

Identifying and Managing Successful Requirements

Length
2 days

Price
\$1980.00 (inc GST)

Overview

This course is now two days instead of three! It's also part of our 5-day [Mastering Business Analysis - Remastered](#) course which usually runs in parallel, so you can choose to undertake these 2 days or the full 5 days.

By mastering the project requirements process, business analysts and project managers can better manage customers' expectations and satisfy their needs. Requirements discovery is the first step to a successful project.

This course focuses on the skills necessary to thoroughly gather requirements from stakeholders, procedures, system components, and various business documents. Quality requirements statements are the next step in a successful project. This course provides the best practices to write specific, measurable, achievable, realistic, and traceable, requirements statements.

Finally, requirements must be properly communicated, validated and signed off to achieve a successful project outcome. By the end of this course, participants will have accomplished all three. Overall the course is designed to give participants the skills, hands-on application and confidence they need to tackle any project by producing and gaining approval for a quality requirements document.

This course is consistent with definitions and principles from the IIBA's *Guide to the Business Analysis Body of Knowledge* (BABOK® Guide).

We encourage all clients to take advantage of the pre- and post-assessment aligned to this program. Please ask your account manager for more information about the workshop assessments.

Industry Association Recognition

International Institute of Business Analysis (IIBA)

- Credit Hours: 14 hours
- Continuing Development Units (CDUs): 14 CDUs

Skills Gained

Discover How To

- Apply concepts and techniques applicable to any tool or methodology
- Elicit and capture stakeholders' requests and turn them into requirements
- Write high quality business, functional and non-functional requirements
- Communicate, validate and gain sign off on the requirements document

Competencies

- Enterprise Analysis
 - Define Business Needs
 - Define Solutions Scope
 - Define Business Case
- Business Analysis Planning and Monitoring
 - Plan Business Analysis Approach

- Elicitation
 - Conduct Elicitation Activities
 - Document Elicitation Results
 - Confirm Elicitation Results
 - Requirements Management and Communication
 - Manage Solution Scope and Requirements
 - Manage Requirements Traceability
 - Prepare Requirements Package
 - Communicate Requirements
 - Requirements Analysis
 - Organise Requirements
 - Specify and Model Requirements
 - Verify Requirements
 - Validate Requirements
 - Solution Assessment and Validation
 - Define Transition Requirements
 - Underlying Competencies
 - Business Knowledge
 - Communication Skills
 - Techniques
 - Data Dictionary and Glossary
 - Non-Functional Requirements Analysis
 - Requirements Workshops
 - Scenarios and Use Cases
 - Scope Modeling
 - Structured Walkthrough
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Key Topics

Requirements Process

- Recognise the cost of bad requirements
- System Development Life Cycle
- As-is and to-be analysis work
- The discovery process
- Correlate project size to requirements analysis
- Plan requirements work
- Perform an enterprise analysis overview

Requirements Essentials

- Requirements best practices
- Define the types of requirements
- Requirements grammar
- Differentiate requirements statements from design statements
- Write measurable requirements for success and testability
- Requirements documentation components

Business Case

- Recognise the components of business requirements
- Define system scope using a context diagram
- Write business requirements and draw a context diagram for the case study

Stakeholder Requirements

- Best practices for stakeholder interactions
- Identify the various people involved in requirements

- Requirements elicitation techniques
- Requirements tracing
- Facilitated requirements session
- Document stakeholder requirements for further development

Functional Requirements

- Functional requirements and functions
- Identify where functional requirements come from
- Turn stakeholder requirements into functional requirements
- Use Case components
- Turn a Use Case into functional requirements
- Turn artifacts into functional requirements
- Determine the correct level and format for functional requirements

Non-Functional Requirements

- Non-functional requirements
- Learn how to build non-functional requirements from stakeholder and functional requirements
- Build non-functional requirements from business rules

Requirements Communication


- Best practices for effective requirements communication
- Requirements validation meeting
- Verify requirements with identified stakeholders
- Justify and interactively update requirements statements
- Gain sign-off approval to continue with design work

Target Audience

Those who need an advanced and detailed approach to defining business/technical requirements and implementing new processes or methodologies.

We can also deliver and customise this training course for larger groups – saving your organisation time, money and resources. For more information, please contact us on 1800 853 276.

Prerequisites

Successful completion of DDLS' Fast Start in Business Analysis course 

The supply of this course by DDLS is governed by the booking terms and conditions. Please read the terms and conditions carefully before enrolling in this course, as enrolment in the course is conditional on acceptance of these terms and conditions.

