

Scandinavian Academy Training Center

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Riyadh - Al Khaleej District - Sheikh Abdul Aziz Bin Abdul Rahman Bin Bishr Street - 13223 - Office No. 5 | P.O.BOX : 13224

Course: Business Analysis within a Project Environment

Code	City	hotel	Start	End	price	Language - Hours
PM-292SA	Dammam	Hotel Meeting Room	2027-08-01	2027-08-05	12950 SR	En - 25

Introduction

Today’s organisation deals with ever increasing levels of complexity and the ever increasing speed of change. In order to achieve maximum effectiveness managers must continually sharpen their skills. In this programme you will study how to:

- Understand and apply best practices of the business analysis discipline
- Conduct a business-needs analysis to elicit stakeholder requirements
- Utilise methods, tools and techniques to identify issues and opportunities
- Develop effective requirements and communication plans
- Prepare, manage and implement solution assessment and validation

Objectives

- Understand how a business analyst acts as an intermediary managing the interests and needs of both the business/project management and IT communities
- Learn how to use a systematic approach based on “A Guide to the Business Analysis Body of Knowledge® (BABOK® Guide)” Version 2.0 and “A Guide to the Project Management Body of Knowledge (PMBOK® Guide)” 5th Edition
- Understand and apply the systematic framework for conducting business analysis activities through the phases of the business analysis life cycle
- Provide best practices and theory with practical tools and techniques that can be

applied immediately in your own organisation

Contents

Day One : Business Analysis Planning Monitoring

- Business Analysis and Project Management contexts
- Key Concepts and Knowledge Areas
- Introduction to Tasks and Techniques
- Sources of Business Analysis Information
- Business Analysis as part of a Project Plan
- Identify, analyse and communicate with relevant Project Stakeholders
- Determining activities, deliverables, resources and measures
- Define how to approve requirements and manage scope changes
- How to track, assess, and report on the quality of work

Day Two : Requirements Elicitation Management

Communication

- How to ensure requirements are clear, correct and consistent
- How to draw information out of stakeholders
- Recording and confirming the information provided by stakeholders
- Managing Stakeholder Consensus for Scope & Requirements
- Manage objectives, requirements, deliverables, & components relationships
- Manage post-implementation knowledge of requirements
- Ensure requirements are understood, and usable, by stakeholders
- Managing productive workshops and making effective presentations

Day Three : Enterprise Analysis Requirements Analysis

- Identify and define why organisational change is required

- Identifying Needs for New Capabilities
- Defining solution scope and prepare the business case
- Does the Business Case justify investment required to deliver proposed solution
- Prioritizing and Organizing Requirements
- Specifying and Modelling Requirements
- Defining Assumptions and Constraints
- Verifying and Validating Requirements
- Solution Assessment & Validation

Day Four : Developing Business Analysis and Project Capabilities

- Analytical Thinking and Problem Solving
- Behavioural Characteristics
- Business Knowledge
- Communication Skills
- Interaction and Conflict Resolution Skills
- Risk, responsibility, and skills analyses
- Time Management
- Case Study

Day Five : Business Analysis and Project Management

- Project Scope, Schedule and Metrics
- Team Development
- Power and Influence
- Business Analysis in a Project Environment
- Personal Planning
- Commitment to Action

The Scandinavian Academy for Training Center adopts the latest scientific and professional methodologies in training and human resource development, aiming to enhance the efficiency of individuals and organizations. Training programs are delivered through a comprehensive approach that includes:

- Theoretical lectures supported by PowerPoint presentations and visual materials (videos and short films).
- Scientific evaluation of participants before and after the program to measure progress and knowledge acquisition.
- Brainstorming sessions and practical role-playing to simulate real-life scenarios.
- Case studies tailored to align with the training content and participants work nature.
- Assessment tests conducted at the end of the program to evaluate the achievement of training objectives.

Each participant receives the training material (both theoretical and practical) in printed form and saved on a CD or flash drive. Detailed reports, including attendance records, final results, and overall program evaluations, are also provided.

Training materials are prepared professionally by a team of experts and specialists in various fields. At the end of the program, participants are awarded a professional attendance certificate, signed and accredited by the Scandinavian Academy for Training Center.

Program Timings: 9:00 AM to 2:00 PM

The program includes:

- A daily buffet provided during the sessions to ensure participants comfort.
- A closing ceremony on the final day to distribute certificates and celebrate participants achievements.
- **Note: All prices are exclusive of 15% Value Added Tax (VAT).**

Our Success Partners

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