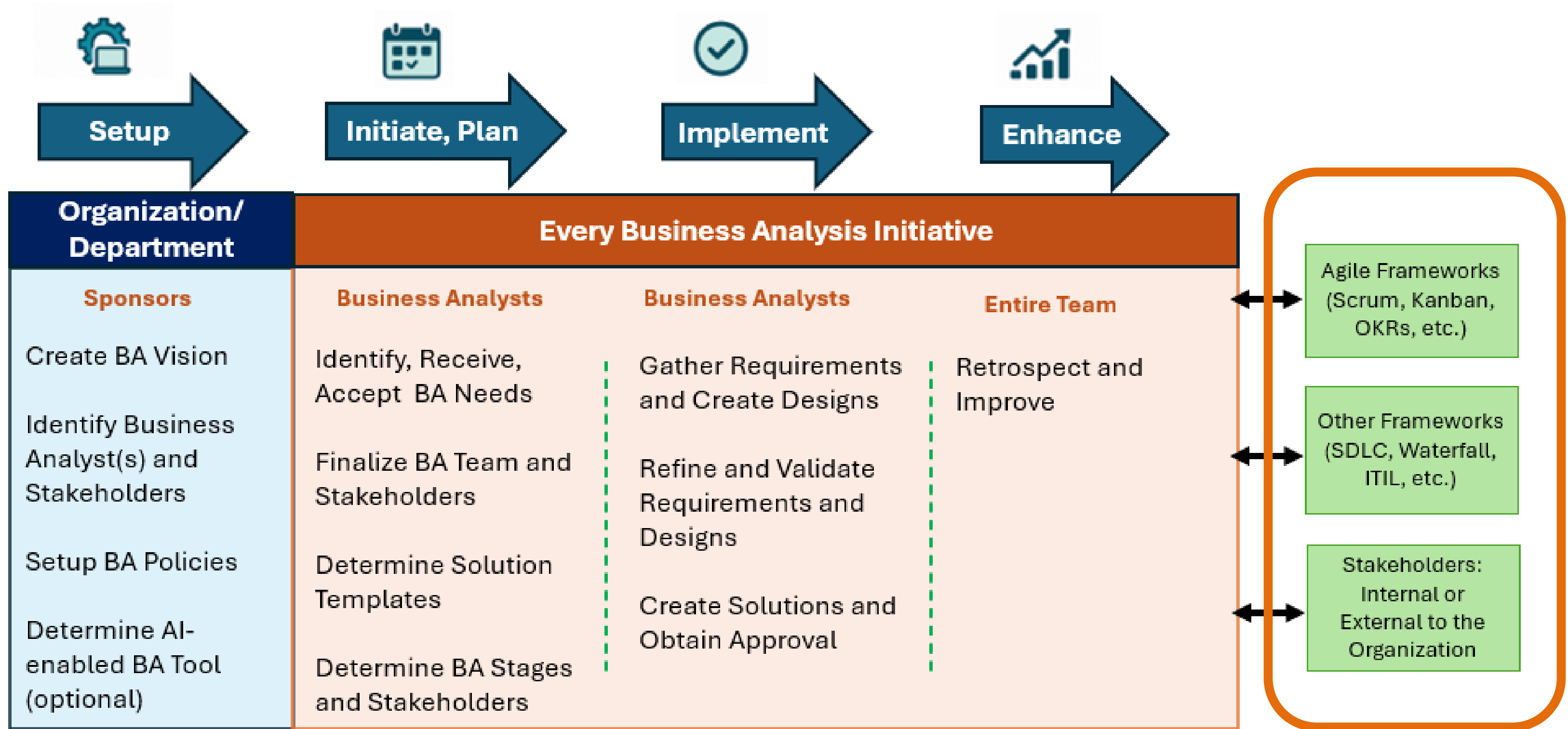
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2.b Overview of BA Framework



2.b Overview of BA Framework



2.b Business Analysis Phases and Processes further study

Additional Reference and Further study:

- BARG™ Guide (Pages 63 – 264)
 - Chapter 4: Setup;
 - Chapter 5: Initiative;
 - Chapter 6: Plan;
 - Chapter 7: Implement;
 - Chapter 8: Enhance
- Advanced BALearning Certifications such as BAEC™, BAPC™, BALC™, etc.



2.b Why use Business Analysis?

- Identify Business Needs
- Bridge Gaps
- Optimize Processes
- Enhance Decision-Making
- Deliver Value
- Enable Change and Innovation



2.b Why use Business Analysis?

- Identify Business Needs
- Helps organizations clearly define problems, goals, and opportunities for improvement.



2.b Why use Business Analysis?

- Bridge Gaps
- Connects business stakeholders and technical teams to ensure alignment of objectives.



2.b Why use Business Analysis?

- Optimize Processes
- Streamlines workflows and removes inefficiencies to improve overall performance.



2.b Why use Business Analysis?

- Enhance Decision-Making
- Uses data-driven analysis to support informed, strategic business decisions.



2.b Why use Business Analysis?

- Deliver Value
- Ensures that every solution contributes measurable value to the organization and its customers.



2.b Why use Business Analysis?

- Enable Change and Innovation
- Facilitates smooth transitions and encourages continuous improvement through structured change management.




2.b Why use Business Analysis? (review)

- Identify Business Needs
- Bridge Gaps
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- Deliver Value
- Enable Change and Innovation



10-minute Break

1. Webinar Format and Prerequisites
2. Understanding Business Analysis(BA) Concepts
 - a. Brief History of Business Analysis
 - b. Business Analysis Overview and Why use BA? 

12-minute Health Break



Optional – Please review the section about “Business Analysis Overview and Why Use Business Analysis” in the Webinar Reference Document

After the break – 12 question Quiz about Business Analysis Overview and Why use BA?

2.b Overview of Business Analysis and why Use BA? (Ques 1 of 12)

Quiz Question:

What are *Designs* in the context of Business Analysis?

Options:

- a) Unstructured ideas that describe a potential product concept
- b) Structured representations of solutions, transforming refined requirements into models, diagrams, or prototypes that guide development
- c) Final working solutions delivered to the client
- d) Raw requirements gathered from stakeholders

Please select the correct option. The correct answer and justification will be shown on the next slide.

2.b Overview of Business Analysis and why Use BA? (Ans 1 of 12)

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Correct Answer: b)

Justification:

Designs serve as *structured visual or conceptual representations* that translate detailed requirements into usable formats—such as models, wireframes, or prototypes—that developers and implementers can follow. They bridge the gap between analysis and actual solution creation.

2.b Overview of Business Analysis and why Use BA? (Ques 2 of 12)

Quiz Question:

What are *Solutions* in the context of Business Analysis?

Options:

- a) Means of addressing identified business needs or problems, encompassing processes, systems, products, or services that deliver value to stakeholders
- b) Raw data collected during requirement analysis
- c) Theoretical frameworks used to design prototypes
- d) Stakeholder documents outlining project objectives

Please select the correct option. The correct answer and justification will be shown on the next slide.

2.b Overview of Business Analysis and why Use BA? (Ans 2 of 12)

Quiz Question:

What are *Solutions* in the context of Business Analysis?

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- d) Stakeholder documents outlining project objectives

Correct Answer: a)

Justification:

Solutions represent the *final outcomes* designed to resolve business challenges. They can take the form of new or improved processes, systems, products, or services that directly deliver measurable value to stakeholders and fulfill identified business needs.

2.b Overview of Business Analysis and why Use BA? (Ques 3 of 12)

Quiz Question:

Which of the following sequences correctly represents the four main stages of the *Business Analysis (BA) Framework*?

Options:

- a) Initiate and Plan → Implement → Setup → Enhance
- b) Setup → Implement → Enhance → Initiate and Plan
- c) Setup → Initiate and Plan → Implement → Enhance
- d) Plan → Execute → Monitor → Close

Please select the correct option. The correct answer and justification will be shown on the next slide.

2.b Overview of Business Analysis and why Use BA? (Ans 3 of 12)

Quiz Question:

Which of the following sequences correctly represents the four main stages of the *Business Analysis (BA) Framework*?

Options:

- a) Initiate and Plan → Implement → Setup → Enhance
- b) Setup → Implement → Enhance → Initiate and Plan
- c) Setup → Initiate and Plan → Implement → Enhance
- d) Plan → Execute → Monitor → Close

Correct Answer: c)

Justification:

The *Overview of the Business Analysis Framework* follows a structured four-stage sequence:

1. **Setup** – Establishes the foundation, roles, and scope of the BA initiative.
2. **Initiate and Plan** – Defines objectives, stakeholders, and strategies.
3. **Implement** – Executes BA activities, develops and validates solutions.
4. **Enhance** – Reviews performance and continuously improves processes for sustained value delivery.

2.b Overview of Business Analysis and why Use BA? (Ques 4 of 12)

Quiz Question:

In the context of Business Analysis governance, what is the *primary purpose* of BA policies?

Options:

- a) To identify business problems and suggest possible technical solutions
- b) To assign financial resources and budgets for project execution
- c) To document requirements gathered from various stakeholders
- d) To define the standards, procedures, and expectations for Business Analysis practices

Please select the correct option. The correct answer and justification will be shown on the next slide.

2.b Overview of Business Analysis and why Use BA? (Ans 4 of 12)

Quiz Question:

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- c) To document requirements gathered from various stakeholders
- d) To define the standards, procedures, and expectations for Business Analysis practices

Correct Answer: d)

Justification:

BA policies establish a consistent framework for how Business Analysis should be conducted across an organization. They define *standards* (what must be followed), *procedures* (how to perform tasks), and *expectations* (desired outcomes and quality benchmarks), ensuring uniformity, compliance, and high-quality BA practices throughout projects.

2.b Overview of Business Analysis and why Use BA? (Ques 5 of 12)

Quiz Question:

How do AI-enabled Business Analysis tools, such as Vabro.ai, primarily enhance Business Analysis processes?

Options:

- a) By replacing the need for human analysts entirely
- b) By limiting stakeholder collaboration to reduce complexity
- c) By focusing only on data collection and storage
- d) By automating tasks, collaborating with multiple stakeholders, and providing real-time insights to improve efficiency, accuracy, and decision-making

Please select the correct option. The correct answer and justification will be shown on the next slide.

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Correct Answer: d)

Justification:

AI-enabled Business Analysis tools like *Vabro.ai* streamline and strengthen the BA process by automating repetitive tasks, facilitating collaboration among stakeholders, and delivering **real-time insights** through data analysis. This enhances overall **efficiency, accuracy, and decision-making quality**, enabling faster and more informed business outcomes.

2.b Overview of Business Analysis and why Use BA? (Ques 6 of 12)

Quiz Question:

During the “Identify Business Analysis Needs” stage, what is the *most critical objective* of a Business Analyst’s collaboration with Sponsors, Senior Management, and other Stakeholders?

Options:

- a) To finalize solution design documents for immediate implementation
- b) To develop financial projections and cost–benefit reports for the project
- c) To create test cases and validate end-user requirements
- d) To gather inputs and assess organizational challenges or opportunities that form the basis for Business Analysis activities

Please select the correct option. The correct answer and justification will be shown on the next slide.

2.b Overview of Business Analysis and why Use BA? (Ans 6 of 12)

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- b) To develop financial projections and cost-benefit reports for the project
- c) To create test cases and validate end-user requirements
- d) To gather inputs and assess organizational challenges or opportunities that form the basis for Business Analysis activities

Correct Answer: d)

Justification:

In the *Identify Business Analysis Needs* phase, the **Business Analyst** works closely with **Sponsors, Senior Management, and Stakeholders** to uncover core business problems or opportunities. This collaboration ensures that BA activities are aligned with organizational goals by assessing existing challenges, identifying gaps, and defining opportunities that warrant further analysis and solution development.

2.b Overview of Business Analysis and why Use BA? (Ques 7 of 12)

Quiz Question:

In the *Receive Business Analysis Needs* stage, what is the *primary role* of the Business Analyst when needs are already identified within the organization or department?

Options:

- a) To formally acknowledge and validate pre-identified Business Analysis needs for prioritization and further action
- b) To redefine the organization's strategic goals from scratch
- c) To design and deploy the final solution without further stakeholder input
- d) To conduct post-implementation reviews for completed initiatives

Please select the correct option. The correct answer and justification will be shown on the next slide.

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Correct Answer: a)

Justification:

In the *Receive Business Analysis Needs* phase, the **Business Analyst** does not identify new problems but rather **acknowledges and validates** the needs that have already been recognized by the organization or department. This step ensures that the received needs are legitimate, aligned with business priorities, and ready for subsequent stages like planning and analysis.

2.b Overview of Business Analysis and why Use BA? (Ques 8 of 12)

Quiz Question:

Which statement best defines *Accepted Business Needs* in the context of Business Analysis?

Options:

- a) Accepted Business Needs include all identified and received needs without prioritization for execution
- b) Accepted Business Needs are a prioritized subset of either identified or received needs that the BA function agrees to analyze and execute
- c) Accepted Business Needs are documented requirements pending approval from executive sponsors for resource allocation
- d) Accepted Business Needs represent finalized solutions implemented after stakeholder validation and user acceptance testing

Please select the correct option. The correct answer and justification will be shown on the next slide.

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Correct Answer: b)

Justification:

Accepted Business Needs are not just all identified or received needs—they are a **refined, prioritized subset** that the *Business Analysis function* or a specific department formally agrees to analyze and act upon. This ensures focus on high-value, feasible needs aligned with organizational strategy, enabling efficient allocation of time and resources toward meaningful outcomes.

2.b Overview of Business Analysis and why Use BA? (Ques 9 of 12)

Quiz Question:

What is the main purpose of *Determining Solution Templates* in Business Analysis?

Options:

- a) To collect raw data and unverified requirements from stakeholders for initial analysis
- b) To finalize financial reports and budgets for solution implementation projects
- c) To ensure that outputs are delivered in the most useful format for decision-making and implementation
- d) To develop user training materials and post-implementation support documentation

Please select the correct option. The correct answer and justification will be shown on the next slide.

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Correct Answer: c)

Justification:

Determining Solution Templates focuses on defining *the structure and format* in which Business Analysis outputs—such as models, diagrams, or reports—will be presented. This step ensures that stakeholders receive information in a **clear, actionable, and decision-friendly format**, improving understanding and supporting efficient solution implementation.

2.b Overview of Business Analysis and why Use BA? (Ques 10 of 12)

Quiz Question:

Which statement best describes *Approved Solutions* in the context of Business Analysis?

Options:

- a) Approved Solutions are preliminary ideas awaiting stakeholder validation and financial assessment
- b) Approved Solutions are draft proposals created before aligning with business needs or requirements
- c) Approved Solutions are temporary frameworks used for testing and user training purposes
- d) Approved Solutions align with accepted business needs, requirements, and designs, follow the solution templates, and have received formal approval for implementation

Please select the correct option. The correct answer and justification will be shown on the next slide.

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Correct Answer: d)

Justification:

Approved Solutions represent the finalized outputs that are **fully aligned** with the organization's *accepted business needs, defined requirements, and established designs*. They adhere to the prescribed **Solution Templates** and have obtained **formal approval** from relevant stakeholders, confirming readiness for execution and ensuring consistent, structured implementation.

2.b Overview of Business Analysis and why Use BA? (Ques 11 of 12)

Quiz Question:

What is one of the key purposes of *Business Analysis* in an organization?

Options:

- a) Business Analysis helps organizations clearly define problems, goals, and opportunities for improvement
- b) Business Analysis focuses on executing marketing strategies and sales campaigns effectively
- c) Business Analysis primarily manages employee performance reviews and hiring decisions
- d) Business Analysis ensures product packaging and advertising follow creative design standards

Please select the correct option. The correct answer and justification will be shown on the next slide.

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Correct Answer: a)

Justification:

The core purpose of **Business Analysis** is to help organizations **clearly define their problems, set achievable goals, and identify opportunities for improvement**. By doing so, it ensures that business initiatives are well-aligned with strategic objectives and deliver measurable value through informed, data-driven decisions.

2.b Overview of Business Analysis and why Use BA? (Ques 12 of 12)

Quiz Question:

How does *Business Analysis* contribute to organizational growth and adaptability?

Options:

- a) By enforcing strict processes that prevent change and limit innovation within the organization
- b) By enabling change and innovation through structured management and continuous improvement
- c) By focusing solely on financial forecasting and long-term budget allocation for business units
- d) By delegating all transformation responsibilities entirely to external consultants and vendors

Please select the correct option. The correct answer and justification will be shown on the next slide.

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Correct Answer: b)

Justification:

Business Analysis actively **enables change and innovation** by applying structured *change management* techniques and promoting *continuous improvement*. This approach ensures that transitions within an organization occur smoothly while fostering adaptability, creativity, and sustainable growth through well-planned, data-driven strategies.

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2.c Why use the BARG™ Guide?

Practical, Contemporary and Supports AI

	Other Business Analysis Books	BARG™ Guide
1.	Overly theoretical, lengthy and lack practical examples	Practical and relevant
2.	No mention of contemporary topics such as AI, or Business Analysis Tools	Includes Contemporary concepts and AI
3.	No practical use with any tool	Practical implementation with Vabro.ai – a leading AI-powered SaaS Business Analysis Tool
4.	Very rudimentary (fewer than 50 pages), or extremely lengthy and non-relevant	Very comprehensive but follows the 80-20 rule; detailed Role Guide to focus on what you need to learn for your specific role
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2.d Business Analysis Principles

- Core guidelines for applying the Business Analysis(BA) Framework
- Should mandatorily be used in all Business Analysis Workflows
- Non-negotiable and should be kept intact



2.d Business Analysis Principles



Understanding the basics of Business Analysis Principles is sufficient for this webinar.

2.d Business Analysis Principles

Value Focus

- Every activity aims to deliver measurable benefits and outcomes that truly matter to the organization and its stakeholders.
- Emphasizes delivering the highest business value by prioritizing initiatives, aligning with strategic goals, and maximizing stakeholder benefits efficiently.



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Collaboration

- Emphasizes working closely with all stakeholders, encouraging open communication, teamwork, and shared understanding to ensure successful outcomes.
- Fosters shared understanding, engages stakeholders, encourages diverse perspectives, and ensures effective communication to drive successful business outcomes and informed decisions.



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2.d Business Analysis Principles

Holistic and Analytical Thinking

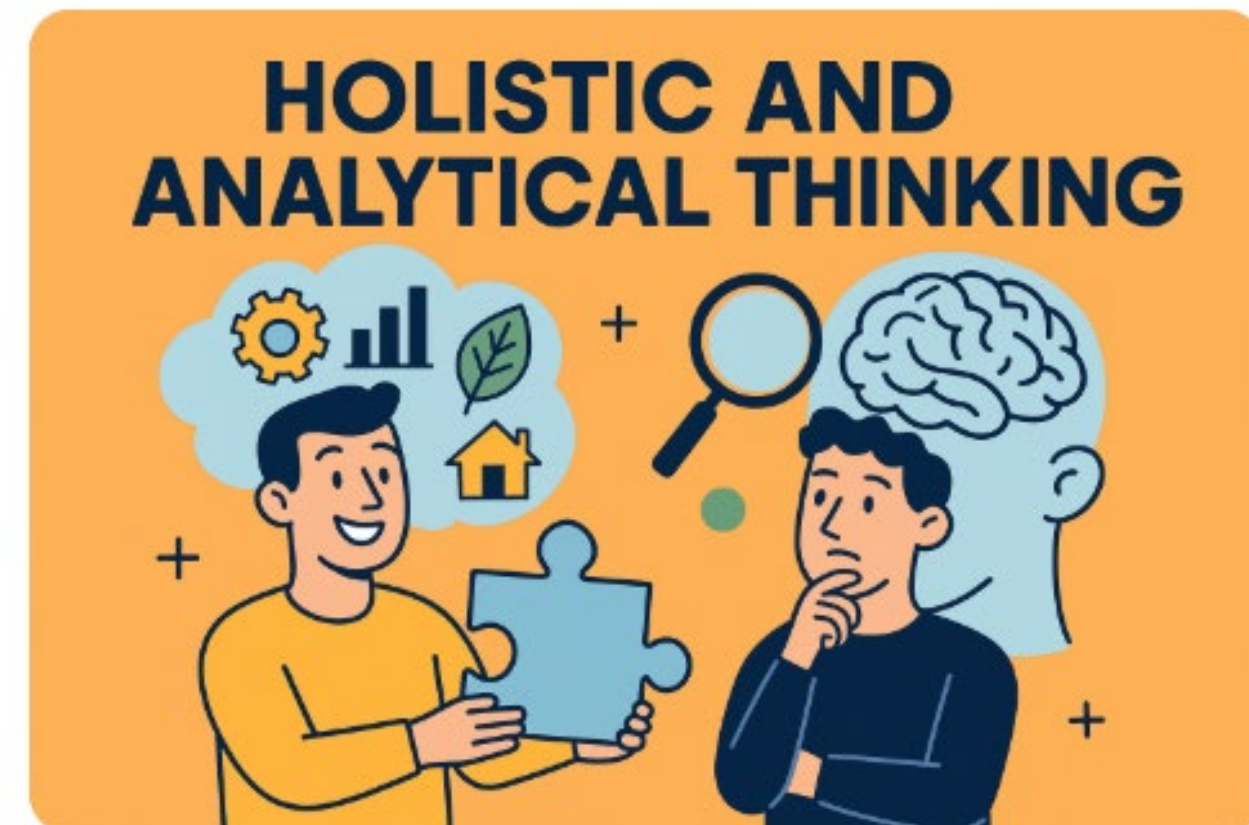
- Involves viewing the organization as a complete system while applying logical analysis to understand problems, dependencies, and opportunities in detail.
- Focuses on understanding the big picture, identifying patterns, analyzing details, and solving problems through structured, objective evaluation.



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Holistic and Analytical Thinking

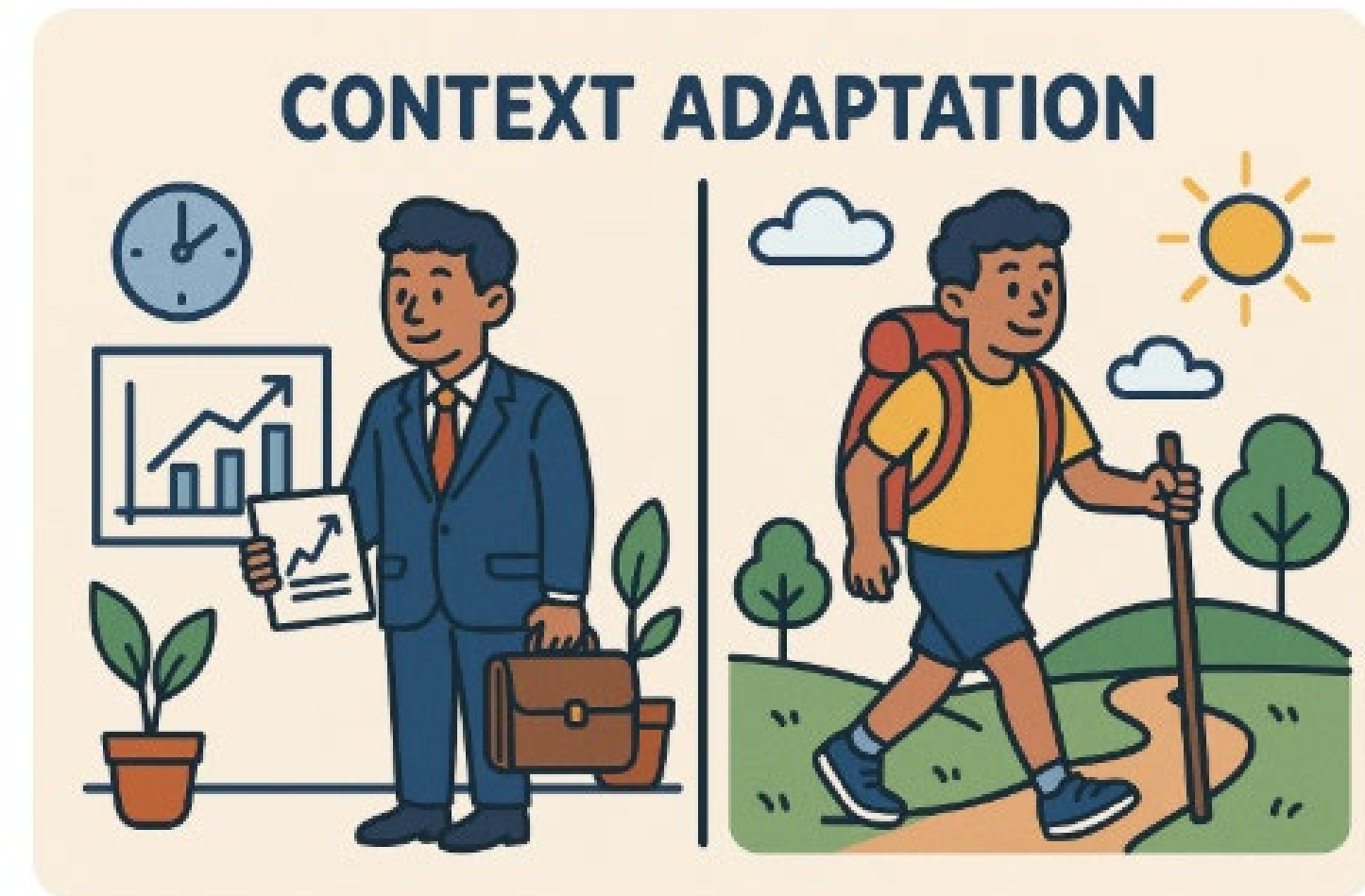
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2.d Business Analysis Principles

Context Adaptation

- Emphasizes tailoring approaches, techniques, and solutions to fit unique organizational environments.
- Means tailoring Business Analysis approaches to fit the specific environment, culture, and goals of each project or organization instead of following a one-size-fits-all method.

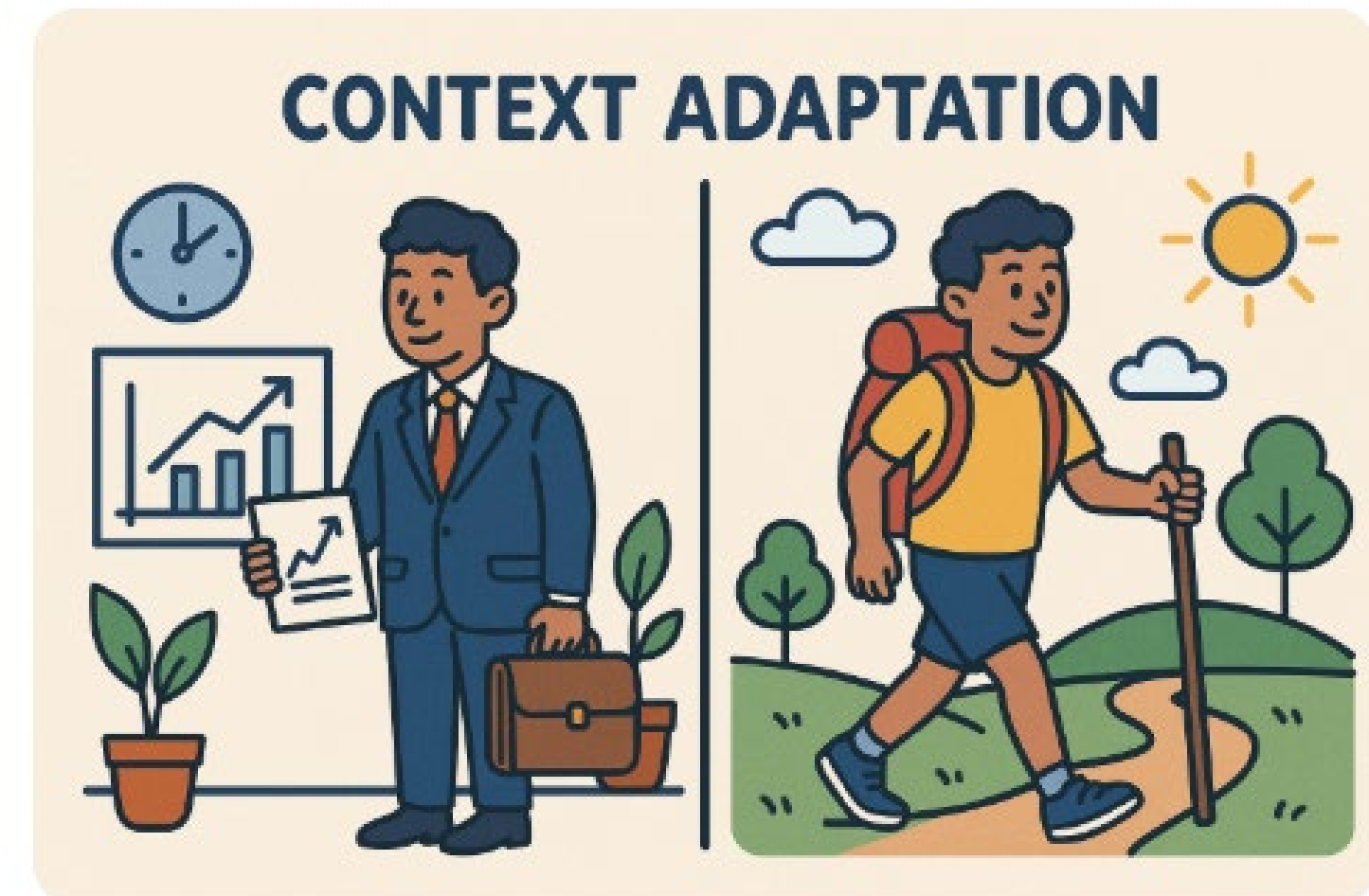


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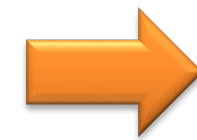
2.d Business Analysis Principles

Context Adaptation in Business Analysis

Scenario	Adaptation Example
 Working with executives	Use high-level visuals and business-focused language
Small Agile team	Favor user stories and lightweight documentation
Highly regulated industry	Apply formal, traceable requirements and compliance checks
Startup vs Enterprise	Startups may prefer speed and MVP thinking; enterprises may need more structure and risk management

2.d Business Analysis Principles

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2.d Business Analysis Principles

Continuous Improvement

- Emphasizes regularly evaluating processes, learning from outcomes, and implementing changes to enhance efficiency, effectiveness, and overall business value delivery.
- Ensures that the organization keeps evolving and improving its performance over time.



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Ethical Considerations

- Emphasize integrity, transparency, fairness, and accountability in Business Analysis practices, ensuring trust, compliance, and responsible decision-making across all activities
- Require Business Analysts to act with integrity, fairness, and accountability, maintaining trust and professionalism in every interaction and decision.



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2.d Business Analysis Principles - review




2.d BA Principles – further study

Additional Reference and Further study:

- BARG™ Guide (Pages 17 – 24)
 - Chapter 2: Principles
- Advanced BALearning Certifications such as BAEC™, BAPC™, BALC™, etc.



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2.e Business Analysis Aspects



2.e Business Analysis Aspects

Organization

- Focuses on understanding the structure, roles, and responsibilities within the Business Analysis function to ensure smooth collaboration and effective decision-making
- Key roles associated with Business Analysis are the Business Analyst, Sponsor, and Stakeholders — we discussed these earlier in the webinar.



2.e Business Analysis Aspects

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2.e Business Analysis Aspects

Business Justification: Objective

- Ensures that every Business Analysis initiative has a clear purpose, measurable value, and aligns with strategic goals.
- Highlights how to develop a Business Justification to ensure that Business Analysis efforts are aligned with organizational goals and deliver measurable value.



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2.e Business Analysis Aspects

Business Justification: Some sources of Business Needs

- Strategic Goals and Objectives
- Stakeholder Requests
- Market and Competitive Environment
- Regulatory or Legal Requirements
- Process Inefficiencies or Performance Gaps
- Technological Advancements



2.e Business Analysis Aspects

Business Justification: Why needed?

- Ensures Alignment with Organizational Goals
- Optimizes Resource Utilization
- Enables Informed Decision-Making
- Reduces Risks and Waste



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2.e Business Analysis Aspects

Business Justification: Steps

1. Identify the Business Need – Define the problem, opportunity, or goal driving the initiative.
2. Analyze Possible Solutions – Evaluate alternative approaches, their feasibility, and alignment with objectives.
3. Assess Costs and Benefits – Estimate financial, operational, and strategic impacts to determine value
4. Evaluate Risks and Constraints.
5. Develop and Present the Business Case.



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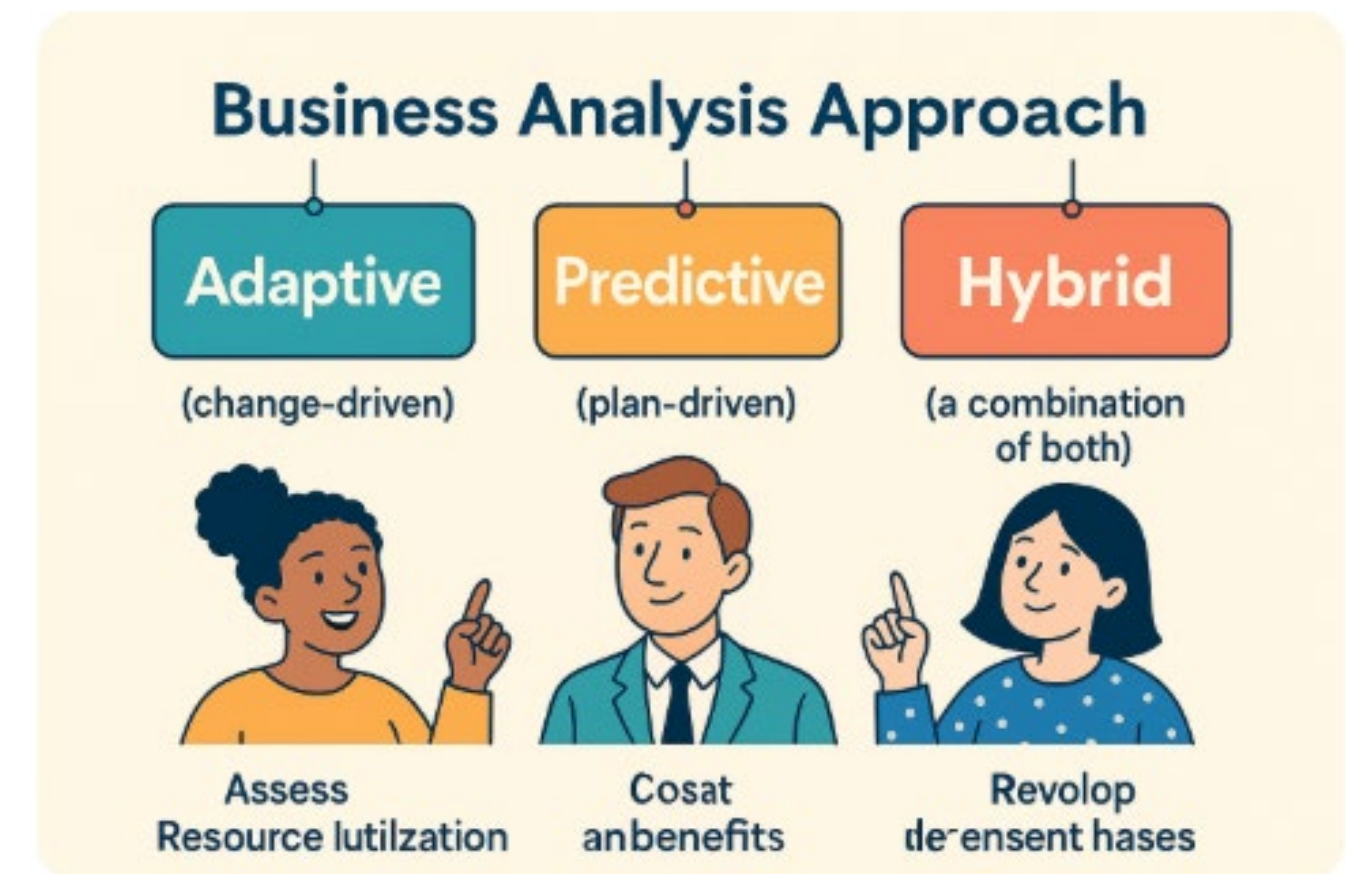
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2.e Business Analysis Aspects

Business Analysis Approach: Objective

- Defines how analysis activities will be planned, conducted, and managed for successful outcomes.
- Focuses on which approach to choose for conducting Business Analysis—Adaptive (change-driven), Predictive (plan-driven), or Hybrid (a combination of both).

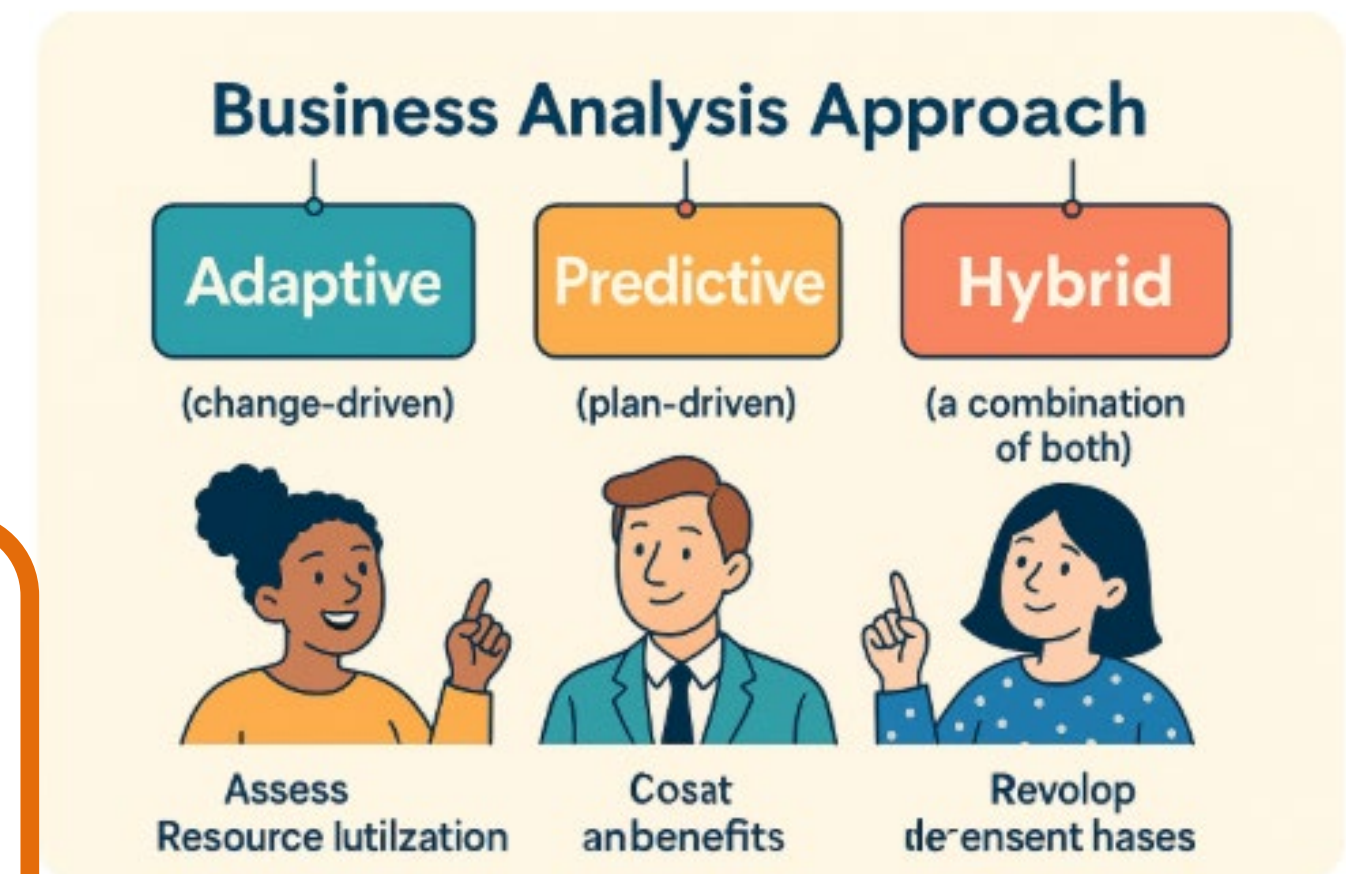


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2.e Business Analysis Aspects

Business Analysis Approach: Comparison of Predictive vs. Adaptive approach


Only a general understanding is needed; beyond this scope of this introductory course.

	Adaptive (Change-Driven)	Predictive (Plan-Driven)
Methodologies	Agile, Scrum, Kanban, DevOps etc.	Waterfall, SDLC (Software Development Life Cycle) etc.
Approach	Iterative and flexible	Sequential and structured
Best For	Initiatives with evolving Requirements	Initiatives with stable, well-defined Requirements
Business Needs provided by	Business; Product Owner	Business
Planning	Minimal upfront, continuous refinement	Extensive upfront planning and documentation
Desired Documentation	Lightweight: Typically, Epics, User Stories, Prioritized Product Backlogs	Comprehensive: Typically, Business Requirements Documentation (BRD), Functional Specification Documentation (FSD), system design docs etc.
Stakeholder Involvement	Continuous collaboration	Stakeholders involved mainly in key milestones
Change Management	Changes welcomed and incorporated iteratively	Changes are costly and require formal approval
Delivery Model	Frequent, small releases	One final deliverable at the end
Risk Handling	Adaptive risk management	Risks addressed in initial planning
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2.e Business Analysis Aspects

Business Analysis Approach: Comparison of Predictive vs. Adaptive approach


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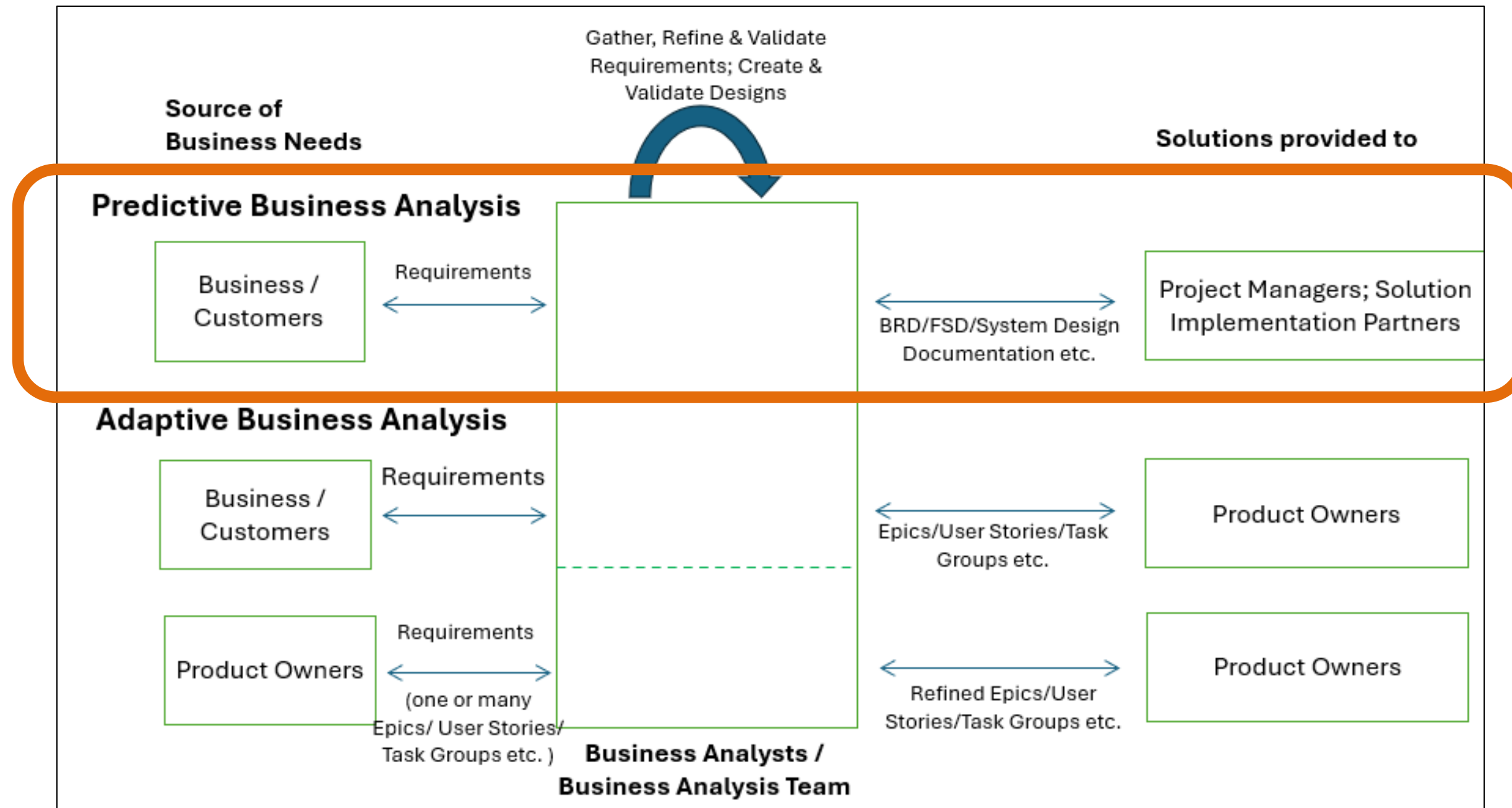
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2.e Business Analysis Aspects

Business Analysis Approach: Overview of process followed by Predictive vs. Adaptive

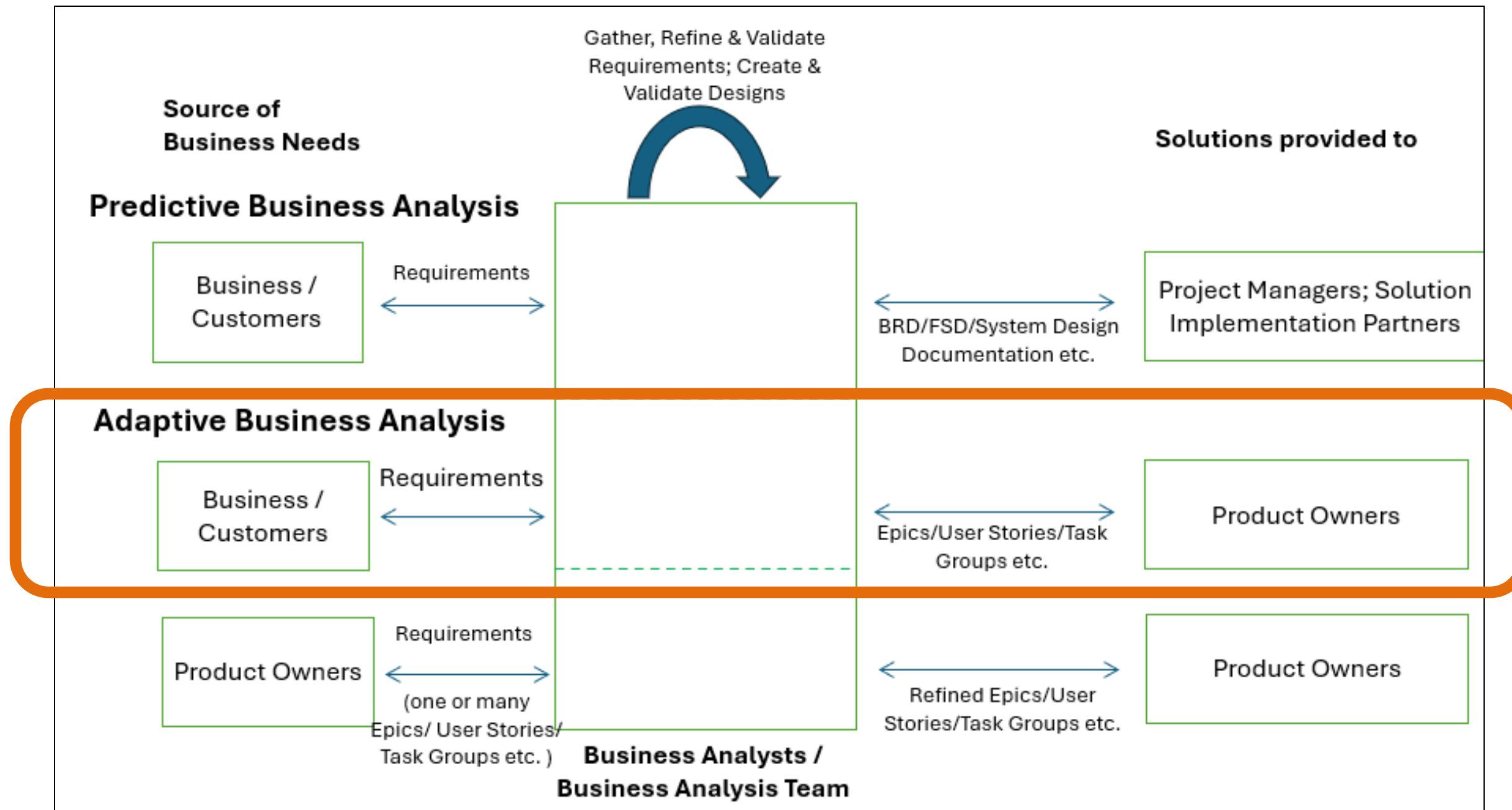
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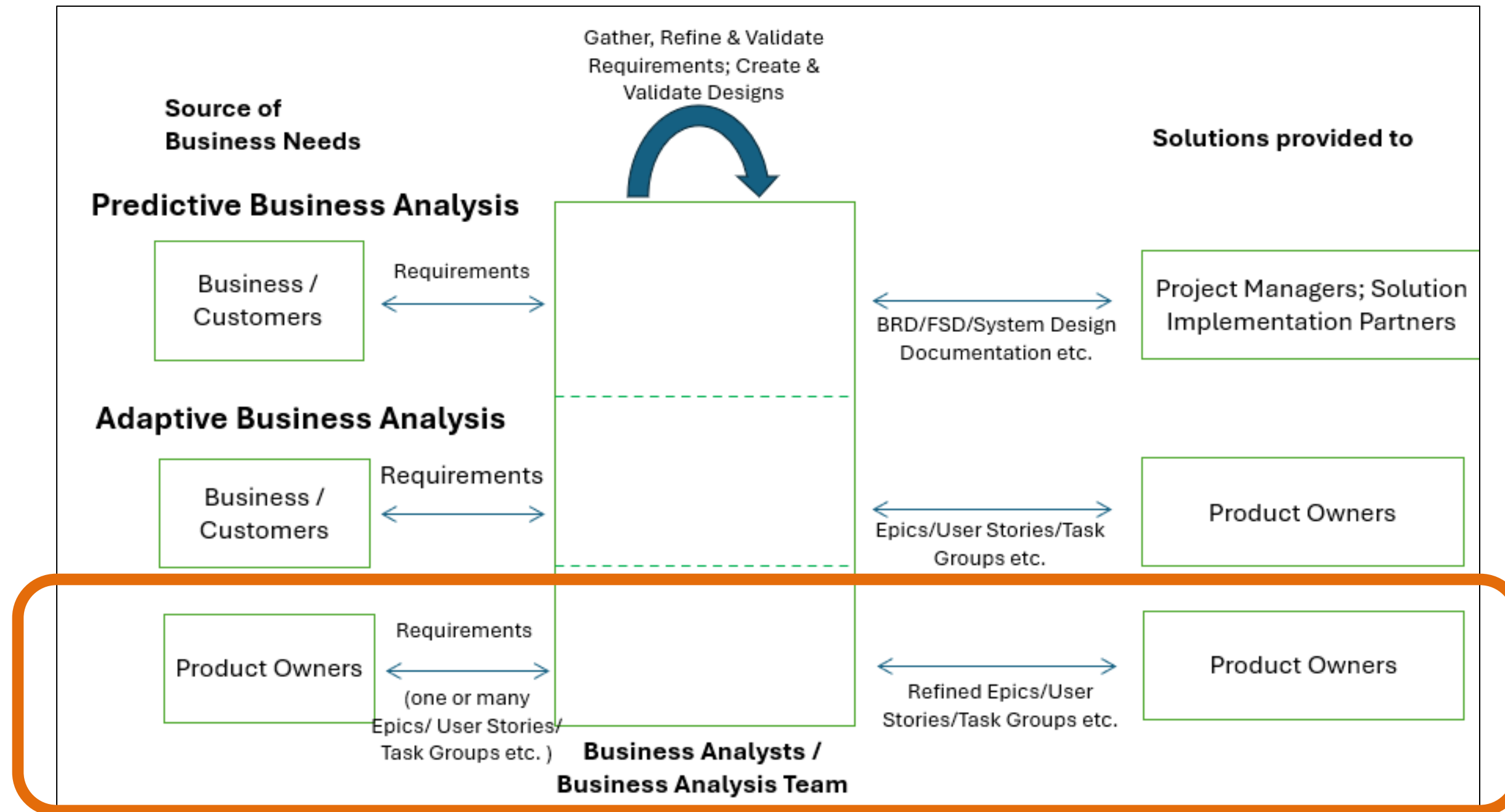
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Business Analysis Approach: Overview of process followed by Predictive vs. Adaptive

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2.e Business Analysis Aspects

Change: Objective

- Deals with adapting to evolving business needs, managing transitions, and ensuring minimal disruption during implementation.
- Emphasizes the key responsibilities of the Business Analysis Team in managing changes within any Business Analysis initiative.



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2.e Business Analysis Aspects

Change: Business Analyst Requirements

A Business Analyst must know how to:

- Manage Changes to Accepted Business Needs
- Manage Changes to Requirements and Designs
- Manage Changes Due to a Shift in Business Priorities
- Work with the Change Request Approval Process and Change Control Board

2.e Business Analysis Aspects

Risk

- Involves identifying potential problems early and developing strategies to mitigate or manage their impact.
- Suggests how to anticipate, address, and control Risks that could affect the success of a Business Analysis initiative.



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2.e Business Analysis Aspects

Risk Characteristics

- Uncertainty: It may or may not happen.
- Impact: It can affect business needs, requirements, scope, Stakeholders, timelines, or solution value.
- Dual Nature: Risks can be negative (threats) or positive (opportunities).



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Quality

- Ensures that solutions meet stakeholder expectations and maintain high performance and reliability standards.
- Focuses on how to create high-quality Business Analysis deliverables that ensure Solutions align with accepted business needs, minimize rework, and support informed decision-making.

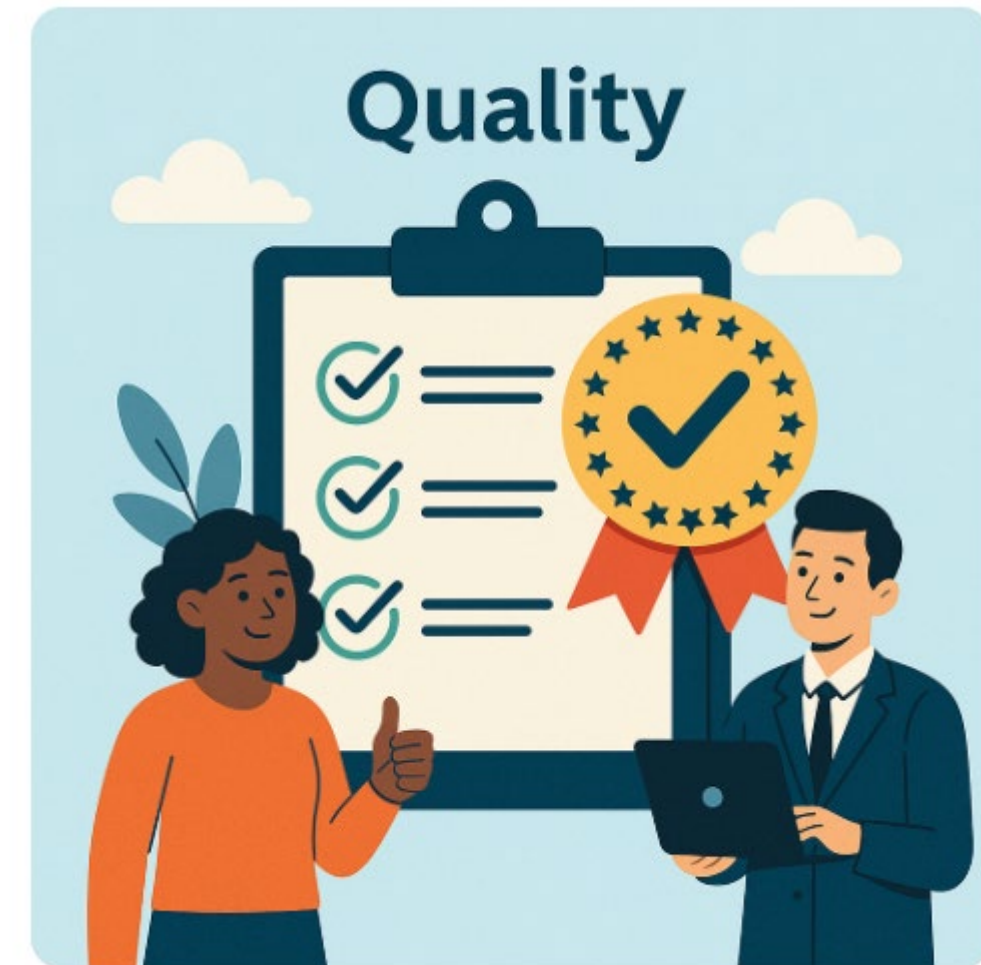


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2.e Business Analysis Aspects

Reporting

- Communicates progress, insights, and results clearly to stakeholders, enabling transparency and informed decisions.
- Explains how efficient reporting can help organize, present, and communicate information gathered and analyzed throughout the Business Analysis process.



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2.e Business Analysis Aspects

Reporting – Some sample reports

Report Type	Purpose	Examples
Requirements Document	Detail functional/non-functional requirements	BRD, SRS
Feasibility Report	Evaluate solution options or approaches	Cost-benefit analysis
Gap Analysis Report	Identify differences between current and desired state	As-is vs To-be analysis
Impact Assessment Report	Assess risks and effects of changes	Change log with analysis
Stakeholder Analysis Report	Understand stakeholder roles, influence, and needs	RACI matrix
Progress or Status Reports	Monitor Business Analyst activities and deliverables	Business Analyst work plan updates
Validation/Verification Report	Confirm that requirements and solutions meet objectives	Traceability matrix
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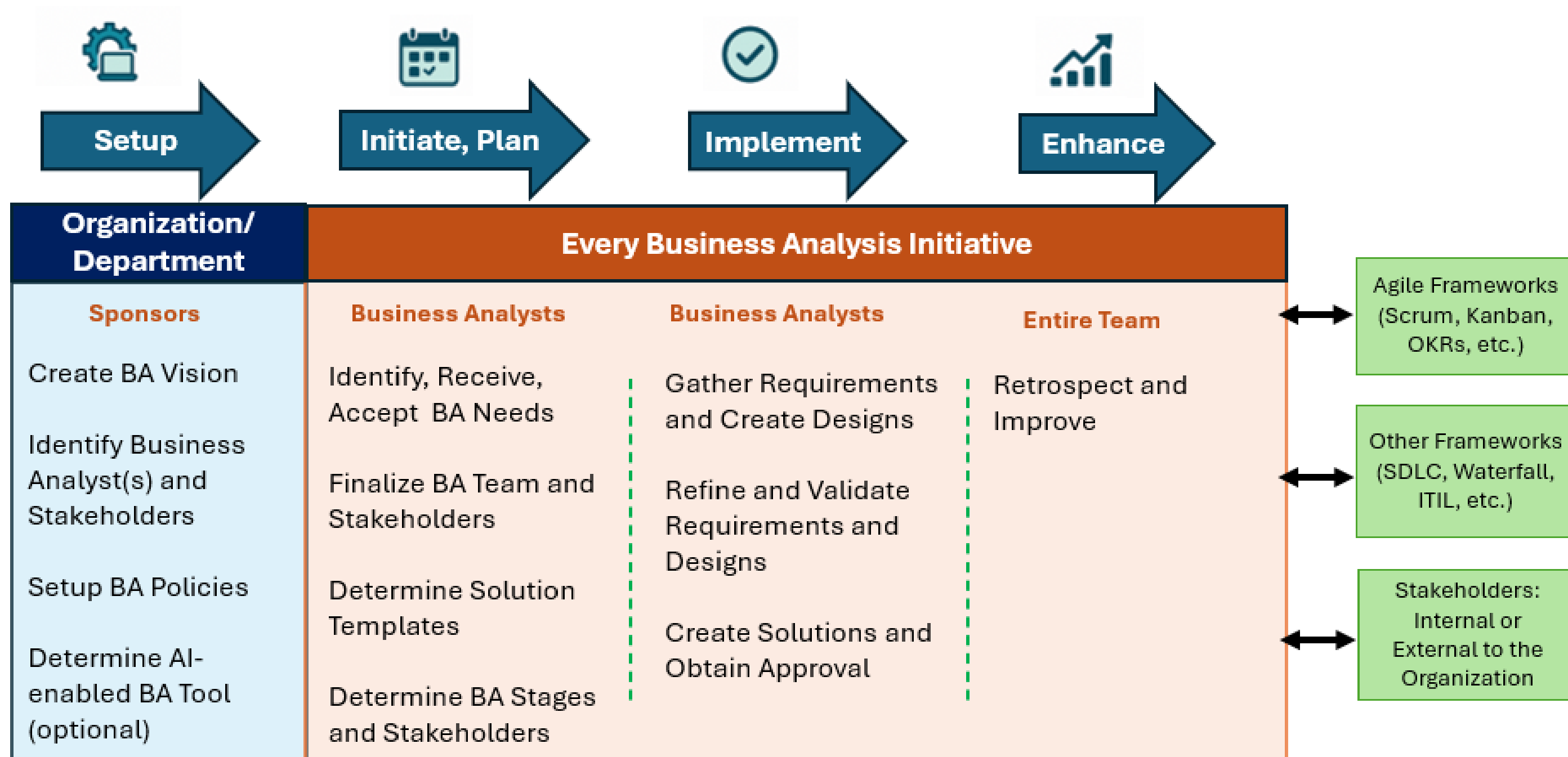
2.e Business Analysis Aspects – further study

Additional Reference and Further study:

- BARG™ Guide (Pages 25 – 62)
 - Chapter 3: Aspects
- Advanced BALearning Certifications such as BAEC™, BAPC™, BALC™, etc.



2.f Business Analysis Processes



Business Analysis processes discussed in Business Analysis Overview are sufficient for the BAFC certification.



2.f Business Analysis Processes – further study

Additional Reference and Further study:

- BARG™ Guide (Pages 63 – 264)
 - Chapter 4: Setup;
 - Chapter 5: Initiative;
 - Chapter 6: Plan;
 - Chapter 7: Implement;
 - Chapter 8: Enhance
- Advanced BALearning Certifications such as BAEC™, BAPC™, BALC™, etc.



10-minute Break

1. Webinar Format and Prerequisites
2. Understanding Business Analysis(BA) Concepts
 - a. Brief History of Business Analysis
 - b. Business Analysis Overview and Why use BA?
 - c. Why use the BARG™ Guide?
 - d. Business Analysis Principles
 - e. Business Analysis Aspects 
 - f. Business Analysis Processes 

10 minute Break



Optional – Please review the Sections 2.c, 2.d, 2.e, and 2f in the Webinar Reference Document

After the break – 10 question Quiz about Why use the BARG™ Guide, Business Analysis Principles, Business Analysis Aspects, and Business Analysis Processes

2.c,d,e,f, Why BARG? BA Principles, Aspects, Processes (Ques 1 of 10)

Quiz Question:

What is the primary purpose of Business Analysis principles in the Business Analysis Framework?

- a) To define stakeholder engagement and collaboration processes
- b) To serve as core guidelines for applying the Business Analysis Framework
- c) To establish documentation and reporting templates for analysis
- d) To identify and evaluate project risks and performance metrics

Please select the correct option. The correct answer and justification will be shown on the next slide.

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Correct Answer: b) To serve as core guidelines for applying the Business Analysis Framework

Justification:

Business Analysis principles act as the **foundation and guiding standards** for implementing the Business Analysis Framework effectively. They ensure consistency, integrity, and alignment across all Business Analysis initiatives, making them mandatory in every project.

2.c,d,e,f, Why BARG? BA Principles, Aspects, Processes (Ques 2 of 10)

Quiz Question:

What does *Value Focus* emphasize in Business Analysis?

- a) Tracking project costs and measuring financial performance across teams
- b) Delivering the highest business value by prioritizing initiatives and aligning with strategic goals
- c) Managing communication between technical teams and external stakeholders effectively
- d) Ensuring compliance with organizational policies and minimizing operational risks

Please select the correct option. The correct answer and justification will be shown on the next slide.

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Correct Answer:

- b) Delivering the highest business value by prioritizing initiatives and aligning with strategic goals

Justification:

Value Focus in Business Analysis ensures that all efforts contribute to outcomes that truly matter. It emphasizes aligning initiatives with strategic goals, prioritizing activities that provide measurable benefits, and maximizing stakeholder value efficiently.

2.c,d,e,f, Why BARG? BA Principles, Aspects, Processes (Ques 3 of 10)

Quiz Question:

What does *Holistic and Analytical Thinking* focus on in Business Analysis?

- a) Managing team performance and evaluating individual contributions effectively
- b) Creating detailed project schedules and tracking resource utilization regularly
- c) Communicating stakeholder expectations and documenting project deliverables clearly
- d) Understanding the big picture, identifying patterns, and solving problems through objective evaluation

Please select the correct option. The correct answer and justification will be shown on the next slide.

2.c,d,e,f, Why BARG? BA Principles, Aspects, Processes (Ans 3 of 10)

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Correct Answer:

- d) Understanding the big picture, identifying patterns, and solving problems through objective evaluation

Justification:

Holistic and Analytical Thinking in Business Analysis combines broad, strategic understanding with detailed, logical analysis. It enables analysts to see how various elements connect, identify underlying trends, and evaluate solutions systematically to address business problems effectively.

2.c,d,e,f, Why BARG? BA Principles, Aspects, Processes (Ques 4 of 10)

Quiz Question:

What does *Context Adaptation* emphasize in Business Analysis?

- a) Applying the same analysis process to every project regardless of context
- b) Using standardized templates and predefined reporting structures for all teams
- c) Tailoring approaches to fit the environment, culture, and goals of each project
- d) Focusing only on financial outcomes and short-term business performance

Please select the correct option. The correct answer and justification will be shown on the next slide.

2.c,d,e,f, Why BARG? BA Principles, Aspects, Processes (Ans 4 of 10)

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Correct Answer:

- c) Tailoring approaches to fit the environment, culture, and goals of each project

Justification:

Context Adaptation in Business Analysis ensures flexibility by customizing methods and tools to match each project's unique context. Instead of rigidly following a single framework, it aligns the approach with organizational culture, objectives, and situational needs for better outcomes.

2.c,d,e,f, Why BARG? BA Principles, Aspects, Processes (Ques 5 of 10)

Quiz Question:

What is the main purpose of *Business Justification* in Business Analysis?

- a) To define stakeholder responsibilities and manage communication across teams
- b) To prepare detailed project documentation and schedule project milestones
- c) To ensure every initiative has a clear purpose, measurable value, and strategic alignment
- d) To identify performance issues and create reports on project efficiency

Please select the correct option. The correct answer and justification will be shown on the next slide.

2.c,d,e,f, Why BARG? BA Principles, Aspects, Processes (Ans 5 of 10)

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Correct Answer:

- c) To ensure every initiative has a clear purpose, measurable value, and strategic alignment

Justification:

Business Justification confirms that each Business Analysis effort supports organizational strategy, delivers tangible value, and has a well-defined objective. It helps maintain focus on initiatives that contribute meaningfully to business success.

2.c,d,e,f, Why BARG? BA Principles, Aspects, Processes (Ques 6 of 10)

Quiz Question:

What does the *Business Analysis Approach* primarily focus on?

- a) Choosing between Adaptive, Predictive, or Hybrid approaches for conducting Business Analysis
- b) Managing stakeholder communication and documenting project deliverables effectively
- c) Tracking performance metrics and evaluating team productivity across business functions
- d) Creating detailed project schedules and allocating resources for implementation

Please select the correct option. The correct answer and justification will be shown on the next slide.

2.c,d,e,f, Why BARG? BA Principles, Aspects, Processes (Ans 6 of 10)

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- d) Creating detailed project schedules and allocating resources for implementation

Correct Answer:

- a) Choosing between Adaptive, Predictive, or Hybrid approaches for conducting Business Analysis

Justification:

The *Business Analysis Approach* determines the most suitable method for performing analysis—whether it's Adaptive (flexible and change-driven), Predictive (structured and plan-driven), or Hybrid (a mix of both)—based on project needs and organizational context.

2.c,d,e,f, Why BARG? BA Principles, Aspects, Processes (Ques 7 of 10)

Quiz Question:

What does *Change* primarily deal with in Business Analysis?

- a) Defining business goals and aligning them with organizational strategies
- b) Adapting to evolving needs, managing transitions, and minimizing disruption during implementation
- c) Preparing detailed financial reports and evaluating project cost-effectiveness
- d) Developing technical documentation and maintaining system performance efficiency

Please select the correct option. The correct answer and justification will be shown on the next slide.

2.c,d,e,f, Why BARG? BA Principles, Aspects, Processes (Ans 7 of 10)

Quiz Question:

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- d) Developing technical documentation and maintaining system performance efficiency

Correct Answer:

- b) Adapting to evolving needs, managing transitions, and minimizing disruption during implementation

Justification:

In Business Analysis, *Change* focuses on ensuring smooth transitions as businesses evolve. It involves adapting to new requirements, guiding stakeholders through the change process, and maintaining stability to reduce risks and disruptions during implementation.

2.c,d,e,f, Why BARG? BA Principles, Aspects, Processes (Ques 8 of 10)

Quiz Question:

What does *Risk* involve in the context of Business Analysis?

- a) Tracking project progress and measuring stakeholder satisfaction throughout delivery
- b) Preparing detailed business reports and evaluating financial performance regularly
- c) Communicating with clients and ensuring alignment between teams and project goals
- d) Identifying potential problems early and developing strategies to mitigate or manage their impact

Please select the correct option. The correct answer and justification will be shown on the next slide.

2.c,d,e,f, Why BARG? BA Principles, Aspects, Processes (Ans 8 of 10)

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Correct Answer:

- d) Identifying potential problems early and developing strategies to mitigate or manage their impact

Justification:

In Business Analysis, *Risk* management ensures proactive identification of possible issues that may hinder project success. It focuses on minimizing negative impacts through early detection, analysis, and implementation of effective mitigation or contingency plans.

2.c,d,e,f, Why BARG? BA Principles, Aspects, Processes (Ques 9 of 10)

Quiz Question:

What does *Quality* ensure in Business Analysis?

- a) That all project risks are identified and properly documented for stakeholders
- b) That communication channels are efficient between business and technical teams
- c) That every project is completed within the defined time and budget limits
- d) That solutions meet stakeholder expectations and maintain high performance and reliability standards

Please select the correct option. The correct answer and justification will be shown on the next slide.

2.c,d,e,f, Why BARG? BA Principles, Aspects, Processes (Ans 9 of 10)

Quiz Question:

What does *Quality* ensure in Business Analysis?

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- b) That communication channels are efficient between business and technical teams
- c) That every project is completed within the defined time and budget limits
- d) That solutions meet stakeholder expectations and maintain high performance and reliability standards

Correct Answer:

- d) That solutions meet stakeholder expectations and maintain high performance and reliability standards

Justification:

In Business Analysis, *Quality* focuses on delivering outcomes that align with stakeholder needs while ensuring performance, reliability, and efficiency. It confirms that the final solution adds real value and upholds the required standards throughout implementation.

2.c,d,e,f, Why BARG? BA Principles, Aspects, Processes (Ques 10 of 10)

Quiz Question:

What is the main purpose of a *Gap Analysis Report* in Business Analysis?

- a) To identify differences between the current state and the desired future state
- b) To document stakeholder communication and meeting notes for project reference
- c) To summarize project costs and compare actual versus estimated expenditures
- d) To outline team responsibilities and define reporting structures for the project

Please select the correct option. The correct answer and justification will be shown on the next slide.

2.c,d,e,f, Why BARG? BA Principles, Aspects, Processes (Ans 10 of 10)

Quiz Question:

What is the main purpose of a *Gap Analysis Report* in Business Analysis?

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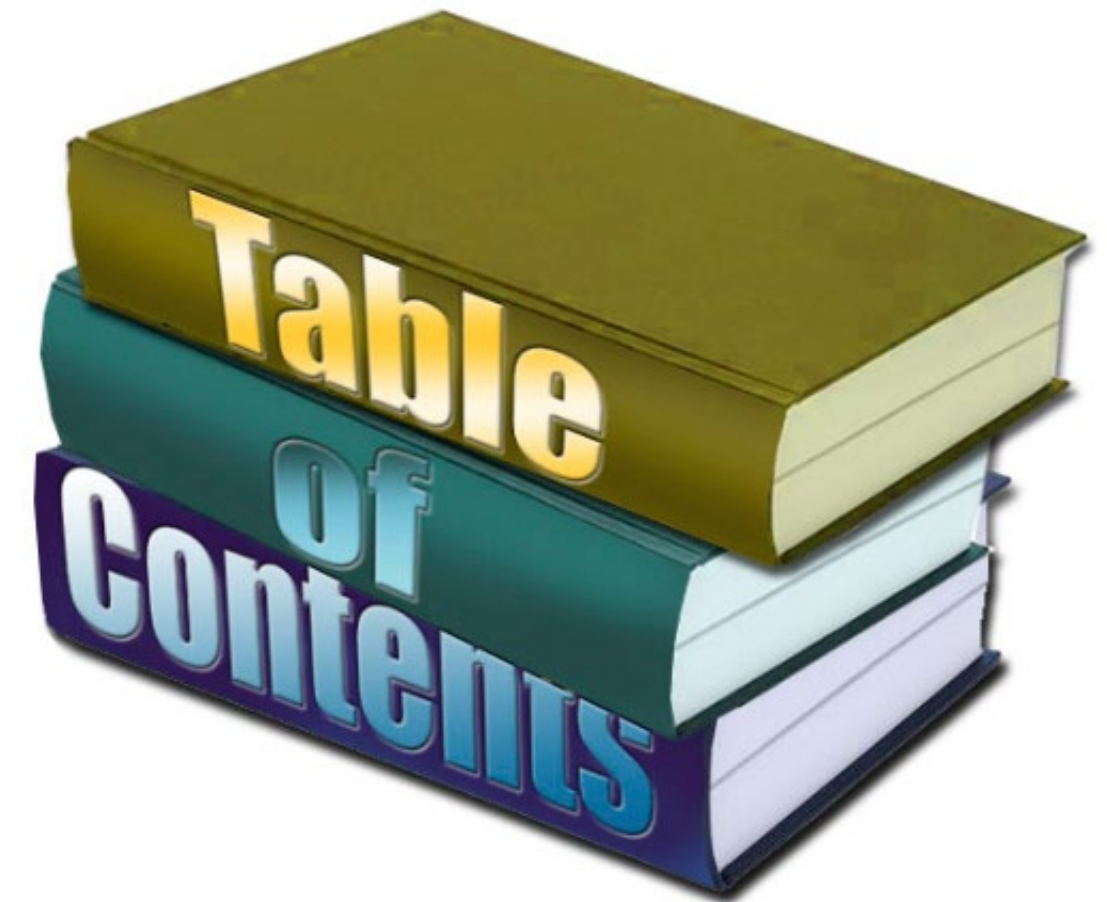
Correct Answer:

- a) To identify differences between the current state and the desired future state

Justification:

A *Gap Analysis Report* helps Business Analysts pinpoint where an organization currently stands versus where it wants to be. This comparison highlights performance gaps, enabling teams to develop strategies to bridge them effectively.

1. Webinar Format and Prerequisites
2. Understanding Business Analysis(BA) Concepts
 - a. Brief History of Business Analysis
 - b. Business Analysis Overview and Why use BA?
 - c. Why use the BARG™ Guide?
 - d. Business Analysis Principles
 - e. Business Analysis Aspects
 - f. Business Analysis Processes
3. Next Steps
4. All ready for the BAFC™ Certification!



3. Next Steps

Recommended next steps are:

1. Understand how Business Analysis works in real-life scenarios using a high-end, AI-powered SaaS tool. BALearning facilitates this through a free certification program — **Business Analysis with AI Certified (BAAIC™)** — where you will create complete Business Analysis workflows using AI and practice on a leading AI-powered SaaS platform, **Vabro.ai**.

You will learn how to apply AI to significantly increase ROI and productivity across your Business Analysis initiatives.



3. Next Steps

Recommended next steps are:

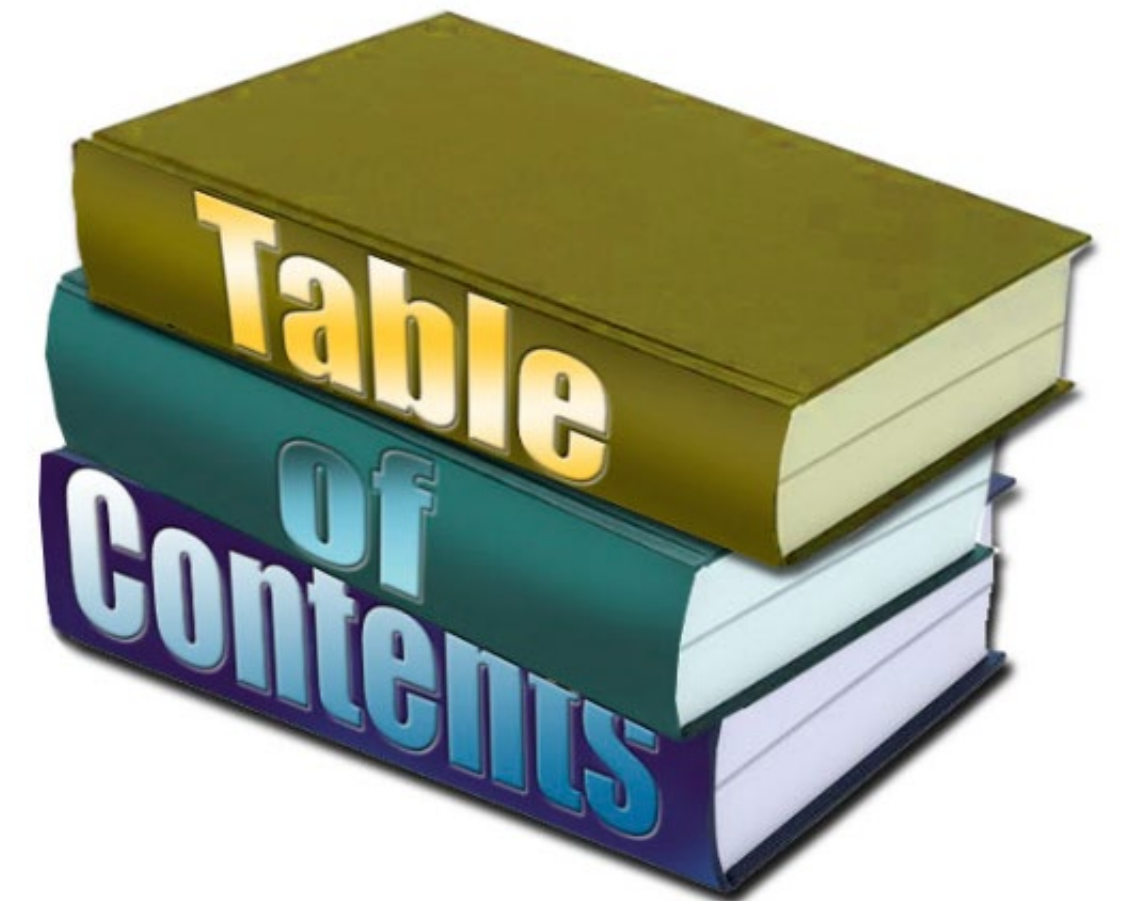
2. As you become more familiar with using Business Analysis, you may wish to explore its nuances and deeper concepts to apply it more effectively.

Consider pursuing advanced certifications and courses offered by **BA Learning**, such as **Business Analysis Professional with AI Certified (BAPC™)**, **Business Analysis Essentials with AI Certified (BAEC™)**, **Business Analysis Leader with AI Certified (BALC™)**, and more.

These programs will help you gain advanced knowledge and skill sets to apply Business Analysis with greater expertise and confidence.



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4. BAFC™ Certification

Exam Format

- Multiple choice
- 40 questions per exam
- One mark awarded for every right answer
- No negative marks for wrong answers
- 30 questions need to be answered correctly to pass
- 60 minutes duration
- Online unproctored exam

For more details about this certification exam, please visit **BA Learning.com -> Certification -> Business Analysis Fundamentals Certified (BAFC™)**

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All the best!

