

BABOK® V3 Study Group Syllabus

The International Institute of Business Analysis (IIBA®) Australia Chapter offers you an opportunity to participate in a BABOK® V3 study group.

Target Audience

The BABOK® study group may be suitable for you if you:

- Have business analysis exposure or experience and
 - Are planning to pursue IIBA Certification and / or
 - Would like to work collaboratively with others to develop your understanding of the BABOK® Version 3.

Study Group Purpose

- To provide a structured and shared experience to learn the content of the Business Analysis Body of Knowledge version 3 (BABOK®)
 - Knowledge Areas;
 - Techniques;
 - Underlying Competencies and
 - Perspectives.
- To identify practices that may enhance your own Business Analysis performance.
- To share experiences and challenges to achieve greater understanding of how achieve success as a Business Analyst
- To help prepare for IIBA certification (ECBA or CCBA level)

Learning Objectives

1. Participants will achieve a demonstrated understanding of the BABOK® Version 3 content and know how to use the BABOK® for reference.
2. Participants will have support from experienced IIBA volunteers to aid them with the IIBA® certification application process and examination.

Participant

Participants must be individual members of IIBA Australia.

Pre-requisites

- You must be a member of IIBA® (Global) before becoming an IIBA® Australia Chapter member. To become a member of the IIBA® you need to register and submit the online application which can be found at: <http://www.iiba.org>
- To join or renew your Australian Chapter membership [Renew or Join IIBA Australia](#)

Participants must sign up to a copyright agreement which prohibits sharing the material from the study group with anyone outside of the study group they attend.

Participant Commitment

Participants are expected to:

- Prepare for each session by pre-reading the topic and related techniques.
- Contribute to discussion during the session and to any online discussion forum hosted for the study group.
- **Create and deliver presentation for one of the sessions**

Participants will be allocated into a team of one or two members.

- **Create and present one session on allocated topic and related techniques - content, including presentations will be made available to all other study group participants.**
- **Facilitate the discussion of for that session.**

Session Agenda

In general each session will follow:

<i>Item</i>	<i>Responsible</i>	<i>Time</i>
Participant attendance recorded & Previous session Recap	Study Group Facilitator	10
Topic presentation and discussion	Assigned Team	40
Break		5
Related techniques presentation and discussion	Assigned Team	30
Topic quiz	Study Group Facilitator	15
Topic quiz review & discussion & Certification Support	Study Group Facilitator	20
Total		120

Logistics

Groups: See local IIBA branch for study group event schedule <https://australia.iiba.org/>
Group size: Limited to 18 per group.
Sessions: 12 X 120 Minute sessions
Venue: Check with your local IIBA branch

Credits

Participants can earn up to 30 IIBA® Professional Development (PD) Hours / Continuing Development Units (CDUs)

Credits Eligibility

To be eligible for credits participants will need to:

- Attend and contribute in sessions
 - Attendance is recorded at the beginning of the session only, as per IIBA® credit rules. (2 PDUs / session)
 - Need to attend a minimum of 9 sessions to obtain a certificate.
 - Prepare for each session and participate in discussions
- Participate in topic tests administered by the Study Group Facilitator
- Create and present one session topic and related techniques (6 PDUs)

Cost

\$220 per study group participant (Inclusive of 10% GST)

Discount 25% to employees of organisation who have provided the venue (if applicable)

Please note

Study group participation is not transferrable.

Prices are effective from 1st October 2016 until further notice

Registration

Via EventBrite

Future schedule

Additional study groups will be coordinated, please register your interest with your local branch and include availability. You will then be contacted when a suitable study group is arranged.

<https://australia.iiba.org/>

<i>Session Topic</i>	<i>Topic Presentation Discussion</i>	<i>BABOK® Techniques Discussion</i>	<i>Responsible</i>
1 General Chapter 1 - Introduction Chapter 2 - Core Concepts Part 1	<ul style="list-style-type: none"> ◆ Study Group operation and resources – Case study, templates, resources ◆ Introduction ◆ BACCM 		Study Group Facilitator
2 General Chapter 2 Core Concepts Part 2 Chapter 9 – Underlying Competencies	<ul style="list-style-type: none"> ◆ Review study group operation ◆ Requirements & Design ◆ Analytical Thinking and Problem Solving ◆ Behavioural Characteristics ◆ Business Knowledge ◆ Communication Skills ◆ Interactive Skills ◆ Tools and Technology 		Study Group Facilitator
3 Chapter 6 – Strategy Analysis	<ul style="list-style-type: none"> ◆ Analyse current State ◆ Define Future State ◆ Assess Risks ◆ Define Change Strategy 	<ul style="list-style-type: none"> ◆ Concept Modelling ◆ Decision Modelling ◆ Functional Decomposition ◆ Scope Modelling ◆ Business Capability Analysis ◆ Financial Analysis 	Session 3 Team
4 Chapter 8 - Solution Evaluation	<ul style="list-style-type: none"> ◆ Measure Solution Performance ◆ Analyse Performance Measures ◆ Assess solution Limitations ◆ Assess Enterprise Limitations ◆ Recommend Actions to Increase Solution Value 	<ul style="list-style-type: none"> ◆ Benchmarking and Market Analysis ◆ Data Mining ◆ Risk Analysis & Management ◆ Root Cause Analysis 	Session 4 Team
5 Chapter 4 - Elicitation & Collaboration	<ul style="list-style-type: none"> ◆ Prepare for Elicitation ◆ Conduct Elicitation ◆ Confirm Elicitation Results ◆ Communicate Business Analysis Information ◆ Manage Stakeholder Collaboration 	<ul style="list-style-type: none"> ◆ Collaborative Games ◆ Document Analysis ◆ Focus Groups ◆ Observation ◆ Prototyping 	Session 5 Team
6 Chapter 7 - Requirements Analysis & Design Part 1	<ul style="list-style-type: none"> ◆ Specify and Model Requirements ◆ Verify Requirements ◆ Validate Requirements 	<ul style="list-style-type: none"> ◆ Acceptance and Evaluation Criteria ◆ Data Dictionary ◆ Metrics and Key Performance Indicators ◆ Sequence Diagrams ◆ State Modelling 	Session 6 Team
7 Chapter 7 - Requirements Analysis & Design Part 2	<ul style="list-style-type: none"> ◆ Define Requirements Architecture ◆ Define Design Options ◆ Analyse Potential Value and Recommend Solution 	<ul style="list-style-type: none"> ◆ Brainstorming ◆ Business Model Canvas ◆ Data Modelling ◆ SWOT Analysis ◆ Vendor Assessment 	Session 7 Team

<i>Session Topic</i>	<i>Topic Presentation Discussion</i>	<i>BABOK® Techniques Discussion</i>	<i>Responsible</i>
8 Chapter 5 - Requirements Life Cycle Management	<ul style="list-style-type: none"> ◆ Trace Requirements ◆ Maintain Requirements ◆ Prioritise Requirements ◆ Assess Requirements Changes ◆ Approve Requirements 	<ul style="list-style-type: none"> ◆ Business Rules Analysis ◆ Dataflow Diagrams ◆ Estimation ◆ Prioritisation ◆ Use Cases & Scenarios 	Session 8 Team
9 Chapter 3 - Business Analysis Planning & Monitoring Part 1	<ul style="list-style-type: none"> ◆ Plan Business Analysis Approach ◆ Plan Stakeholder Engagement ◆ Identify Business Analysis Performance Improvements 	<ul style="list-style-type: none"> ◆ Lessons Learned ◆ Organisational Modelling ◆ Stakeholder List. Map or Personas ◆ Survey or Questionnaire ◆ Workshops 	Session 9 Team
10 Chapter 3 - Business Analysis Planning & Monitoring Part 2	<ul style="list-style-type: none"> ◆ Plan Business Analysis Governance ◆ Plan Business Analysis Information Management ◆ Identify Business Analysis Performance Improvements 	<ul style="list-style-type: none"> ◆ Interviews ◆ Item Tracking ◆ Process Modelling ◆ Reviews 	Session 10 Team
11 Agile Business Intelligence Information technology		<ul style="list-style-type: none"> ◆ Backlog Management ◆ Glossary ◆ User Stories ◆ Mind Mapping ◆ Interface Analysis 	Session 11 Team
12 Business Architecture Business Process management		<ul style="list-style-type: none"> ◆ Balanced Scorecard ◆ Business Cases ◆ Non Functional Analysis ◆ Decision Analysis ◆ Process Analysis 	Session 12 Team

Study Group Attendee Name	
Session Presentation & Date	
Study Group Facilitator Name	
Study Group Registration Id	

I have read the study group syllabus and agree to the terms for study group certificate and credits
 Study Group Attendee
 Signature & date: _____

____/____/____