

## BACP02 - Certified Business Analysis Professional (CBAP®) Exam Preparation

### Overview

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This course provides you with a clear and detailed understanding of the concepts covered within the CBAP® and CCBA® exams. You will gain valuable tips and techniques to help prepare, study, and assess your personal readiness. In addition, you will earn valuable professional development hours toward meeting the exam criteria.

### Prerequisite Comments

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At least two years of business analysis experience with an interest in pursuing a business analysis certification or interest in obtaining information about the exam, exam process, and the content covered.

### Target Audience

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Designed for individuals interested in obtaining information about the CBAP® and CCBA® exam process especially potential exam candidates interested in pursuing business analysis certification from IIBA® in the next 3 to 6 months.

### Course Objectives

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Review the 6 Knowledge Areas of the BABOK® Guide and discuss the business analysis tasks performed in each.  
Understand the relationships between the business analysis processes and how each defines an important aspect of the business analysis discipline.  
Review key terms, business analysis techniques, and competencies important to business analysis.  
Discuss the 5 business analysis Perspectives presented in BABOK® Guide, v3.  
Complete simulated exam questions to assess personal readiness for taking the exam.  
Obtain key tips and techniques for effectively preparing for and successfully completing the CBAP® or CCBA® exam.

### Course Outline

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#### 1 - CBAP® and CCBA® Overview

- Discuss the benefits of professional certification
- Present the CBAP®/CCBA® eligibility requirements
- Explain the exam process
- Discuss the exam blueprints
- Understand the recertification process

## 2 - Introduction to BABOK® Guide v3

Define the purpose of A Guide to the Business Analysis Body of Knowledge® (BABOK® Guide)  
Present the structure/components of the BABOK® Guide  
Identify the six business analysis Knowledge Areas  
Discuss the supporting areas of the BABOK® Guide

## 3 - BABOK® Guide Key Concepts

Define key concepts from the BABOK® Guide  
Present the Business Analysis Core Concept Model™  
Discuss the requirements classification scheme  
Explain Requirements and Designs  
Present the 5 Business Analysis Perspectives

## 4 - Business Analysis Planning and Monitoring

Identify the 5 tasks in Business Analysis Planning and Monitoring  
Understand the work performed in each of these tasks  
Explain the significance of the outputs produced within this knowledge area

## 5 - Elicitation and Collaboration

Identify the 5 tasks in Elicitation and Collaboration  
Understand the work performed in each of these tasks  
Explain the significance of the outputs produced within this knowledge area

## 6 - Requirements Life Cycle Management

Identify the 5 tasks in Requirements Life Cycle Management  
Understand the work performed in each of these tasks  
Explain the significance of the outputs produced within this knowledge area

## 7 - Strategy Analysis

Identify the 5 tasks in Strategy Analysis  
Understand the work performed in each of these tasks  
Explain the significance of the outputs produced within this knowledge area

## 8 - Requirements Analysis and Design Definition

Identify the 6 tasks in Requirements Analysis and Design Definition  
Understand the work performed in each of these tasks  
Explain the significance of the outputs produced within this knowledge area

## 9 - Solution Evaluation

Identify the 6 tasks in Solution Evaluation  
Understand the work performed in each of these tasks  
Explain the significance of the outputs produced within this knowledge area

## 10 - Underlying Competencies

Describe and understand the importance of the underlying competencies (UCs)  
Understand how to prepare for questions about UCs on the exam

## 11 - Business Analysis Techniques

More clearly understand the 50 techniques presented in the BABOK® Guide  
Understand how to study techniques for the exam

## 12 - Assess Your Readiness

1 hour mock-exam to assess personal readiness

## 13 - Strategies for Success

Utilize 8 strategies for preparing for the CBAP® or CCBA® certification exams  
Develop study tools and a plan to assist you in preparing for the exams  
Understand the tools and resources available to help you be successful

## 14 - Wrap-up

Take Your Questions  
Next Steps

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