Capstone Project-3 Part-2

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Question 1 - What is the difference between Brainstorming and JAD Sessions?

Answer-

Aspect	**Brainstorming**	**JAD Sessions**
Definition	Brainstorming is a group activity designed to generate a wide range of ideas and solutions through open discussions.	JAD sessions are formal workshops specifically designed to gather requirements through collaboration among developers, stakeholders and users.
Objective	Encourage free flow of ideas to solve a problem or explore possibilities.	Define clear and precise system or project requirements.
Participants	Usually informal, involving team members or subject-matter experts.	Involves a cross-functional team: stakeholders, subject-matter experts, analysts, developers, and sometimes End-users.
Facilitation	Moderated by a facilitator who encourages participation and ensures no criticism of ideas.	Led by a facilitator or JAD leader, who maintains structure and ensures adherence to the agenda.
Structure	Informal and flexible; ideas are often listed without immediate evaluation.	Highly structured with a predefined agenda, documentation tools, and specific goals.
Focus	Broad exploration of ideas or problem-solving.	Narrow focus on detailed requirements and design decisions.
Timeframe	Typically shorter (a few hours).	Longer sessions, potentially spanning several days.
Use Cases	Early stages of problem- solving, innovation, or idea generation.	Requirements gathering, decision-making, and design phases in software or project development.
Examples	Generating ideas for a marketing campaign or new product features.	Collaborating with stakeholders to define functionality for a new software application.

Question-2 Why Document Analysis is one of the compulsory Technique we use in a Project?

Answer-

Document analysis involves reviewing existing documents such as business plans, user manuals, policies, or project charters to identify relevant requirements.

1. Understanding Existing Systems and Processes -

Helps analyse existing business processes, workflows, and systems. Provides clarity on what works, what doesn't, and the gaps that need addressing.

2. Requirements Elicitation -

Documents like contracts, policies, manuals, and reports often contain explicit and implicit requirements. They serve as a primary source of functional and non-functional requirements for a project.

3. Reducing Ambiguities-

Written records ensure accurate interpretation of requirements and reduce dependence on assumptions. Provides a clear baseline for further analysis and validation.

4. Supporting Stakeholder Communication-

Documents act as a bridge to communicate with stakeholders who are familiar with the content and terminology in them. They provide a reference point to verify requirements and align expectations.

5. Legal and Regulatory Compliance -

Ensures the project adheres to legal standards, regulatory policies, and organizational guidelines by analysing compliance documents. Avoids potential legal or financial penalties later in the project.

6. Historical Insights-

Past project documentation, lessons learned, and archived data provide valuable insights for the current project. Helps identify risks, challenges, and opportunities based on historical trends.

7. Time and Cost Efficiency-

Speeds up the requirements gathering process by using pre-existing information. Reduces costs by eliminating redundant stakeholder meetings to re-clarify documented points.

Question 3. In Which Context we will use Reverse Engineering?

Answer- Reverse engineering involves analysing an existing system or application to identify its components, design, and functionality to infer requirements. It involves deconstructing something to understand how it works, often with the goal of re-creating, improving, or gaining insights into its structure.

Legacy System Analysis:

When analysing a legacy system to understand its functionality, design, and components for modernization or migration.

Example: Replacing a legacy inventory management system with a modern cloud-based solution.

Understanding Proprietary or Third-party Systems:

When detailed information about a proprietary or third-party system is unavailable, and the system's workings need to be deciphered for integration or improvement.

Example: Understanding a third-party ERP system's workflows for integration with a new CRM platform.

Documentation Recovery:

When system documentation is lost, incomplete, or outdated, and there is a need to recreate accurate and up-to-date documentation.

Example: Reconstructing the database schema for a system where the original design documents are unavailable.

Analysing Competitor Products:

To analyse competitors' products or services to understand features, performance, and design for benchmarking or developing competitive offerings.

Example: Analysing a competing mobile application to identify unique features or usability aspects.

Defect Identification and Debugging:

When there are issues or defects in a system that require in-depth understanding and analysis of the code or design.

Example: Debugging a malfunctioning software module where the original development team is no longer available.

Migration or Re-platforming Projects:

When transitioning an application or system to a new platform, reverse engineering can help identify critical components and ensure nothing is missed.

Example: Migrating a desktop application to a web-based platform.

Compliance and Security Audits:

When evaluating an existing system for compliance with new regulations or identifying security vulnerabilities.

Example: Reverse engineering an application to verify that it meets GDPR compliance requirements.

Knowledge Transfer:

When new teams take over maintenance of a system, and they need to quickly understand its architecture and design.

Example: A newly onboarded team using reverse engineering to learn the architecture of a system they are tasked to maintain.

Question 4. What is the difference between Brainstorming and Focus Groups?

Aspect	Brainstorming	Focus Groups
Purpose	To generate a wide range of ideas or solutions quickly	To explore specific topics in-depth and gather opinions.
Participants	Usually a diverse group of people, often individuals from various backgrounds.	A small group of people with similar characteristics or interests, often targeted for specific topics.
Structure	Informal, unstructured, and spontaneous.	Structured, guided by a facilitator with specific questions or topics.
Facilitator Role	Facilitator encourages free flow of ideas, with minimal interference.	Facilitator leads the discussion, ensuring all participants contribute.
InteractionStyle	Open, with all ideas being recorded regardless of relevance or quality.	More controlled, focused discussion around predefined topics or questions.
Output	A large quantity of diverse ideas, solutions, or concepts.	In-depth insights, opinions, and detailed feedback on specific issues.
Duration	Usually short (30 minutes to 1 hour).	Typically longer (1 hour to 2 hours).
Data Collection	Ideas are often collected on a whiteboard, flipchart, or digital tool.	Insights are usually recorded via audio/video or notes by the facilitator.
Use Case	Generating ideas for problem-solving, creative thinking, or innovation.	Gaining deeper understanding of attitudes, experiences, or perceptions.
Advantages	Encourages creativity and idea generation;democratic; quick.	Provides rich, qualitative data; helps understand attitudes and group dynamics.
Disadvantages	Can result in a large volume	Can be time-consuming; the quality of insights depends

	of ideas, making it hard to filter or prioritize.	on the facilitator's skill.

Brainstorming is best for generating a variety of ideas or solutions quickly in a casual setting. Focus Groups are more suited for in-depth discussions on specific topics with a smaller, more targeted group.

Question 5. Observation Technique - Explain both Active and Passive approaches?

Answer- Observation techniques are used to gather information by watching and understanding workplace activities. It is used to identify needs and opportunities, understand business processes, create performance standards, assess solution performance, and facilitate training and development.

There are two approaches for observation as stated below:

- **Active -** It is also referred as a noticeable approach, while observing an activity the observer can ask any questions as they occur. Despite this interruption to the workflow, the observer can quickly understand the reasoning and any undocumented processes within the activity.
- **Passive -** It is also referred to as an unnoticeable approach, in this approach, the observer does not interrupt the work while the user is performing the work activity. Any questions would be asked once the observation is over. This allows a natural flow of events to be observed without interference by the observer, as well as the measurement of the time and quality of work.

Question 6. How do you conduct the Requirements Workshop?

Answer- A workshop can generally be described as a focused event that gathers a representative group of stakeholders to achieve a specific goal within a specific period. The technique is generally used for activities such as planning, discussion, analysis, and elicitation, as well as various others.

Requirement workshops are amongst the most widely used techniques in project management and business analysis. It's also likely to be the most common approach for requirements elicitation. This is because there is no standard structure for the technique.

There are, however, three key steps that should be taken when conducting workshops. These include preparing, conducting, and following up.

Step 1-Prepare

- Clarify initial scope and identify key stakeholder involvement.
- Define the workshop's agenda, schedule the session, and coordinate logistics. Determine appropriate session tools, templates, and outputs.
- Conduct pre-workshop interviews, job shadowing, document reviews, surveys, or benchmarking studies.

- Send materials in advance to attendees.

<u>Step 2-Conduct-</u>

- Review the goals, agenda, and ground rules for the meeting.
- Maintain a professional and objective tone.
- Elicit, analyse and document requirements using agreed tools and templates.
- Occasionally validate the activities with the workshop's stated objectives to stay on track.
- Ensure all stakeholders are heard and obtain consensus on conflicting views.

<u>Step 3-Follow Up-</u>

- Follow up on any open action items.
- Distribute completed documentation it to appropriate stakeholders.
- Schedule final walkthrough with the intent of gaining approval.

<u>Question7. In which context, Interview Technique can be conducted by a BA? How may approaches are there in conducting Interviews? (Structured - Unstructured) Explain them. Explain the difference between Open Ended Questions and Closed ended Questions?</u>

<u>Answer-</u>

Interviews involve one-on-one or group discussions with stakeholders to extract specific requirements and insights.

Interviews are a vital technique for Business Analysts (BAs) to gather information from stakeholders, end-users, and subject matter experts (SMEs). BAs can conduct interviews in various contexts, including:

<u>Requirements Elicitation:</u> To understand the needs and expectations of stakeholders for a project.

<u>Stakeholder Analysis:</u> To identify and understand the interests, priorities, and influence of different stakeholders.

<u>Process Analysis:</u> To gather information on current processes and identify improvement opportunities.

<u>Problem Identification:</u> To identify issues or challenges that need to be addressed through business analysis.

<u>Solution Validation:</u> To validate proposed solutions or gather feedback on designs.

Approaches to Conducting Interviews:

<u>Structured Interviews:</u>

Definition: In a structured interview, the interviewer follows a predefined set of questions that are asked in the same order for all participants. This ensures consistency and makes it easier to compare responses.

When Used: Structured interviews are ideal when the BA needs specific, standardized information or when the interviewee's role requires specific, factual responses.

Unstructured Interviews:

Definition: Unstructured interviews are more flexible and open-ended, with no predefined set of questions. The BA may ask broad questions and let the conversation flow naturally, allowing the interviewee to share detailed insights.

When Used: These are ideal for gathering broad insights, understanding opinions, or exploring complex issues that don't have clear-cut answers.

Open-ended Questions:

Definition: These questions require a detailed response and encourage the respondent to elaborate on their thoughts or opinions.

Closed-ended Questions:

Definition: These questions are designed to elicit a short, specific response, usually with predefined options like "yes/no" or a selection from multiple-choice answers.

Question 8. Questionnaire Technique - Where we will use? Give one example?

Answer-

Questionnaires are written sets of questions distributed to stakeholders to gather requirements efficiently. This technique is useful for reaching a wide audience, such as a survey.

A questionnaire is a research instrument that consists of a set of questions or other types of prompts that aims to collect information from a respondent. A research questionnaire is typically a mix of close-ended questions and open-ended questions.

Open-ended, long-form questions offer the respondent the ability to elaborate on their thoughts. The data collected from a data collection questionnaire can be both qualitative as well as quantitative in nature. A questionnaire may or may not be delivered in the form of a survey, but a survey always consists of a questionnaire.

A survey or questionnaire is used to elicit business analysis information including information about the customers, products, work practices, and attitudes from a group of people in a structured way and in relatively short period of time.

Surveys are the preferred elicitation technique when faced with a large number of stakeholders or when stakeholders are geographically dispersed and you need to gather the same information from them.

Examples:

1. How many times have you visited [website] in the past month?

- None
- Once

- More than once

2. What is the primary reason for your visit to [website]?

- To make a purchase
- To find more information before making a purchase in-store
- To contact customer service

<u>Question 9. How to Sort the Requirements - Where we will use? Give one example</u>

<u>Answer-</u>

When all the requirements are gathered there are chances of redundancy in those requirements so basically all the scattered requirements are put together and the repetition of requirements are removed which is known as sorting of requirements.

The process for sorting is:

- Identification of requirements.
- Dividing the identified requirements into functional and non-functional requirements
- Ifidentified requirements are similar, then they are put together and removed.

We will sort the requirements in two ways such as functional requirements and Non-Functional requirements.

Functional requirements define a function that a system or system element must be qualified to perform and must be documented in different forms. The functional, requirements describe the benaviour of the system as it correlates to the system's functionality.

Examples of functional requirements:

- Authentication
- Business rules
- Audit tracking
- Certification requirements
- Transaction corrections etc.

Non-functional requirements are not related to the software's functional aspect. They can be the necessities that specify the criteria that can be used to decide the operation instead of specific behaviours of the system.

Examples of non-functional requirements:

- Usability
- Reliability
- Security
- Storage

- Cost
- Flexibility
- Performance
- Legal or regulatory requirements, etc.

Question 10. Prioritise the Requirements -- Where we will use? Give one example.

Answer-

Prioritization is a Technique for queuing the requirements for the development process. Factors that influence the prioritization techniques are importance, risk, cost, benefits, time, and strategy. Three main actors involved in this are customer, developers, and business owners.

Requirements can be prioritized by using the following steps-

- **Step 1:** Understand the Purpose & Strategy for Prioritization.
- **Step 2:** List the Customer Needs.
- **Step 3:** List the Requirements.
- **Step 4:** Facilitate the Rating of the Need / Requirements Interrelationships.
- **Step 5:** Determine Technical / Development Factors.
- **Step 6:** Determine the Priority Rating. MoSCoW Technique:

MoSCoW is a prioritizing technique which is used in business analysis and software development to reach mutual understanding with stakeholders on the importance of each requirement.

MoSCoW stands for must, should, could and would.

M- Must have the requirements to meet the business needs.

S- Should have this requirement, if possible, but project success does not rely on it.

C- Could have this requirement if it does not affect anything else in the project.

W- Would like to have this requirement later, but it won't be delivered this time.

Question 11. Weekly status reporting - How we will drive?

Answer-

A weekly status report is a complete overview of your week at work, covering projects you've completed, ones that are still in progress and upcoming plans.

A weekly report is a review of your workweek and provides a summary of what you completed, what projects are in progress and plans that outline your workflow for the next week. Typically, weekly reports are brief and concise and only one page long.

Most professionals send weekly reports on Friday afternoons to establish consistent communication with team members and supervisors. Additionally, a weekly report can benefit both you and your employer by providing insight into important aspects of the work you complete.

Project Management Weekly Status Report Templet.

Completed Items				
Project	**Task**	**Team Members**	**Estimation**	**Notes**
Text Here	Text Here	Text Here	Text Here	Text Here
Text Here	Text Here	Text Here	Text Here	Text Here
In Progress				
Project	**Task**	**Team Members**	**Estimation**	**Notes**
Text Here	Text Here	Text Here	Text Here	Text Here
Text Here	Text Here	Text Here	Text Here	Text Here
Assigned but not Started				
Project	**Task**	**Team Members**	**Estimation**	**Notes**
Text Here	Text Here	Text Here	Text Here	Text Here
Text Here	Text Here	Text Here	Text Here	Text Here

Question 12. Meeting Minutes Document - prepare one Sample?

Answer-

Minutes is to create an official record of the actions taken at a Meeting. Minutes serve to both memorialize the actions taken for those attended the Meeting as well as for those who were unable to attend the Meeting.

Meeting minutes are notes that are recorded during a meeting. They highlight the key issues that are discussed, motions proposed or voted on, and activities to be undertaken.

MEETING AGENDA:

Meeting/project Name:	**Sprint Review Meeting**		
Date of meeting (MM/DD/YYYY):	20.01.2025	**Time:**	9:30
Meeting facilitator:	Business Analyst	**Location:**	Hyderabad

1. Meeting Objective
1. Discuss status of sprints 2. Discuss progress report of project. 3. Discuss about impediments if any. 4. Suggest Solutions

2. Attendees			
Name	Department	E-mail	Phone
ABC	Development Team	Xyz@gmail.com	234568789
XYZ	Technical Team	abc@gmail.com	678990676
Ashu	Business Analyst	ashu@gmail.com	987755443

3. Meeting Agenda	
Topic	Owner
Decision about the actions and sprint	Development Team
Decision on WIP items	Development Team

Question 13. Change Tracker - Document -- prepare one Sample?

Answer-

The role of BA in change request is very important as the change requests differ in number and complexity across business projects and may come in before, during or after implementation of a solution.

Below are the steps to follow:

- Understand the reason for the change
- Understand the impact of the change
- Understand the effort required to implement the change
- Ensure that the change request follows the predetermined approval process

Change ID	Change Description	Change Requestor	Date Raised	Impact on Schedule	Impact on Budget	Status	Reason for Change	Action Taken	Approval
CHG-001	Increase in product catalog size from 1000 to 1500 items	Ms. Lisa (Marketing Head)	19-Jan-2025	1 week	INR 1.5 Lakhs	Approved	Marketing department requested to increase product listings due to seasonal promotions.	Additional data handling capacity to be added	Approved by Mr. David, PM

Question 14. Difference between Traditional Development Model and Agile Development Models?

Answer-

Traditional Software Development	**Agile Software Development**
It is used to develop simple software.	It is used to develop complicated software.
In this methodology, testing is done once the development phase is completed.	In this methodology, testing and development processes are performed concurrently.
It follows a linear organization structure.	It follows an iterative organizational structure.
It provides less security.	It provides high security.
Client involvement is less as compared to Agile development.	Client involvement is high as compared to traditional software development.
It provides less functionality in the software.	It provides all the functionality needed by the users.
It supports a fixed development model.	It supports a changeable development model.
It is used by freshers.	It is used by professionals.
Development cost is less using this methodology.	Development cost is high using this methodology.
It majorly consists of five phases.	It consists of only three phases.
It is less used by software development firms.	It is normally used by software development firms.
Expectation is favoured in the traditional model.	Adaptability is favoured in the agile methodology.
Models based on Traditional Software Development- Waterfall Model, V Model	Models based on Agile Software Development- Scrum

Question 15. Explain Brainstorming Technique - Where to use?

Answer-

Brainstorming can be done with group or with an individual. Ideas collected during this session and reviewed and analysed. It is effective in generating lots of ideas on specific issue to determine which is the best.

Where to Use Brainstorming:

1. **When You Have Time Constraints and Need to Gather Requirements Quickly:**

Why It's Useful: Brainstorming is ideal when you're on a tight schedule and need to generate a lot of ideas quickly. Instead of spending time refining ideas, the focus is on quantity and spontaneity. The goal is to collect as many potential ideas as possible in a short time frame, and later on, these ideas can be filtered, analyzed, and refined.

Example Use Case: In project management or business analysis, when you're working under time pressure, brainstorming helps collect a variety of inputs on requirements from stakeholders without getting bogged down by discussions on feasibility or prioritization at this stage.

2. When You Want to Generate Ideas Without Any Bias:

Why It's Useful: Brainstorming provides an open environment where ideas are not judged immediately. This promotes free thinking and encourages all participants, regardless of their status or experience, to contribute. By focusing on the idea itself rather than its feasibility or source, the session becomes more democratic and creative.

Example Use Case: If you're seeking innovative solutions or product features, brainstorming allows everyone, from junior members to senior executives, to contribute their ideas without fear of judgment. This can lead to unexpected and creative ideas that would otherwise be stifled in a more traditional or hierarchical setting.

3. When You Want Quantity Over Quality in Idea Generation:

Why It's Useful: Brainstorming values quantity first, encouraging participants to think freely and generate a large volume of ideas. The assumption is that the more ideas you have, the greater the likelihood that a few high-quality ideas will emerge during the refinement process.

Example Use Case: If your goal is to generate a wide range of options for solving a problem (e.g., marketing strategies, new product features), brainstorming allows you to explore different possibilities quickly. You can then analyse and filter these ideas to find the best ones later.

4. After the Brainstorming Session, There's a Refining Session to Improve Ideas:

Why It's Useful: Once the brainstorming session is over, it's not the end. The real value comes in the refining phase, where ideas are reviewed, evaluated, and improved upon. Brainstorming allows you to get raw, diverse input, which can later be polished and refined for implementation.

Example Use Case: In product development, brainstorming can be used to come up with different concepts or features. Afterward, a focused session can be held to evaluate the feasibility, costs, and potential impacts of each idea, leading to a more refined and actionable plan.

5. When You Have Multiple Options to Choose From and Need Insight:

Why It's Useful: Brainstorming allows you to gather different perspectives and insights, helping you weigh multiple options. It fosters collaboration among team members or stakeholders. Which can provide new insights that might not be apparent to individuals working in isolation.

Example Use Case: When a team is trying to decide between various strategies or approaches to a problem (e.g., choosing between different marketing channels or vendor solutions), brainstorming sessions can offer insights from different perspectives, allowing the group to collectively arrive at the best decision.

Question 16. What reports Accounts Departments will generate (minimum 5 reports)

Answer-

Here are the five reports the Accounts Department will generate for the Employees Loan Management System:

Loan Approval Report:

This report will be generated by the Accounts Department, in coordination with HR. It provides details about the loan that has been approved for an employee, including the loan, amount, interest rate, and other terms. It will also confirm the approval status, helping the employee understand their eligibility and the loan's conditions.

Loan Rejection Report:

In case the employee's loan request is rejected, this report will be generated to communicate the rejection. It will outline the reasons for rejection and will be sent to the employee, ensuring transparency in the loan approval process.

Loan Approval Terms and Conditions Report:

Once the loan is approved, this report will specify the terms and conditions the employee must agree to. This may include the repayment period, interest rate, penalties for late payments, and other legal or procedural information. It will help ensure both the employee and the organization are aligned on the loan's structure.

Loan Repayment Schedule Report:

This report will provide the employee with detailed information about the repayment schedule. It will include the loan's tenure, monthly EMI (Equated Monthly Instalments), interest rate, and total amount to be repaid. It will give the employee a clear understanding of their financial commitments.

Loan Offer Report:

This report will detail the amount of loan sanctioned by the HR department, the loan's tenure, and the monthly EMI the employee will need to repay. This report will serve as the formal offer for the loan, ensuring the employee is informed of the financial terms and conditions before agreeing to the loan. These reports help ensure clear communication between the Accounts Department, HR, and the employee, facilitating smooth loan management and transparency throughout the loan approval process.

Question 17. What is the structure of the message/mail communicated from the HR department to the employee in case the Loan is rejected?

Answer-

Subject: Loan Application Status - Rejection Notification

Dear JESSICA,

Good day,

We regret to inform you that after reviewing your loan application, it has been rejected. The reason for this decision is that, as per our company's loan policy, employees must have completed a minimum of 1 year of service with the company to be eligible for a loan. Since your current tenure with the company is below this requirement, we are unable to process your loan request at this time.

We understand this may be disappointing, and we encourage you to apply for the loan once you have met the required service duration.

Should you have any questions or need further clarification, feel free to reach out to the HR department.

Thank you for your understanding.

Best regards,

K.ASHWADEEPA

HR Department

TTS company

Question 18. What is the structure of the message/mail communicated from the HR department to the employee in case the Loan is approved?

Answer-

Subject: Loan Approval Notification

Dear JESSICA,

Good day,

We are pleased to inform you that your loan request has been approved by the HR and Accounts departments. Below are the details of your loan approval:

Loan Amount: 7Lakhs

Loan Type: [Personal/Home/Other]

If you have any questions or need further clarification, feel free to reach out to us.

Thank you.

Best regards,

K.ASHWADEEPA

[HR Department]

TTS Company.

Question 19. Design a sample report on the Loans applications Received by the accounts department?

Answer-

Here's a sample report on the Loans Applications Received by the Accounts Department for the Employees Loan Management System:

Loan Disbursement for Jan Month

Loan Types	Application Date	Applicant Name	Eligibility Grade	Loan Approval Status	Amount	Tenure	ROI	EMI
Vehicle Loan	6/7/2024	JESSICA	A	Approved	1,00,000	10	9	1196
Child Education Loan	21/7/2024	CHARANI	C	Approved	3,00,000	15	10	998
Home Loan	5/9/2024	SHAKKEB	A	Not Eligible	-	-	-	-
Personal Loan	3/10/2024	DARSHINI	B	Not Eligible	-	-	-	-

Question 20. Which reporting Tools we will use for generating reports?

Answer-

For generating reports for the Employees Loan Management System, both Power BI and Tableau are excellent choices, depending on the specific needs of the organization. Here's an overview of how these tools can be utilized:

1. **Power BI**

- **User-Friendly Interface:** Ideal for creating interactive dashboards with simple drag-and-drop features, making it accessible for HR and Accounts personnel.
- **Integration with Microsoft Ecosystem:** Seamlessly integrates with other Microsoft products such as Excel, SharePoint, and Dynamics, which may already be in use by TTS Company.
- **Cost-Effectiveness:** Offers a more budget-friendly option with a focus on business-oriented analytics.
- **Customization:** Highly customizable visuals tailored for HR and loan-related data, such as eligibility, loan amount distribution, approval rates, and repayment tracking.
- **Real-Time Analytics:** Capable of connecting to live data sources to provide real-time updates on employee loan status and repayment tracking.

2. **Tableau**

- **Advanced Visualizations:** Known for superior visual storytelling, Tableau can create complex and insightful visuals that highlight trends and patterns in loan management data.
- **Cross-Platform Compatibility:** Works well across different operating systems and integrates with various data sources.
- **Complex Data Handling:** Excellent for handling large datasets, making it suitable for extensive employee bases or when analysing long-term trends in loan disbursements and repayments.
- **Sharing and Collaboration:** Tableau's sharing options (via Tableau Server or Tableau Online) make it easy for stakeholders to access reports and insights.