



Business Systems Analysis Training Course

23 – 27 November 2026
Accra (Ghana)



Business Systems Analysis Training Course

Ref: 15656_1065491 **Date:** 23 – 27 November 2026 **Location:** Accra (Ghana) **Fees:** 5300 Euro

Introduction:

This Business Systems Analysis training course is designed to provide participants with the essential knowledge and skills required to excel in business systems analysis. Organizations are continuously seeking ways to enhance their effectiveness in a competitive business environment, thereby highlighting the critical role of a business systems analyst.

This Business Systems Analysis course will guide participants through the fundamental concepts, methodologies, and business systems analysis tools and techniques for analyzing, designing, and implementing robust business systems that align with organizational goals and objectives.

In the Business Systems Analysis course, participants will understand business systems analysis principles, identify and document business requirements, evaluate existing systems, and develop innovative solutions to improve business processes. They will learn to communicate with stakeholders, manage project timelines, and ensure the successful implementation of business systems.

Participants are novices seeking to enter the field or experienced professionals looking to enhance their skills. This Business Systems Analysis training course offers valuable insights and practical knowledge to empower them to become proficient business systems analysts and drive meaningful organizational change.

Targeted Groups:

- Business Analysts.
- Systems Analysts.
- Project Managers.
- IT Professionals.
- Process Improvement Specialists.
- Operations Managers.
- Quality Assurance Analysts.
- Data Analysts.
- Solution Architects.
- Change Management Professionals.
- Management Consultants.
- Software Developers.
- Business Process Managers.

Course Objectives:

At the end of this Business Systems Analysis course, the participants will:

- Understand the fundamentals of business systems analysis.
- Learn techniques for gathering and documenting business requirements.
- Develop skills in modeling and analyzing business processes.
- Gain proficiency in designing effective business systems.
- Enhance abilities in data analysis and interpretation.
- Master communication strategies with stakeholders.
- Apply problem-solving methods to real-world business scenarios.
- Manage projects effectively from initiation to completion.
- Create detailed technical documentation.
- Implement change management principles in system development.
- Assess and evaluate potential business solutions.
- Identify and mitigate risks associated with business systems.
- Develop comprehensive business cases for system improvements.

Targeted Competencies:

At the end of this Business Systems Analysis training, participants competencies will:

- Requirement Gathering.
- Business Process Modeling.
- Systems Design.
- Data Analysis.
- Stakeholder Communication.
- Problem Solving.
- Project Management.
- Technical Documentation.
- Change Management.
- Solution Assessment.
- Process Improvement.
- Risk Analysis.
- Business Case Development.

Enhancing Business Systems Analysis Skills:

The role of a business systems analysis manager or analyst involves a continuous journey of professional development. This Business Systems Analysis training will allow participants to delve into the process and explore various pivotal techniques for diagnosing issues and proposing effective solutions.

Analysts can improve organizational performance by leveraging business systems analysis tools and techniques by ensuring alignment between technology solutions and business objectives.

Understanding business systems analysis and how it contributes to an organization's structure and growth is essential for all involved. This knowledge forms the bedrock upon which analysts can build a more effective and competitive business.

Course Content:

Unit 1: Introduction to Business Systems Analysis:

- Overview of business systems analysis roles and responsibilities.
- Importance of business systems analysis in organizational success.
- Key concepts and terminologies in business systems analysis.
- Case studies and examples illustrating successful business systems analysis projects.
- Introduction to different methodologies and frameworks used in business systems analysis and design.

Unit 2: Requirement Gathering and Documentation:

- Techniques for eliciting and documenting business requirements.
- Stakeholder identification and analysis.
- Methods for conducting interviews, workshops, and surveys to gather requirements.
- Documentation standards and best practices.
- Verification and validation of gathered requirements.

Unit 3: Business Process Modeling:

- Fundamentals of business process modeling BPM.
- BPMN Business Process Model and Notation basics.
- Process mapping techniques and tools.
- Process improvement methodologies e.g., Lean, Six Sigma.
- Analyzing and optimizing business processes for efficiency and effectiveness.

Unit 4: Systems Design and Analysis:

- Principles of systems design and architecture.
- Requirements translation into system design specifications.
- Designing system interfaces and interactions.
- Prototyping and iterative design processes.
- Conducting feasibility studies and impact assessments.

Unit 5: Implementation and Evaluation:

- Strategies for implementing new business systems.
- Change management techniques and practices.
- Testing and quality assurance procedures.
- User acceptance testing UAT and feedback incorporation.
- Monitoring and evaluating system performance post-implementation.