

OVERVIEW



Business Analysis is experiencing unprecedented growth and recognition as a profession. A consequence of this growth is increased reliance upon business analysis to deliver effective projects, and the need to professionally recognise genuine business analysis skills and abilities. As companies increasingly adopt business analysis frameworks and practices into their businesses, the demand for knowledgeable practitioners increases globally.

The International Institute of Business Analysis (IIBA) sponsors a business analysis certification program. The purpose and goal of this certification program is the development, maintenance, evaluation, promotion and administration of a rigorous, examination-based, professional certification of the highest calibre – the Certified Business Analysis Professional (CBAP) credential.

PM-Partners CBAP Preparation Workshop provides the certification preparation required in order to obtain the globally recognised CBAP from the IIBA.

Our intention is not to teach participants how to perform business analysis tasks or produce BA deliverables, but to guide you through the certification process, and prepare you for the CBAP exam.

This course was written and is delivered by practising CBAPs.

Course participants receive:

- An e-copy of an all inclusive CBAP Toolkit.
- A comprehensive course manual covering the entire BABOK.
- 310 Practice Exam questions and answers, plus a consolidated 150 question Practice Exam with answers.
- An e-copy and printed copy of the BABOK.

WORKSHOP OBJECTIVE

To prepare experienced business analysts for the task of passing the CBAP certification exam, with a minimum of disruption to current work duties.

TARGET AUDIENCE

This workshop is designed for:

- Experienced Business Analysts wishing to obtain the CBAP certification.

PREREQUISITES

Participants should:

- Be practicing business analysts.
- Ideally have recently completed a Business Analysis course aligned with the IIBA's Business Analysis Body of Knowledge (BABOK).

PRE-COURSE WORK

There is currently no pre-course work for this program.

EXAM PREPARATION

During the program, participants will be able to assess their ability to successfully pass the exam by completing practice exam questions. Ultimately, attainment of certification provides conclusive assessment.

**CERTIFICATION &
EXAMINATION**

The CBAP exam was released in November 2006 and based on the BABOK v1.6. All courseware is based on this version of the BABOK, the CBAP Exam will not be updated to reflect BABOK v2.0 until 2009.

All participants will be encouraged to apply to sit the CBAP exam at the conclusion of the course, if they have not already done so.

The CBAP exam:

- The exam is currently paper based, however the exam will go online by July 2008.
- Candidates will be allocated 3.5 hours to complete the exam.
- There will be 150 multiple choice questions, each with four possible answers.
- Some questions will be comprehension oriented (eg. Definition and recall based on the BABOK), others will be situational (eg. Given a scenario, which is the best course of action).
- Candidates will be informed by the IIBA of their result within 30 days.

DELIVERY

All workshops may be conducted onsite or at our premises, with experienced facilitators providing group and / or individual instruction. Training is provided through hands-on learning, relevant exercises and the provision of a participant handbook.

Our participants receive email support throughout the study process and are also entitled to complementary telephone consultation / advice within 60 days of workshop completion.

ACKNOWLEDGEMENT

PM-Partners acknowledges the following registered trademarks owned by the International Institute of Business Analysis:

- IIBA™ International Institute of Business Analysis.
- CBAP™ Certified Business Analysis Professional.
- BABOK™ Business Analysis Body of Knowledge.



PM-Partners is an International Associate Sponsor of the IIBA, and a Charter Endorsed Education Provider. This course has been specifically endorsed by the IIBA.

**21 PROFESSIONAL DEVELOPMENT
UNITS (PDU) AWARDED**

PM-Partners is a Global PMI (Project Management Institute) Registered Education Provider.



Participants who have been awarded the Project Management Professional Certification (PMP®) by the Project Management Institute are eligible to earn 21 PDUs for their participation in this workshop.

Workshop Content Summary

- Introduction and Overview
 - The IIBA
 - The BABOK
 - The CBAP certification
 - The application and certification process
 - Important downloads
 - CBAP exam overview
 - Future directions
- Introduction to the BABOK
 - Core concepts of business analysis
 - The body of knowledge in context
 - BABOK high level summary
 - Glossary
- Enterprise Analysis
 - Summary
 - Definition
 - Overview and walkthrough
 - Practice exam questions
- Requirements Planning and Management
 - Summary
 - Definition
 - Overview and walkthrough
 - Practice exam questions
- Requirements Elicitation
 - Summary
 - Definition
 - Overview and walkthrough
 - Practice exam questions
- Requirements Analysis and Documentation
 - Summary
 - Definition
 - Overview and walkthrough
 - Practice exam questions
- Requirements communication
 - Summary
 - Definition
 - Overview and walkthrough
 - Practice exam questions
- Solution Assessment and Validation
 - Summary
 - Definition
 - Overview and walkthrough
 - Practice exam questions
- Consolidated Practice Exam
- Underlying Fundamentals
- Appendices 1 - 3: Practice Exam Answers and Response Sheets, CBAP Application Form, BABOK version 2.0 Framework