

Course Title	Duration (Hrs:Min)	Course Number	Course Description
Agile Principles, Methodologies, and Mindset	2:34	ib_apmf_a01_it_enus	In this course, you will be introduced to Agile project management, including the core values and principles outlined by the Agile Manifesto. Agile projects are characterized by the use of short work iterations and incremental development of products, made possible by focusing on business priorities and customer value. The course provides an introduction to common Agile methodologies, and discusses the considerations for adopting an Agile approach.
Introduction to Business Analysis Planning	2:30	ib_buap_a02_it_enus	This course provides an overview of planning a business analysis approach, using techniques like the decision analysis approach, process modeling and structured walkthroughs as prescribed in A Guide to the Business Analysis Body of Knowledge® (BABOK® Guide) – Version 2.0 by the International Institute of Business Analysis (IIBA®). This course also provides an overview of conducting a stakeholder analysis, including techniques such as RACI matrices and stakeholder maps. Finally, techniques for planning business analysis activities such as estimating required efforts are introduced.
Planning Business Analysis Communication and Monitoring	2:30	ib_buap_a03_it_enus	This course also provides an overview of the plan requirements management process, including techniques like problem tracking and decision analysis to create the requirements management plan. Finally, techniques for managing business analysis performance such as lessons learned workshops and utilizing metrics and key performance indicators are introduced. This course provides a foundational knowledge base of business analysis information so learners can effectively put principles to work at their own organizations.
Business Analysis: Enterprise Analysis	2:30	ib_buap_a06_it_enus	This course details defining business needs and gaps, assessing capability gaps, and determining a solution approach. This course also provides an overview of defining solution scope and defining a business case for gathering data and being persuasive in arguments for a proposed solution.
Business Analysis: Introduction to Requirements Analysis	2:30	ib_buap_a07_it_enus	This course covers methods for prioritizing requirements such as a MoSCoW analysis, and introduces the use of techniques like data flow diagrams to organize requirements. The course also explains using techniques like non-functional requirements analysis and state diagrams for specifying and modeling requirements.
Leadership	2:30	oper_04_a01_bs_enus	Leadership is fundamental in driving quality in an organization. A good leader's actions and words filter down to all organizational levels to create a quality culture. The concepts of organizational leadership are built on a foundation of core business elements. A clear understanding of these elements is key in developing an organization's strategic plan and vision. These core elements include: organizational structure and culture, roles and responsibilities of managers and leaders, change management, motivation and negotiation, and conflict and empowerment. This course explores the concepts of organizational design and leadership challenges.
Developing and Deploying Strategic Plans	2:30	oper_04_a03_bs_enus	Successful organizations are founded on effectively developing and deploying strategic plans. Organizations must identify their primary goals and objectives based on their mission and vision statements. Other success factors include understanding market forces, internal strengths and weaknesses, stakeholders, relevant technology, and legal and regulatory factors. With these considerations, an organization's action plan can be developed and deployed, and its effectiveness evaluated.
Managerial Skills and Abilities	2:30	oper_04_a04_bs_enus	This course explores basic principles of management, management theories, styles and tools, and interdependence of functional areas in an organization. It identifies tools and techniques used by the HR, Finance, Risk, and Knowledge management functions in an organization.
Problem-Solving and Process Management Tools	2:30	oper_04_a07_bs_enus	To solve quality and process-related problems, managers should continuously enhance their knowledge of organizational processes and quality management tools. These tools help managers find root causes of problems, an important step toward removing them. Success in ensuring quality and organizational excellence depends on how effectively managers apply these tools to solve quality and process-related problems. This course explores basic problem-solving and process management tools used for identifying, analyzing, and solving quality and process-related problems.
Customer-Focused Management	2:30	oper_04_a09_bs_enus	This course explores the relationship between the treatment of internal customers and the impact on external customers. It examines techniques used to identify and segment external customers, while anticipating customer priorities, needs, and expectations. Strategies for incorporating customer service principles are also analyzed.
Preparing a Business Case	2:30	comm_01_a01_bs_enus	This course prepares learners interested in the development of effective business cases. You will learn what a business case is and when one is used, what research you need to do before you start to write a business case, and what information should be included in your business case. Finally, you will learn how to plan and position your business case to maximize its effectiveness.
Writing a Business Case	2:30	comm_01_a02_bs_enus	This course will show you the principles for preparing an effective business case, and it will guide you through the writing process, from defining your business need and gathering relevant information, right through to assessing the financial impact of your solution. The course will conclude with practical advice on how to concisely present your business case to connect with your audience and key decision makers.
Presenting Your Case	2:30	comm_01_a03_bs_enus	This course examines the careful planning and delivery of a business case presentation. It focuses on the use of visual aids and handouts in a presentation, the structure and development of a presentation in light of audience needs, and the elements involved in successfully delivering the presentation to that audience.