



**NEW BABOK GUIDE V3 TRAINING IS THERE!**

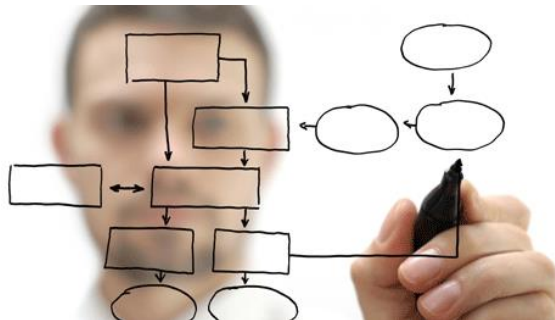
## **Business Analyst**

**International Certification Preparation Course**

**CBAP**<sup>®</sup> (Certified Business Analysis Professional)

**Or**

**CCBA**<sup>®</sup> (Certification of Competency in Business Analysis)



**2018**



## Business Analyst

The Business Analyst masters the processes related to the analysis of complex organizational problems and development as well as the methods, techniques, and social competencies instrumental in change management. The Business Analyst must have a good knowledge of business administration in order to make pertinent and quantitative recommendations taking into account enterprise governance, and corporate performance management factors.

## Business Analysis certifications from IIBA

The certification in Business Analysis is delivered by the **IIBA**<sup>®</sup>-International Institute of Business Analysis, who published the Guide to Business Analysis Body of Knowledge (**BABOK**<sup>®</sup> Guide) is a globally recognized standard for practice of business analysis. The Guide describes business analysis areas of knowledge. There are two certifications:

### **CBAP**<sup>®</sup> (Certified Business Analysis Professional)

- **Professional experience** : must demonstrate at least 7500 hours of hands-on Business Analysis experience over the last 10 years
- **Breadth of Business Analysis Knowledge** : must demonstrate at least 900 hours in 4 of 6 knowledge areas
- **Education**: must possess a high school diploma or equivalent
- **Professional development**: must have attended a minimum 21 hours pertinent training course over the last 4 years

### **CCBA**<sup>®</sup> (Certification of Competency in Business Analysis)

- **Professional experience** : must demonstrate at least 3750 hours of hands-on Business Analysis experience over the last 7 years
- **Breadth of Business Analysis Knowledge** : must demonstrate at least 900 hours in 2 of 6 knowledge areas
- **Education**: must possess a high school diploma or equivalent
- **Professional development** : must have attended a minimum 21 hours pertinent training course over the last 4 years

**IIBA**<sup>®</sup> (International Institute of Business Analysis). Is an international non-profit organization that has created a professional framework to enable Business Analysts to get domestic and international recognition regarding a code of conduct and commonly accepted best practices inspired by the PMI (Project Management Institute). The latter organization counts nowadays more than 25 000 members spread in more than 80 countries. IIBA Geneva is the IIBA chapter for the French speaking part of Switzerland.

The primary purpose of the **BABOK**<sup>®</sup> **Guide V3** is to define the profession of business analysis. It describes business analysis areas of knowledge, their associated activities and tasks, and the skills necessary to be effective in their execution. As such it reflects real life best practices used presently by Business Analysts in their profession. The BABOK Guide V3 was developed and approved by experienced professionals: <https://www.iiba.org/babok-guide.aspx>



## The course outline

- **A 10 days course including one day exam and presentation**
- Trainer is certified both **CBAP and FSEA**

## Learning objectives

At the end of the course, the students will have **learned the contents of the BABOK, familiarized with proven techniques that enable them to organize, structure, and optimize their** daily work. They will also get to know and apply the tasks. They will have **performed practical exercises and case studies** by means of an enterprise project either individually or in group on a real life subject of their choice or present the results. They will have **responded to a multiply choice questionnaire of 2h30** and **obtained an ASO certificate** provided they exceed a 60 % pass rate mark.

## Target audience

All persons willing to acquire an exhaustive knowledge in Business Analysis. Those willing to obtain a recognized professional certificate. Business Analysts, System Business Analysts, Systems Analysts, Technical Analysts, Requirement engineers, Reporting, Project, Process Analysts as well as IT professionals, Organizational Specialists, Product Managers, Product Owners, various staff in Project Management.

## Content of training

### Easter 2018 session

- |   |                                    |
|---|------------------------------------|
| 1. Fundamentals in Business Analysis (3 days) | ▪ Module 1 : <b>17-18-19 April</b> |
| 2. Requirement engineering (3 days)           | ▪ Module 2: <b>15-16-17 May</b>    |
| 3. Solutions and techniques (3 days)          | ▪ Module 3 : <b>19-20-21 June</b>  |
| 4. Exam and presentation (1 day)              | ▪ Module 4: <b>10 July</b>         |

**Registration deadline:** 2 April



## Autumn 2018 session

1. Fundamentals in Business Analysis (3 days)
  2. Requirement engineering (3 days)
  3. Solutions and techniques (3 days)
  4. Exam and presentation (1 day)
- Module 1 : **25-26-27 September**
  - Module 2: **23-24-25 October**
  - Module 3 : **27-28-29 November**
  - Module 4: **11 December**

**Registration deadline** : 7 September

## Conditions

- **Course price** : CHF 6'350.- (coffee and book included) lunch excluded
- **Schedule** : 08.30-12.00 / 13.30-17.30

## ASO /Participation Certificates

At end of this course, the participants will receive a participation certificate and/or an ASO Certificate in case they passed the exam.



## Swiss Association for Organizational Management (SAM)

Founded in 1986, the SAM has the following goals:

- Experience sharing among Organizational management specialists, professionals in private or public sectors interested in matters related to organizational effectiveness in corporations, project management, quality management and coaching
- Learning and continuous improvement
- Development and collaboration between science and the real world in the domain of organizational theory

ASO has founded the first professional school in the French part of Switzerland in the domain of organizational management. A profession was hereby created and developed on a solid basis, now recognized by Federal Certificate (brevet) or Diploma.

Since a couple of years, SAM has beefed up its course offering with courses in **Project Management**, leading to an **IPMA** certification, training in **Process Management** leading to the international **CBPP** certification as well as in **Business analysis** leading to the international **CBAP** certification. As of recently, it proposes as well as Sigma Yellow Belt course in addition to a course on HERMES 5 in view of getting certified in HERMES 5 Foundation and Advanced.

SAM also organizes many events (evening debates, workshops, conferences, etc.) covering various professional related subjects.

For more information, please visit our website: [www.aso-organisation.ch](http://www.aso-organisation.ch)

Or contact us:

### **ASO - Association Suisse d'Organisation et de Management**

Av. Benjamin Constant 1

1003 Lausanne

Phone: 022/362.90.40

E-mail: [info@aso-organisation.ch](mailto:info@aso-organisation.ch)

