



# TrainingByteSize

*Empowering project professionals through learning*

## Business Analysis Certifications



Accredited  
Training Partner

- Flexible Study Options
- Exceptional Pass Rates
- Trusted By Thousands
- Expert Support

[www.trainingbytesize.com.au](http://www.trainingbytesize.com.au)

# Business Analysis CERTIFICATION



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Fully accredited by the British Computer Society (BCS), our Business Analysis training and certifications is designed to equip you with the skills and knowledge to succeed as a Business Analyst in today's rapidly changing business environment.

With technology and data playing more of a role in our working lives than ever before, businesses of all kinds across the world are trying to maximise the opportunities and benefits they offer in order to gain and maintain competitive advantage.

Enter the Business Analyst.

Business Analysts enable businesses to understand their environment, articulate their needs, and provide the rationale for change. It is the role of the Business Analyst to then help describe, design, and deliver solutions that deliver value for stakeholders.

Demand for Business Analysts has never been higher, with high demand and high job growth often meaning high starting salaries for qualified individuals even in the early career stages.

By gaining your Business Analysis Certifications with Training ByteSize, you will be setting yourself up for a highly rewarding and successful career where you will find a wealth of opportunities in our rapidly changing world by preparing you with the skills businesses need.



## KEY TEXT: Business Analysis, 4th Edition

The 4th Edition of this bestselling publication provides comprehensive guidance for business analysts, encompassing the essential concepts, frameworks and techniques needed to provide professional business analysis services. Key topics covered include the strategic context, investigating business situations, managing stakeholders, improving processes and defining requirements. The BCS Business Analysis 4th Edition Handbook is the ideal companion to BCS Business Analysis courses from Foundation Certificate all the way to the International Diploma in Business Analysis.

*Business Analysis 4th Edition is available to purchase from our online bookstore.*

## Some of the Benefits of BCS Business Analysis Certifications with Training ByteSize

- ✓ Demonstrate your commitment to your continuing professional development and learning.
- ✓ Boost your future career and salary prospects with a Business Analysis certification - BAs are very much in demand!
- ✓ Enhance your CV and credibility - be recognised for your expertise by your peers both inside and outside the organization.
- ✓ Learn how to identify and communicate effectively with key stakeholders, putting your new skills, tools, and training into practice in your day-to-day role.

Upon successful completion of your first course, you may be eligible for a year of complimentary membership of BCS, which brings with it a variety of benefits:

- ✓ Professional Recognition
- ✓ Further Career Development
- ✓ Networking Opportunities
- ✓ Access to Current Best Practices
- ✓ Exclusive Discounts and Offers

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# Business Analysis FOUNDATION



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The Business Analysis Foundation Course will empower you to take the first steps on your Business Analysis Career by learning essential skills, gaining a qualification that is valued by employers, and building a solid foundation for your future development.

## What does the Business Analysis Foundation Certification Cover?

Our Business Analysis Foundation training course is designed to give you the tools to take your first steps into the Business Analysis role, teaching you the business analysis framework and competencies, and the relationship between the business analysis function and other areas of the business, as well as its relation to various internal and external stakeholders.

## Learning Outcomes

Successful candidates will be able to demonstrate knowledge and understanding of business analysis concepts, principles and techniques in the following areas:

- ✓ What is Business Analysis?
- ✓ The competencies of a Business Analyst
- ✓ The strategic context for Business Analysis
- ✓ The Business Analysis Service Framework
- ✓ Investigating the business situation
- ✓ Analysing and managing stakeholders
- ✓ Improving business services and processes
- ✓ Defining the solution
- ✓ Making the business case
- ✓ Establishing the requirements
- ✓ Documenting and modelling requirements
- ✓ Validating and managing requirements
- ✓ Delivering the requirements
- ✓ Delivering the business solution

## Who is the Business Analysis Foundation Certification for?

The Business Analysis Foundation Certificate is relevant to anyone wishing to develop an understanding of business analysis and the role it plays in today's business environment. This includes Business Analysts, Product Owners, Change Managers, IT delivery project roles, Business Managers, their staff, and anybody looking to make the transition into a Business Analyst role.

The Business Analysis Foundation Certification is one of the optional modules for the International Diploma in Business Analysis

## Course Details

**Level**  
Beginner

**Length**  
Online: 18 Hours  
Classroom/Virtual: 3 Days

**Pre-requisites**  
None

**Exam Format**  
Multiple Choice,  
40 Questions

**Exam Duration**  
1 Hour

**Pass Mark**  
65%



## Flexible Learning Options



ON-SITE



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E-LEARNING



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VIRTUAL



*A great course, content and delivery. I struggle with virtual learning but this was effective for me. I took a lot away from this and will definitely be using it in future.*

Jamie, Delegate

# Business Analysis Practice PRACTITIONER



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This certification will equip you with a robust toolkit for ensuring alignment with business objectives, strategic business analysis, and fit-for-purpose solutions, enabling you to take your career to the next level by learning how to support successful organisational change.

## What does the Business Analysis Practice Certification cover?

One of the most popular certifications in the Business Analysis portfolio, the Business Analysis Practice course will give you an in-depth understanding and first-hand experience in utilising some of the fundamental tools and techniques needed by effective business analysts, and what a business analyst is capable of achieving through proper application of Business Analysis best practice tools and techniques.

The Business Analysis Practice course covers integral components of a business analysts "pre-project" work, enabling the candidate to consider business strategy when implementing change, ensuring that solutions are effective, feasible and aligned to both customer needs and organisational strategy.

## Learning Outcomes

Successful candidates will have a demonstrable practical understanding of the following concepts and practices:

- ✓ The strategic context for business analysis.
- ✓ How and when to select and apply a range of techniques and tools to analyse the current state of a business.
- ✓ How to establish the target state of a business.
- ✓ The value of ongoing stakeholder engagement and analysis.
- ✓ The purpose and content of the business case.

## Who is the Practitioner Certificate in Business Analysis Practice for?

The Business Analysis Practitioner Certificate has been designed to provide valuable knowledge and skills for those in roles such as business analysts, business architects, business systems analysts, data analysts, enterprise analysts, management consultants, process analysts, product managers, product owners, project managers, and systems analysts.

The Practitioner Certificate in Business Analysis Practice is one of the core modules for the International Diploma in Business Analysis

## Course Details

### Level

Intermediate

### Length

Online: 18-20 Hours  
Classroom/Virtual: 3 Days

### Pre-requisites

None

### Exam Format

Multiple Choice,  
40 Questions

### Exam Duration

1 Hour

### Pass Mark

65%



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*The whole service from booking to exam was flawless...Really happy with the experience and skills I've picked up. I will be booking the next course with Training ByteSize very soon!*

Tim, Delegate

# Modelling Business Processes

## PRACTITIONER



Accredited  
Training Partner

This practical certification will develop your skills in investigating requirements and solutions, understanding inefficiencies, reducing costs and overheads, optimising the time-frame for getting products or services to customers, and driving internal effectiveness.

### What does the Practitioner Certificate in Modelling Business Processes Cover?

During your BCS Practitioner Certificate in Modelling Business Processes with Training ByteSize, you'll study how to investigate, model, analyse, and improve business processes through the application of business analysis best practice tools and techniques, enabling you to help improve business processes across your organisation.

You'll learn how to establish the context for business process modelling, how to apply different process modelling techniques (including both the organisational view and more detailed models), as well as develop your abilities in process analysis, evaluation, and documentation.

### Learning Outcomes

Successful candidates will have a demonstrable practical understanding of the following:

- ✓ The context in which business process modelling occurs.
- ✓ How to construct organisational models of business process at the enterprise level.
- ✓ The use of modelling techniques at the event-response level.
- ✓ The use of modelling techniques at the actor-task level.
- ✓ The approaches used for improving business processes.
- ✓ Considerations when managing and implementing change.

### Who is the Practitioner Certificate in Modelling Business Processes for?

The Practitioner Certificate in Modelling Business Processes is designed for people who want to understand a range of business process modelling and analysis techniques, know how they are used and identify when to use them. Job roles that might find this useful are business analysts, business managers (and members of their team), business change managers, and project managers.

The Practitioner Certificate in Modelling Business Processes is one of the optional modules for the International Diploma in Business Analysis

### Course Details

#### Level

Intermediate

#### Length

Online: 18-20 Hours  
Classroom/Virtual: 3 Days

#### Pre-requisites

None

#### Exam Format

Multiple Choice,  
40 Questions

#### Exam Duration

1 Hour

#### Pass Mark

65%



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*Training Bytesize have a really good system in place to deliver quality training with a host of support tools to assist. Thank you to everyone that made the whole experience seamless and painless.*

Ed, Delegate

# Requirements Engineering PRACTITIONER



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Training Partner

The Practitioner Certificate in Requirements Engineering will teach you the knowledge and skills to take a best practice approach to business change requirements, from elicitation to management of requirements and their analysis and evaluation.

## What does the Practitioner Certificate in Requirements Engineering Cover?

Requirements Engineering is a vital part of any business change initiative, as Requirements are what key stakeholders need for the initiative to be considered functional, successful, and value-adding for the business.

Good requirements engineering is key because it ensures that any solutions or products developed are not only fit-for-purpose, but also aligned with business objectives and strategy. This Practitioner Certificate is designed to equip you with a robust set of best practice tools that will help you at every step of the Requirements Engineering process.

This will include how to elicit requirements, how to engage and collaborate with stakeholders to get the best possible requirements, how to write user stories, how best to document and manage requirements in terms of validity, prioritisation, quality, change control, and much more.

## Learning Outcomes

Successful candidates will be better prepared to:

- ✓ Collaborate with stakeholders to ensure requirements align with business objectives
- ✓ Elicit different types of requirements and the associated documentation.
- ✓ Analyse and validate requirements.
- ✓ Ensure and manage requirement quality and change.

## Who is the Practitioner Certificate in Requirements Engineering for?

This Practitioner Certificate is designed for those who want to gain an understanding of the role that the business, the customer, and requirements play within professional business contexts, and gain the tools to apply best practice approaches to Requirements Engineering.

This includes business analysts, project managers, systems analysts, product owners, product managers and those involved in business change processes and/or projects, such as programme managers, project managers, project support staff.

This Certification would also suit any person or organisation that wants to learn how to improve their approach to requirements for projects or other business change initiatives.

The Practitioner Certificate in Requirements Engineering is one of the core modules for the International Diploma in Business Analysis

## Course Details

**Level**  
Intermediate

**Length**  
Online: 18-20 Hours  
Classroom/Virtual: 3 Days

**Pre-requisites**  
None

**Exam Format**  
Multiple Choice,  
40 Questions

**Exam Duration**  
1 Hour

**Pass Mark**  
65%



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# Business Analysis INTERNATIONAL DIPLOMA



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Designed for business and IT professionals who want to demonstrate they have an in-depth understanding of business analysis best practice, the International Diploma in Business Analysis is a rigorous test of your practical Business Analysis skills.

## What is the International Diploma in Business Analysis?

The BCS International Diploma in Business Analysis will validate the knowledge, skills and capabilities you have as a Business Analyst. A flexible combination of core and optional modules means that you can showcase your strengths as a Business Analyst and show yourself in the best possible light.

## What are the benefits of achieving the Diploma?

- ✓ Demonstrate your practical experience and show you have the capabilities to be an effective Business Analyst.
- ✓ Stand out from your peers by proving your dedication to your career and your ongoing professional development.
- ✓ Validate your ability by gaining a qualification overseen by two leading practitioners in the field of Business Analysis.

## How do I achieve the International Diploma in Business Analysis?

There are two steps to the process - upon completing both successfully, you'll be awarded the International Diploma in Business Analysis.

**Step One** – Complete 4 BCS Business Analysis Modules (2 core, and 2 optional).

**Step Two** – Complete a 50-minute oral examination with two external examiners, with questions based on topics from your chosen specialist modules.

In the oral examination, the examiners are looking to explore your knowledge and understanding of best practice further, as well as your ability to apply that knowledge to given scenarios. This includes knowledge of the key principles and content of the subjects in the syllabus, the purpose of the Business Analysis concepts and techniques you have learned and the parts they play in business contexts, and how you might apply techniques (or a combination of techniques) to different professional situations.

## Can I study for the whole Diploma with Training ByteSize?

Of course! At Training ByteSize, we offer both core modules (the **Practitioner Certificate in Business Analysis Practice** and the **Practitioner Certificate in Requirements Engineering**) as well as two of the optional modules (the **Business Analysis Foundation Certificate** and the **Practitioner Certificate in Modelling Business Processes**), so we are a one-stop shop, and we have the resources and expertise to support and guide you throughout your journey.



*The team at Training ByteSize clearly know what they're doing, and I wouldn't go anywhere else for my training needs - I'm already looking at what course I can do with them next!*

Delegate

Flexible Learning Options



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# Flexible Study Options

## Study online

- Study at your own pace on our dedicated Learning Platform
- Access the course and exam anywhere, anytime
- Engaging and expert content



You can study our course online at your own pace from anywhere in the world via our dedicated Learning Platform.

Designed by skilled animators and the most knowledgeable script writers, our online courses are incredibly engaging and use a mix of audio, film, animation, pictures and diagrams; this ensures they are suitable for all types of learners.

Quality online learning is at the heart of what we do, so when you study a Training ByteSize course you can be assured of a tried and tested quality product.

## Study in a virtual classroom

- Teaching in the comfort of your home or office
- Ask questions to our trainers throughout the training using a webcam or headset
- Expert trainers
- Access training and take your exam anytime, anywhere



Our Virtual Course platform delivers accredited and certified training, led by leading subject matter experts, direct to your home, mobile, computer or office without the hassle of travelling or staying away. It is so easy to fit in an online class into your busy schedule; simply log in from home, the office, or even while you are travelling.

Students can ask questions using a headset, webcam, or a chat window, and have their questions answered, just like in a traditional classroom. Questions can be lined up and answered at intervals without interrupting the teacher's flow of thought. There is no difference in the level of interaction – in fact, distractions are significantly reduced because of this way of teaching.

If you have a group to train, we have a structured programme in place to ensure everyone gets the most out of the course. We offer a managed service where we can provide regular reports on learners' progress and share quiz results to ensure only those that are ready are put forward for the exam.

“One thing I particularly liked is that the trainers take the material seriously, even when they treat it with a light touch. They clearly have a great respect for - and appreciation of - project management done well, and this shines through in their delivery.”

Stephen, Delegate

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## Study onsite

- Bespoke training option
- Cost effective learning for groups
- Save time and money on travel expenses - we come to you
- Access to some of the best trainers in the industry
- Pre-course learning materials
- Telephone and email support



If you are looking to train a team of people, you will find that our onsite training is a viable and cost effective option for you. You will also find you save money through the omission of travel, accommodation, and dinner expenses.

If you have a training room onsite you are more than welcome to take advantage of that. Or if you prefer, we could organise the project management training at a local venue, giving delegates a fresh learning environment.

Our trainers have a minimum of 10 years training experience, and with extensive experience in running and managing live projects, they have the real-life experience to bring the training to life and ensure that learners gain applicable knowledge.

Contact our expert team of learning advisors for a tailored quote and to find out more.

## Fully Accredited Training, Globally Recognised



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Training Partner

Business Analysis skills are high in demand all over the world at the moment, and trends suggest that this will continue to be a growth market for some time, and demand outpaces supply by quite some way.

By gaining your Business Analysis certifications with Training ByteSize, you open yourself up to endless possibilities and opportunities!

Our fully-accredited Business Analysis certifications are recognised and respected around the world, so that hard-earned recognition of your skills and expertise will travel with you wherever your Business Analysis career might take you.



*Training ByteSize was incredibly easy to use and incorporates all of the material you require to pass the exam.*

*An extensive and thorough training experience which involves and engages the trainee at every stage.*

M.Ryan, delegate

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## About Us

At Training ByteSize, we are experts in delivering accredited project, programme and IT service management training through a range of study styles. With **over 30 years' experience** in the industry, your success is key to our success.

**We understand how people learn**, we know how to train people to pass their exams, and we employ the best trainers and specialise in small class sizes to help you get the best from your investment.

**We are very proud to boast an almost 100% pass rate in our exams and we are delighted with our five star reviews** from individual learners to international corporate clients alike. As a business that is passionate about **engaging, educating, enhancing and empowering** project professionals worldwide, Training ByteSize is a well-established and trusted organisation that knows what it takes for professionals to succeed in today's ever-changing world.

**We thrive on providing a reliable service to customers and we are proud to maintain an exceptional renewal rate with our corporate clients.** Perhaps one of the biggest reasons for this success is our bespoke approach; we provide the training in the exact way you want it, whether that is on-site, online, virtual, classroom-based or a combination of these. As a family-run business we are small enough to care, but big enough to support clients from start to finish in the way they would like to learn.

**All our trainers are highly experienced and respected professionals in their fields** in addition to being passionate accredited trainers. They each bring a wealth of experience to the classroom with a minimum of 15 years practical experience and 10 years training experience.

**Wherever in the world you are, we are here to help. We can carry out a comprehensive analysis of your business to accurately identify gaps in skills and knowledge, and tailor packages to meet your exact requirements. Please speak to our friendly team of experts today to find out how we can help.**

*James Kinch*

Country Manager



Flexible Learning Options



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**Accredited training** with **exceptional pass rates**. Delivered online, in the classroom, blended, or virtually.

Our portfolio of industry-leading qualifications includes:

- AgileBA®
- AgilePM®
- APM Apprenticeships, PFQ, PMQ and ChPP
- Better Business Cases™
- Business Analysis
- Business Relationship Management®
- Certified PPP Professional (CP3P)
- Change Management
- Essentials for PMO Administrators
- ITIL® 4
- Managing Benefits
- Managing Successful Programmes®
- Praxis™
- PRINCE2 Agile®
- PRINCE2®
- Professional Scrum Master
- Project Planning and Control
- Service Desk Analyst

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and Learn More Today:

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