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This volume in the Business Analysis Professional Development Series is the companion workbook to Mastering Business Analysis Standard Practices. Designed for instructors, trainers, and students, this supplemental workbook should be used in conjunction with the main text and enables readers to practice the seven-step business analysis process they are learning with a realistic case study, exercises, and suggested solutions. It helps facilitate self-learning and course instruction effectively where users can engage the processes before applying the tools and techniques on their own projects. Key Features - Presents a structured step-by-step process for performing business analysis that any new or experienced practitioner could follow, rather than having to piece the process together themselves - Demonstrates how to plan the business analysis work effort and develop and execute communication and information management plans - Shows how to set up a project for success with a clear and concise scope definition boundary, maintain agreement on scope, and control scope in an ever-changing environment

This volume in the Business Analysis Professional Development Series presents all the standard practices for performing business analysis work across seven steps, five perspectives, and 74 techniques. It will help business analysts at all levels further develop their skills and capabilities and master the next, or intermediate, level of competency in business analysis needed to advance their careers. This reference provides valuable guidance to everyone who performs BA work, uses BA deliverables, reviews or approves BA deliverables, or manages or mentors BA practitioners. It will help readers comprehend the BA role, responsibilities, and deliverables that ensure business analysis success.For instructors, trainers, and students, the supplemental Mastering Business Analysis Standard Practices Workbook, designed to be used in conjunction with the main text, enables readers to practice the seven-step process they are learning with a realistic case study, exercises, and suggested solutions. It helps facilitate self-learning and course instruction effectively where users can engage the processes before applying them on their own projects. Key Features* Presents a structured step-by-step process for performing business analysis that any new or experienced practitioner could follow, rather than having to piece the process together themselves * Addresses stakeholder identification and thoroughly examines stakeholder analysis and management to ensure a deep understanding before planning or engaging stakeholder involvement* Discusses how to perform situational needs analysis and prepare situational justification for decision makers within the business context* Demonstrates how to plan the business analysis work effort and develop and execute communication and information management plans* Shows how to set up a project for success with a clear and concise scope definition boundary, maintain agreement on scope, and control scope in an ever-changing environment* Provides detailed guidance on developing solution requirements and design definition for building the solution to meet stakeholder needs* Details the business analysis practitioner's role as the solution is being built; throughout the solution's existence; and after to ensure proper value is achieved* Defines BA and project management collaboration opportunities that lead to successful solution results* Covers business analysis terminology, roles and responsibilities, perspectives, competencies, and the expanded multi-level career path of a business analyst* WAV offers downloadable Business Analysis Referenced Templates--available from the Web Added Value Download Resource Center at www.jrosspub.com

This volume presents a detailed explanations of business analysis concepts, terms, tasks, and techniques, and includes examples to help readers understand how to apply them to real-world situations. It also delineates the key activities that are core to the BA role and the diverse range of activities analysts perform based on their career competency level, ranging from problem solving and identification of business opportunities, to complex systems thinking and solution development, to strategic planning and change management. It is a must-have reference for BA generalists, specialists, and hybrids at every career level and industry segment or perspective.

The development of business analysis as a professional discipline has extended the role of the business analyst who now needs the widest possible array of tools and the skills and knowledge to be able to use each when and where it is needed. This book provides 72 possible techniques and practical guidance on how and when to apply them.

Business Process Change, 3rd Edition provides a balanced view of the field of business process change. Bestselling author Paul Harmon offers concepts, methods, cases for all aspects and phases of successful business process improvement. Updated and added for this edition is new material on the development of business models and business process architecture development, on integrating decision management models and business rules, on service processes and on dynamic case management, and on integrating various approaches in a broad business process management approach. New to this edition: How to develop business models and business process architecture How to integrate decision management models and business rules New material on service processes and on dynamic case management Learn to integrate various approaches in a broad business process management approach Extensive revision and update addresses Business Process Management Systems, and the integration of process redesign and Six Sigma Learn how all the different process elements fit together in this best first book on business process, now completely updated Tailor the presented methodology, which is based on best practices, to your organization's specific needs Understand the human aspects of process redesign Benefit from all new detailed case studies showing how these methods are implemented

The sixth edition of Professional Meeting Management is the newest edition of the longtime standard reference and textbook for the meetings industry and meetings education. This is the first student and meeting professionals textbook aligned with the new Certified Meeting Professional (CMP) International Standards, which will be used by the Convention Industry Council as a reference book for item writing for the CMP Certification Examination. It includes the most up-to-date information on current trends, strategic planning for meetings, budgeting and funding, marketing and promotion, technology, running and closing the meeting, and industry developments on the horizon.

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