FORUMS

1) **Use of SWOT Analysis in Business Analysis**
   SWOT analysis helps BAs understand internal strengths and weaknesses, and external opportunities and threats. It supports strategic decision-making by evaluating business or system conditions. This analysis is often used during the initiation or feasibility study phase. It enables clear identification of areas for improvement or risk mitigation.

2) **What is Requirement Creep?**
   Requirement Creep, also known as scope creep, refers to the gradual, uncontrolled changes or additions to a project's requirements after the scope has been defined and approved. It often happens due to continuous stakeholder requests or unclear initial requirements. This can lead to missed deadlines, budget overruns, and decreased product quality.

3) **Tools Commonly Used by Business Analysts**
   BAs use tools like JIRA for backlog tracking, Confluence for documentation, Visio for diagrams, and Excel for data analysis. Prototyping tools like Balsamiq and Figma help in UI planning. These tools enhance productivity and collaboration.

4) **What is MoSCoW Prioritization?**
   MoSCoW stands for Must have, Should have, Could have, and Won't have. It's a technique to prioritize requirements based on business value. BAs use it to manage stakeholder expectations and scope. It is especially helpful in Agile and time-boxed projects.

5) **Wireframes vs Prototypes**
   Wireframes are simple sketches of the user interface, while prototypes are interactive and more detailed. Both help visualize how the final product will function. BAs use them to validate requirements early with stakeholders. Prototypes reduce the risk of design flaws later in development.

6) **BA Role in Agile Ceremonies**
   In Agile, BAs participate in sprint planning, daily stand-ups, sprint reviews, and retrospectives. They clarify requirements, refine user stories, and support the

product owner. Their involvement ensures business alignment. BAs help keep the team focused on value delivery.

7) **What is a Product Backlog?**
   A product backlog is a prioritized list of features and requirements for the product. It's maintained by the Product Owner but often refined with BA input. BAs help break down backlog items into clear user stories.

8) **What is a Traceability Matrix?**
   A traceability matrix maps requirements to design, development, and test cases. BAs use it to ensure all requirements are covered and verified. It's useful in audits and change impact analysis.

9) **What is 100-dollar method?**
   The 100-dollar method is a prioritization technique used by Business Analysts during requirement analysis or feature planning. Each stakeholder is given an imaginary $100 to allocate across different features based on their importance or value. The total distribution reveals which features are most critical to the stakeholders.

10) What is Kano Analysis?

Kano Analysis is a prioritization technique that categorizes customer requirements into five types: Must-Have, Performance, Delighters, Indifferent, and Reverse. It helps BAs understand how different features impact customer satisfaction. This method guides product teams to focus on features that maximize user satisfaction and value.

11)What is Six Sigma?

Six Sigma is a data-driven methodology focused on improving process quality by identifying and eliminating defects. It follows the DMAIC framework: Define, Measure, Analyze, Improve, and Control. BAs use Six Sigma tools to analyze business problems, improve efficiency, and support decision-making. Its goal is to achieve near-perfect processes with minimal variation.

12)What is Feature-Driven Development (FDD)?
Feature-Driven Development (FDD) is an Agile methodology that focuses on building software by developing features in a structured, incremental way. It follows five basic activities: develop an overall model, build a features list, plan by feature, design by feature, and build by feature**.**

13) What is Pareto Analysis?
Pareto Analysis is a decision-making technique based on the 80/20 rule, which states that 80% of problems are often caused by 20% of the causes. BAs use it to identify the most significant issues or factors affecting a process. By focusing on these key areas, teams can achieve maximum impact with minimal effort.

14) **What is an Actor in a Use Case Diagram?**
An actor in a use case diagram represents a user or any external system that interacts with the system being modelled. Actors can be primary (initiating interaction) or secondary (receiving output or assisting in the process). Understanding actors is crucial for defining system boundaries and user requirements.

15) What is a Non-Functional Requirement?

Non-functional requirements define how a system performs, not what it does. They include aspects like performance, reliability, scalability, and security. These requirements ensure the system is usable and meets quality standards.

16) What is a Product Backlog Chart?
A Product Backlog Chart visualizes the size and progress of the product backlog over time. It shows how many stories or story points remain across multiple sprints. This chart helps Product Owners and BAs understand how quickly the team is delivering value and whether the backlog is growing or shrinking.

17) What is BV (Business Value)?
Business Value (BV) refers to the benefit a feature, task, or project brings to the business—such as increased revenue, cost savings, efficiency, or customer satisfaction. In Agile, BV helps prioritize backlog items by measuring their impact on

business goals. BAs often collaborate with stakeholders to assign a BV score, ensuring high-value features are delivered first.

18) What is CP (Complexity Points)?

Complexity Points (CP) represent the relative difficulty or effort required to complete a user story, task, or feature. It takes into account technical challenges, dependencies, and uncertainty involved in the work. Assigned by the development team—often with BA input—CP helps in sprint planning and capacity estimation..

19) What is Acceptance Criteria?

Acceptance criteria are the specific conditions that a product or feature must meet to be considered complete. They define the boundaries and expectations of a user story. These criteria guide developers during implementation and testers during validation. Clear acceptance criteria reduce misunderstandings and ensure stakeholder satisfaction.

20) What is a Burn Down Chart?

A Burn Down Chart is a graphical representation used in Agile to show the amount of work remaining in a sprint or project over time. It tracks progress by displaying completed work against the planned timeline. A downward-sloping line indicates that tasks are being completed. It helps teams monitor sprint health and predict whether they'll meet the sprint goal.