



## Business Analysis Planning and Execution

08 - 19 Jul 2024  
Barcelona (Spain)





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**Ref.:** 15561\_314973 **Date:** 08 - 19 Jul 2024 **Location:** Barcelona (Spain) **Fees:** 10500 **Euro**

## Introduction:

The Business Analysis Planning and Execution Training program is to equip professionals with the essential skills and techniques needed to excel in business analysis. Whether you're a seasoned analyst looking to enhance your capabilities or someone new to the field seeking a comprehensive foundation, this training offers a blend of theoretical knowledge and practical applications to meet diverse learning needs.

Business Analysis is the discipline that enables change in an organizational context by defining needs and recommending solutions that deliver value to stakeholders. The role encompasses understanding business problems and opportunities, analyzing information, and providing actionable insights for decision-makers.

This business analysis professional course is for those seeking a comprehensive knowledge base in business analysis and aiming to achieve the Professional in Business Analysis PBA certification. Participants in this business analysis professional course will learn the core concepts and best practices of business analysis.

In this business analysis professional course, participants will learn cutting-edge methods for analyzing enterprises, planning and monitoring business analysis activities, eliciting requirements, managing and communicating requirements, and assessing and validating business solutions.

This business analysis professional course aligns with the concepts and practices of an experienced business systems analyst, leveraging the latest trends in business analysis solutions to equip students with the skills necessary to excel in their field.

## Understanding PPP Public-Private Partnership Project Management:

PPP Public-Private Partnership project management is complex and has significant financial outputs and consequences. The projects include infrastructure, power generation, and utilities, all of which should be efficiently and sustainably managed. Hence, these projects involve significant challenges in delivering a successful project.

The success or failure of a project depends on many factors. The case studies in this PPP public-private partnership project management training will help guide participants through the dos and don'ts of successful PPP project delivery and implementation.

This PPP public-private partnership project management course will identify the underlying best practices that can be applied in most countries, emerging markets, or developing economies, always recognizing the local conditions.

A range of case studies and examples will help illustrate successful and less successful practices. Further, this PPP public-private partnership project management training will help illustrate what parties have learned through experience and how PPPs have evolved in this process.

## Targeted Groups:

The training is for:

- Business Analysts.
- Project Managers.
- Product Owners.
- Subject Matter Experts.
- This course is for anyone eliciting, analyzing, or managing organizational requirements.
- Policy Makers.
- Senior Government Personnel.
- Legal Advisors.
- Financial Advisors.
- Directors and Senior Management from Private Infrastructure/ Public Utility Sectors.
- Technical and Financial Consultants.
- Senior Non-Government Organization NGO Officers.
- Professionals have some experience with infrastructure projects and wish to improve their knowledge and decision-making capacity to enact policies related to PPPs.

## Training Objectives:

- Comprehend the critical role of the Business Analyst within an organization.
- Expertly plan and monitor business analysis activities to ensure project success.
- Analyze enterprise needs to develop strategic solutions.
- Hone the skills to manage and communicate business requirements throughout the project lifecycle.
- Define solution scope accurately for project alignment.
- Pinpoint and collaborate with stakeholders at every project stage.
- Elicit requirements effectively to gather exhaustive and detailed user and stakeholder needs.
- Model business processes to provide clear and actionable diagrams and documentation.
- Write precise, unambiguous requirements that serve as a foundation for solution development.
- Manage and communicate requirements.
- Conduct a rigorous assessment and validation to ensure solutions meet business needs and provide value.
- Work proficiently in a team environment focused on delivering solutions development projects.
- Understand the ability to elicit business requirements from business users and other stakeholders confidently.
- Identify the essential requirements of the business at all levels.
- Communicate business requirements to stakeholders.
- Determine project identification, screening, and selection.
- Know the roles and responsibilities of the stakeholders in PPP projects.
- Address the range of issues in identifying, financing, and procurement.
- Analyze best practices in conducting financial, economic, and technical feasibility studies.
- Evaluate risk identification, mitigation, and allocation among parties involved in a PPP project.
- Gain from the knowledge transfer and equip the public sector to meet project expectations.

## Targeted Competencies:

- Analytical thinking and strategic problem-solving.
- Efficient and effective project planning.
- Understand business analysis methodologies and tools.
- Select a PPP contract type for a given project context.
- Adopt internationally recognized good practice.
- How to make projects more attractive to private investors.
- Basic project appraisal.
- Structure for a given PPP project.
- Knowledge of the PPP scheme.

## Course Content:

### Unit 1. Introduction to Business Analysis:

- Understand the role of the Business Analyst.
- Explore the Business Solutions Life Cycle BSLC.
- Select the appropriate business analysis techniques for different scenarios.
- Master the fundamentals of enterprise analysis.
- Craft compelling and data-driven business cases.
- Delineate explicit solution scopes to steer project direction.

### Unit 2. Analyzing Requirements:

- Identify key system users and stakeholders.
- Utilizing the Architecture Framework for Structured Analysis.
- Intro to Modeling Concepts essential for business analysis.
- Learn about detailed modeling of data requirements using industry-standard approaches.
- Employ Business Process Modeling as a core tool for business analysis.
- Write precise and measurable requirements that facilitate effective solution implementation.

### Unit 3. Eliciting Requirements:

- Interviewees utilize a variety of methods to uncover latent requirements.
- Observe business activities to gather real-world insights into processes and challenges.
- Apply questionnaires strategically to gather mass feedback efficiently.
- Conduct document analysis and observation for comprehensive information gathering.
- Facilitate workshops with key stakeholders to foster collaboration and idea generation.

### Unit 4. Managing and Communicating Requirements:

- Resolve conflicts and handle issues effectively with critical stakeholders.
- Manage changes to requirements while maintaining project viability and stakeholder approval.
- Ensuring the solution scope reflects the project goals and stakeholder expectations.
- Communicate requirements clearly and effectively to all project stakeholders.
- Learn from each project to continually improve business analysis practices.

## **Unit 5. Solution Assessment and Validation:**

- Assess various solutions to determine the optimum fit for the identified requirements.
- Identify any gaps or shortcomings in proposed solutions and suggest enhancements.
- Develop strategies for workarounds and changes when necessary.
- Evaluate the performance of proposed solutions to ensure alignment with business goals.
- Conduct User Acceptance Testing to validate that the solution meets user needs and expectations.

## **Unit 6. Project Pre-Feasibility Analysis:**

- Needs and options analysis.
- Legal feasibility.
- Technical feasibility.
- Scoping social/environment safeguards analysis.
- Preliminary financial viability, including expectations of required Government financial support.

## **Unit 7. Defining Public-Private Partnerships and Setting the Framework and Structure:**

- Rationale, aim, and motivation for engaging PPP.
- Critical phases of the PPP project process.
- The structure of the PPPs.
- Different types of PPPs.
- The four levels of preparation and implementation.
- Analyze the critical factors for the project preparation process.

## **Unit 8. Critical Decision Criteria for Identification of PPP Projects, PPP Screening, and Cost-Benefit Analysis:**

- Public investment delivery model.
- Economies of scale and project grouping.
- Analysis of cost benefits of a PPP project.
- How do you get value for money in PPP projects?
- Commercialization potential analysis.
- Market potential.
- Capacity to assume long-term commitments.

## **Unit 9. Basics of Project Preparation: An Overview of its Key Components:**

- Project identification, risks, sustainability.
- Project design: Tender strategy, technical aspects, components, cost estimation, and financing.
- Structuring a PPP contract.
- How to avoid common pitfalls.
- Importance of project financial and economic analysis.
- Understanding and applying payment mechanisms.



- Preparing the Project Implementation Plan.
- Project Management Arrangements - Various types of agreements and monitoring indicators.

## **Unit 10. Planning for PPP Project Management, Project Operations, and Handback:**

- Appoint a PPP project manager and project team Project Implementation Unit.
- Key roles within the project include decision-making authorities, sources, and funding for assistance.
- Prepare the project plan.
- Deal with the main challenges of a PPP project.
- Overview of The absolute importance of stakeholder consultation and managing the interface.
- Risk assessment and analysis.
- Go beyond the construction phase to ensure success in Operations.
- Hand back of assets upon contract expiry.



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