Proleed
ACADEMY

Business Analysis Training Course

CURRICULUM

Module I – Introduction to Business Analysis

- What is Business Analysis?
- Roles & Responsibilities of a Business Analyst
- SDLC & STLC
- Business Analysis Lifecycle
- Waterfall vs Agile
- Business Analyst vs Product Owner vs Project Manager
- Business Domains & Career Opportunities
- BA Competencies & Skills

Module II – Stakeholder Management & Requirement Elicitation

- Stakeholder Identification
- Stakeholder Mapping
- Power-Interest Matrix
- Requirement Gathering Techniques
- Interviews
- Workshops
- Brainstorming
- Observation
- Surveys & Questionnaires
- Active Listening
- Requirement Validation
- Requirement Prioritization (MoSCoW & Kano)

Module III – Requirement Analysis & Solution Design

- Functional Requirements
- Non-functional Requirements
- Business Rules
- Assumptions & Constraints
- Gap Analysis
- Root Cause Analysis
- Process Optimization
- User Personas
- User Journeys
- Acceptance Criteria
- Requirement Traceability Matrix (RTM)

Module IV – Business Process Modeling

- Introduction to Microsoft Visio
- Flowcharts
- Swimlane Diagrams
- BPMN Basics
- UML Basics
- Use Case Diagram
- Activity Diagram
- ER Diagram
- Context Diagram
- Business Process Mapping
- As-Is & To-Be Processes
- Sharing & Collaboration

Module V – Wireframing & Prototyping

- UI/UX Basics for Business Analysts
- Low Fidelity Wireframes
- High Fidelity Wireframes
- Interactive Prototypes
- Mobile App Wireframes
- Web Application Wireframes
- Component Libraries
- Client Review Process
- Developer Handoff

Module VI – Business Analysis Documentation

Documentation

- BRD
- FRD
- SRS
- User Stories
- Use Cases
- Business Rules Document
- RTM
- Change Request
- Impact Analysis
- Decision Log
- Meeting Minutes (MoM)

Module VI – Business Analysis Documentation

Tools

- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint
- SharePoint
- Confluence

Module VII – Agile Business Analysis

- Agile Principles
- Scrum Framework
- Sprint Lifecycle
- Product Backlog
- Sprint Backlog
- User Stories
- Story Points
- Estimation
- Definition of Ready
- Definition of Done
- Sprint Planning
- Sprint Review
- Sprint Retrospective
- Daily Stand-up

Module VII – Agile Business Analysis

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- Project Creation
- Epics
- Stories
- Tasks
- Bugs
- Sprint Board
- Dashboards
- Filters
- Reports

Module VIII – SQL for Business Analysts

- Database Concepts
- SELECT
- WHERE
- GROUP BY
- ORDER BY
- HAVING
- JOIN
- CASE
- Subqueries
- SQL for UAT
- SQL for Data Validation
- SQL for Production Support

Module IX – Microsoft Excel for Business Analysts

- Advanced Formulas
- Lookup Functions
- Conditional Formatting
- Pivot Tables
- Charts
- Dashboards
- Data Cleaning
- Power Query
- Business Reporting

Module X – Power BI

- Data Import
- Data Modeling
- Power Query
- DAX Basics
- Relationships
- KPI Dashboard
- Executive Dashboard
- Publishing
- Row-Level Security

Module XI – Tableau

- Tableau Interface
- Visualizations
- Filters
- Parameters
- Dashboards
- Storytelling
- Publishing
- Tableau vs Power BI

Module XII – API Fundamentals for Business Analysts

- What is an API?
- REST APIs
- JSON Basics
- HTTP Methods
- Request vs Response
- Authentication Basics
- Reading API Documentation
- Introduction to Postman
- API Testing Basics

Module XIII – Testing & UAT

- Testing Types
- BA Role in Testing
- Test Scenarios
- Test Cases
- Defect Lifecycle
- Bug Reporting
- UAT Planning
- UAT Execution
- Sign-off Process

Module XIV – Microsoft 365 Collaboration

- Microsoft Teams
- Outlook
- OneDrive
- SharePoint
- Word Collaboration
- Excel Collaboration
- PowerPoint Collaboration
- Document Version Control
- Meeting Scheduling
- File Permissions

Module XV – End-to-End Industry Projects

- Requirement Gathering for an E-Commerce App
- Process Modeling for an HR Onboarding Workflow
- Writing a BRD for a CRM System
- Dashboard Building for Sales Team
- Conducting a Stakeholder Interview (Role Play)
- Agile User Story Writing
- Building a Gap Analysis Report
- Creating a Use Case Diagram
- Creating a Process Map using Lucidchart
- Writing and Running SQL Queries
- Conducting a UAT Session
- Final Report Submission and Presentation

Module XVI – Capstone Project & Career Preparation

- Full Lifecycle BA Project Execution
- Stakeholder Interview Simulation
- Documentation of BRD, Use Cases, Diagrams
- Dashboard or Report Creation (Power BI/Tableau)
- Testing and UAT Sign-off
- Final Presentation of BA Project
- Resume Building for Business Analyst Jobs
- LinkedIn Profile Optimization
- Interview Q&A Practice (BA Role-Based)
- Freelance/Consulting Career Guidance
- Portfolio Building for Job Applications

Business Analysis Training Course

Schedule

Duration

4 Months

(16 Weeks)

Training Schedule

Weekdays Training

Monday to Friday

Weekend Training

Saturday & Sunday

Daily / Weekly Session

Live Online Instructor Led Session



Business Analysis Training Course Fee

Limited Time Offer

Currency	Code	Offer Price	Regular Price
US dollar	USD	**850**	~~1300~~
Canadian dollar	CAD	**1150**	~~1600~~
Australian dollar	AUD	**1280**	~~1800~~
Sterling pound	GBP	**660**	~~1050~~
New Zealand dollar	NZD	**1320**	~~1900~~
Indian rupee	INR	**65,000**	~~95,000~~

Fee is inclusive of all applicable taxes and include examination and certification fee.

No other hidden charges of any type.

Thank You!

Thank you for downloading our curriculum! We're excited to be part of your learning journey. Feel free to reach out if you need more information.

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