**Requirements**
As a Business Analyst (BA), gathering and documenting clear, concise, and measurable requirements is essential to ensure the solution aligns with business objectives. This involves collaborating with stakeholders to capture their needs while managing conflicting priorities effectively.

**Stakeholder Analysis**
Stakeholder analysis helps identify key players in a project and understand their interests, power, and influence. It allows BAs to prioritize communication, manage expectations, and tailor engagement strategies to ensure successful project outcomes.

**Elicitation Techniques**
Elicitation techniques such as interviews, surveys, and workshops enable BAs to collect relevant information from stakeholders. These techniques help uncover hidden requirements and ensure that solutions meet user expectations and business goals.

**Documents**
As a BA, creating clear and comprehensive documentation is crucial for project success. These documents include Business Requirements Documents (BRD), Functional Requirements Documents (FRD), and Use Case Diagrams, which serve as a reference throughout the project lifecycle.

**Do’s and Don’ts of BA**
Do ensure clear communication and strong relationships with stakeholders. Do not make assumptions or overlook details during requirements gathering. Avoid scope creep by setting clear expectations and managing change effectively.

**SDLC Methodology**
The Software Development Life Cycle (SDLC) methodology defines the process for software development. BAs work within various SDLC models like Waterfall or Agile to define project scope, gather requirements, and ensure alignment with business objectives at each stage.

**Business Process Model**
A Business Process Model (BPM) represents the flow of activities within an organization. BAs use BPM to analyze processes, identify inefficiencies, and design solutions that streamline operations, improve performance, and align with business goals.

**Risk Analysis and Management**
Risk analysis and management involve identifying, assessing, and mitigating potential risks. BAs play a key role in helping businesses understand risks early, ensuring proper mitigation strategies are in place to avoid delays or project failures.

**Conflict Management - Thomas Kilman Technique**
The Thomas Kilman Conflict Resolution Model helps BAs manage conflicts by understanding different styles of conflict handling (competing, accommodating, avoiding, collaborating, and compromising). BAs use this technique to foster cooperation and resolve issues constructively.

**Agile Methodology**
Agile methodology is an iterative and flexible approach to project management that emphasizes collaboration, adaptability, and customer feedback. BAs play a pivotal role in helping teams deliver value continuously by facilitating communication and ensuring business objectives are met.

**Scrum**
Scrum is an Agile framework that focuses on delivering products in short, time-boxed sprints. BAs in Scrum teams collaborate closely with Product Owners and Development Teams to ensure requirements are well-defined and meet customer needs.

**User Stories**
User stories describe system features from an end user's perspective and are a core part of Agile development. BAs help create user stories that prioritize functionality, focusing on delivering value that aligns with business goals and customer expectations.

**Activity Diagram**
An activity diagram is a visual representation of workflows and processes in a system. BAs use activity diagrams to model and analyse business processes, ensuring they are optimized for efficiency and clarity in system design.

**Sequence Diagram**
A sequence diagram shows the interaction between different system components over time. BAs use it to visualize how processes unfold, enabling teams to understand system behaviour and identify potential issues in system flow or design.

**Use Case Diagram**
Use case diagrams represent system functionality from a user's perspective. BAs employ these diagrams to capture functional requirements, illustrating how users interact with the system and ensuring alignment with business needs.

**JAD (Joint Application Development)**
JAD is a collaborative approach to gathering requirements where stakeholders and developers work together in focused sessions. BAs facilitate these sessions, ensuring clear communication and consensus among all participants.

**Prototyping**
Prototyping is an iterative process where BAs work with users to develop early versions of the system. Prototypes help validate requirements, refine design, and ensure the final product meets user expectations before full-scale development begins.

**Wireframes**
Wireframes are visual blueprints of user interfaces. BAs use wireframes to convey design concepts, ensuring that stakeholders understand the layout, flow, and functionality of the user interface before development starts.

**Feasibility Study**
A feasibility study assesses whether a proposed solution is viable in terms of cost, technology, and time. BAs conduct feasibility studies to ensure that projects are realistic and align with the organization's capabilities and resources.

**Root Cause Analysis**
Root Cause Analysis (RCA) is a problem-solving technique used to identify the underlying causes of issues. BAs use RCA to understand why problems occur and implement long-term solutions that address the root cause, rather than just the symptoms.