



Eliciting & Documenting Requirements Business Analysis

What You Will Learn

- Practice new tools and techniques that will strengthen elicitation and collaboration results
- Develop a framework for improved stakeholder collaboration
- Maintain stakeholder engagement and commitment through requirements elicitation and documentation
- Identify and create use cases and user stories
- Write effective requirements
- Ensure focus on business value delivery

Seminar Outline

I. The Strategy-Focused Organization

- Background: the need to think strategically
- Linkage to the Balanced Scorecard

II. Good Requirements

- Business rationale
- Requirements classification
- Creating the road map

III. Elicitation and Collaboration

- Understanding the difference
- Stakeholder analysis
- What to elicit

IV. Techniques

- Process analysis techniques
- Interviews, focus groups, surveys
- Brainstorming
- User stories
- Use cases
- When, why and how to use the techniques

V. Writing Requirements

- Transitioning from elicitation to requirements
- Requirements tips and guidelines

Who Should Attend

You will benefit most from this learning experience if you are a (an):

- Business Analyst
- Designer/Systems Analyst
- Requirements Professional
- Business Product Owner
- Business Architect
- Project/Program Manager
- Team Leader or Team Facilitator
- Process Improvement Professional
- Development Manager
- Management Consultant
- IT Specialist