Business Analyst

Profession or vocation?

Why am I talking about this? And who am I?

Middle Business Analyst / Pre Sales

Domains: public sector, logistics, travel, education, sport

What are we going to talk about?

- What tasks does a business analyst solve in a company?
- What Soft & Hard Skills do you need to have to become a business analyst?
- What happens if the company does not have a business analyst?
- Place of work: big or small company?

What tasks does a business analyst solve in a company?

- Preparation of project documentation and work with customers.
- Project support throughout the entire project lifecycle.
- Prototyping user interfaces.
- Conducting demonstrations of the software solution.
- Managing project priorities and boundaries: what we do and when.
- Managing changes to requirements.
- Assessment of the duration and composition of the required work, as well as planning of work on the project
- Preparation of training courses, conducting training

So who is a business analyst?

- Business Analyst
- Business Process Analyst
- IT Business Analyst
- System Analyst
- Data Analyst
- User Interface and Usability Engineer (Usability/UX)…

Classic Business Analyst

- deals with business analysis
- has experience and knowledge in the subject area
- solves operational problems
- solves business process
- problems improves the existing business model

Business Process Analyst

- Describes business process models
- Models business processes
- Examines the technological process and the operation of existing processes
- Compares "what is" and "what is necessary"

IT Business Analyst

- It focuses on collecting requirements and requirements as such for IT systems.
- Solves problems with IT solutions
- Connects "business" and IT solutions
- Defines the functional boundaries of the future IT system

Requirements Engineer

- Works directly with stakeholders
- Identifies requirements
- Analyzes the requirements
- Documents the requirements
- Can create functional specifications

System Analyst

- Based on the requirements as input data
- Describes the functional requirements
- Determines how the system will behave in a given
- situation Interacts directly with developers

Data Analyst

- Simulates a logical data structure
- Defines the logical and physical structure of the recorded
- data Designs reporting information for interested parties

User Interface and Usability Engineer (Usability/UX)

- Has skills in designing graphical interface elements
- Focused on the ease and simplicity of using the product
- Understands the behavior of end users
- Designs "efficient" interfaces

What should I do or what should I know and be able to do to become a business analyst?

Hard skills

- **Core competencies**: Business Ethics; Internet skills; Collaboration; Online conferences; Speed of reading and printing; Office tools;
- Visualization; **Business Analysis Theories and Techniques**: Requirements Management; Change Management; Design Artifacts;
- **Fundamentals of Business**: Fundamentals of Economics; Business Process Engineering;
- **Process Modeling notation**;
- **IS Development**: Fundamentals of Architecture;
- Design Notation; Ergonomics;
- **Documentation**: Competent language and correct design; Ergonomics;
- **Additional competencies**: Fundamentals of management; Knowledge in the subject area; Applied expertise;

Soft skills

- **Basic skills**: Independence; Learning ability; Clarity of information presentation;
- **Analytical skills;**
- **Personal skills**: Activity; Pedantry; Creativity;
- **Interpersonal skills**: Communication skills; Teamwork; Organizational skills;
- **Business skills**: Client orientation; Business acumen; Negotiation skills ; Stress tolerance

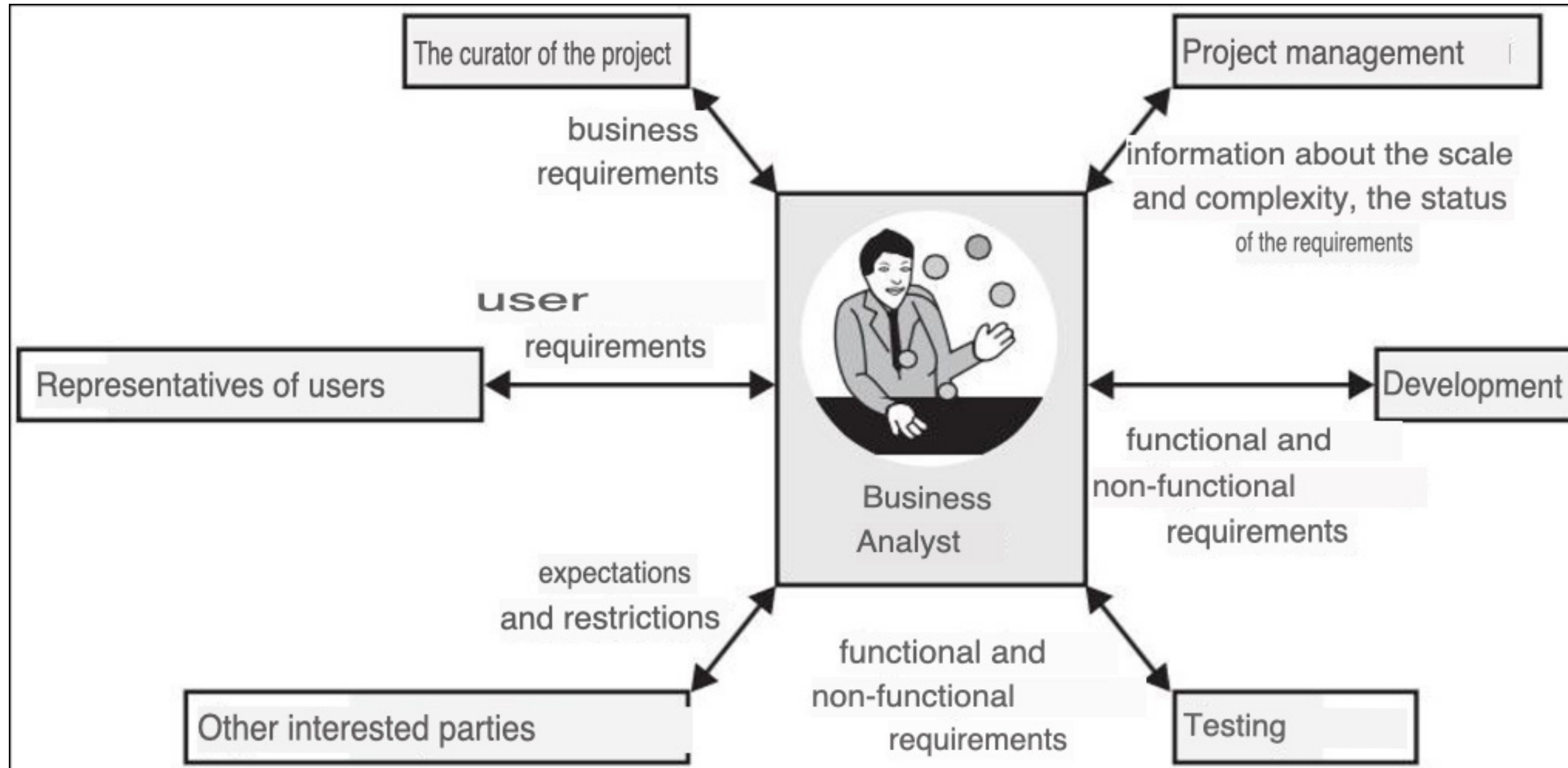# Where and how can I get the required skills?

Hard skills:
- Specialized courses, universities, retraining programs, distance learning …
a long and difficult independent path.

Soft skills:
   In fact, they already exist, they need to be developed.

What happens if there is no business analyst?

The first place of work. Is it a big company or a small one?

Small company:
Simplified communication;
- There are no strict regulations for everything in the world;
- Relatively small, short projects;
Combining positions and areas of responsibility;
There may not be a senior colleague;
There may be several projects at different stages;
- Very fast pumping in all directions.

Big company:
- The complexity of communication due to the hierarchy and the large number of employees;
- As a rule, there is a clear description of all the processes and the need to comply with them;
- The projects are large, lengthy, and as a result there is a lot of documentation;
- Separation of areas of responsibility and specialization in some area;
As a rule, there is a mentor/mentor;
- Internal staff training and development programs determined by the needs of the company