1. **GAP Analysis**
GAP Analysis identifies the difference between the current state and the desired future state of a process or system. BAs use it to uncover inefficiencies, prioritize improvements, and align business objectives with actionable solutions.
2. **Requirement Gathering**
Requirement gathering is a critical phase where BAs engage with stakeholders to collect, clarify, and prioritize business needs. This process ensures that project objectives are well-defined and align with stakeholder expectations.
3. **SWOT Analysis**
SWOT Analysis evaluates an organization's strengths, weaknesses, opportunities, and threats. BAs use this strategic tool to assess the internal and external factors that can impact project outcomes and decision-making.
4. **Product Backlog**
The Product Backlog is a prioritized list of features, enhancements, and fixes required for a product. BAs collaborate with Product Owners to refine and update the backlog, ensuring alignment with business goals.
5. **Sprint Backlog**
The Sprint Backlog contains tasks selected for a specific sprint. BAs help define and prioritize user stories, ensuring that deliverables meet stakeholder expectations and add value in an Agile environment.
6. **Agile Methodology**
Agile is an iterative and collaborative approach that emphasizes flexibility and continuous improvement. BAs facilitate communication between teams and stakeholders, ensuring that projects adapt to changing requirements effectively.
7. **Waterfall Methodology**
Waterfall is a linear, sequential approach to project management. BAs gather and document all requirements upfront, ensuring a clear roadmap for the project's design, development, and deployment stages.
8. **Documentations**
Clear and detailed documentation, such as BRD, FRD, and use case documents, is vital for project success. BAs create these artefacts to serve as a reference for stakeholders throughout the project lifecycle.
9. **Elicitation Techniques**
Techniques like interviews, brainstorming, and workshops help BAs uncover stakeholder needs and gather accurate requirements. Effective elicitation ensures that all critical inputs are considered in solution design.
10. **Mock-ups**
Mock-ups are high-fidelity visual representations of a product's design. BAs use mock-ups to present layout ideas and user interfaces, providing stakeholders with a clear preview before development.
11. **Wireframes**
Wireframe are low-fidelity sketches of a user interface, focusing on structure and functional. BAs use wireframes to communicate design ideas and gather feedback early in the development process.
12. **Prototype**
Prototypes are interactive representations of a product that simulate user experience. BAs use prototypes to validate functionality and gather user feedback, reducing risks before full-scale development.
13. **Business Process Model**
A Business Process Model visualizes workflows to identify inefficiencies and optimize processes. BAs use these models to ensure that business operations are aligned with organizational goals.
14. **MVC Model**
The MVC (Model-View-Controller) model separates an application into three interconnected components. BAs use it to describe system architecture, ensuring clarity in the development of scalable and maintainable solutions.
15. **Validating Requirement**
Requirements validation ensures that documented needs are accurate, feasible, and aligned with business objectives. BAs work with stakeholders to confirm that the requirements meet project and organizational goals.
16. **Handling Change Request**
Handling change requests involves assessing their impact on project scope, timeline, and resources. BAs evaluate and prioritize changes to ensure that they align with business goals without compromising project success.
17. **UML Diagrams**
UML diagrams like use case, activity, and sequence diagrams visually represent system design and functionality. BAs use these diagrams to communicate requirement and system workflows effectively.
18. **3-Tier Architecture**
The 3-Tier Architecture divides an application into three layers: **Presentation Layer**, **Business Logic Layer**, and **Data Layer**. The Presentation Layer manages user interactions, the Business Logic Layer processes application rules, and the Data Layer handles database operations. BAs describe this structure to ensure modular design and scalability in software solutions.
19. **Do’s and Don’ts of BA**
Do communicate effectively, prioritize stakeholder needs, and document requirements clearly. Don’t assume information, neglect stakeholder input, or overlook the importance of iterative feedback.
20. **Scrum**
Scrum is an Agile framework focused on iterative development through sprints. BAs collaborate with the team, ensuring user stories are clear, prioritized, and aligned with stakeholder goals.