Business Analysis Foundations

Category: Project Management & Business Skills | **Vendor:** Various

Duration: 16.00 hours (2 days) **13.0 CPD Hours** **Rating:** ⭐ 4.6 (5,878 reviews)

Course Information

Delivery Format: Instructor Led - Online

Course Overview

Defining the wrong problem—or solving it with incomplete requirements—is one of the fastest ways to derail a project. According to PMI’s Pulse of the Profession® 2023, 66% of organizations cite poor requirements management as the top cause of project failure. Business analysts who can bridge the gap between stakeholder intent and project execution help avoid costly misalignment. The Foundations of Business Analysis course teaches the core competencies every analyst needs to support project success. Participants learn how to identify the real business need, engage stakeholders, and manage requirements from concept through evaluation. These skills improve alignment between business goals and project outcomes—ensuring solutions deliver measurable value. This IIBA-endorsed course is approved for 14 PDUs and 14 CDUs.

About This Course

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Who Should Attend

New business analysts, people that have project experience but have not had formal business analysis training, or experienced BAs and project managers who want a more formal and industry-standard business analysis approach will gain new skills and methods from this course.

Prerequisites & Entry Requirements

General Prerequisites:

- No formal prerequisites
- Familiarity with project environments is helpful but not required

Learning Outcomes

Upon successful completion of this course, participants will be able to:

Strong foundational skills in business analysis help teams avoid rework, scope creep, and miscommunication. This course offers the structure and techniques needed to gather clear, actionable requirements and align stakeholders early in the process. Identify and define the five types of requirements Improve project outcomes through clear problem definition Plan and manage requirement activities effectively Analyze and engage key stakeholders Write complete, traceable, and business-focused requirements

Detailed Course Outline

Business Analysis Overview

- What is business analysis?
- The role of the business analyst
- The business analysis framework
- Core competencies for BAs

Requirements Overview

- Defining requirements
- Five types of requirements
- Aligning requirements to business value
- Requirements vs. design

Business Rules Overview

- What are business rules?
- Business rule examples
- Differences between rules and requirements

Define the Business Need

- Identifying and documenting business needs
- Asking the right questions
- Translating needs into business requirements

Determine the Business Requirements

- Business goals vs. objectives
- Capturing high-level business requirements
- Structuring requirement interviews

Plan for Business Analysis

- Key planning considerations
- Selecting the right BA approach
- Identifying stakeholders
- Communication and activity planning

Elicit Requirements

- Elicitation framework and techniques
- Structuring effective questions
- Capturing and confirming results

Analyze, Document, and Model Requirements

- Characteristics of high-quality requirements
- Writing and reviewing requirements
- Introduction to requirements modeling
- Packaged software considerations

Manage Requirements

- Requirements lifecycle and change control
- Tracing and prioritizing requirements
- Review, approval, and documentation practices

Evaluate Solution or Solution Component

- Evaluating solution performance
- Confirming solution alignment with business needs

Upcoming Schedule

Available training dates for Business Analysis Foundations:

Start Date	End Date	Location	Delivery	Price
07 Dec 2026	08 Dec 2026	Online	Virtual	€1,195.00

Frequently Asked Questions

Q: What delivery options are available for Business Analysis Foundations?

We offer multiple delivery formats:

- Live Instructor-Led Classroom Online (Virtual/Live Online)
- Traditional Instructor-Led Classroom Training (ILT)
- On-site delivery at your offices anywhere in United Kingdom
- Private dedicated courses customized for your team

Q: How many CPD hours does this course provide?

The 2-day Business Analysis Foundations course provides up to 13.0 CPD hours of structured learning. CPD certificates can be provided upon request.

Q: What is the duration of the Business Analysis Foundations training?

The training takes place over 2 day(s), with each day lasting approximately 16.00 hours including breaks for lunch and refreshments.

Q: Do you provide corporate training for Business Analysis Foundations?

Yes, we provide corporate training, dedicated training, and closed classes for Business Analysis Foundations. Training can take place anywhere in United Kingdom including London, Manchester, Birmingham, Edinburgh, or live online allowing teams from across United Kingdom or internationally to attend.

Q: Why choose Nexus Human for Business Analysis Foundations?

Nexus Human is recognized as one of the leading training providers. Our trainers have won multiple awards including:

- Small Firms Best Trainer Award
- National Training Partner of the Year (Ireland) - Multiple Years
- Global Top 30 Instructor Awards (2012, 2019, 2021)
- Tech Excellence Award Nominations
- Learning Performance Institute (LPI) External Training Provider Sponsor 2024

Q: Are there any discount codes available?

Yes! Use discount code **PENPAL5** when booking your Business Analysis Foundations training. Please note that only one discount code can be used per booking and cannot be combined with other special offers.

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