PMI PROFESSIONAL IN BUSINESS ANALYSIS (PMI-PBA)



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Introduction

PMI Professional in Business Analysis (PMI-PBA) is a comprehensive Training Course that prepares professionals to manage requirements and shape project outcomes from the business side. Participants learn to assess needs, plan business analysis work, elicit requirements, and evaluate solutions against real objectives. The course follows the PMI business analysis framework and its five domains: needs assessment, planning, analysis, traceability and monitoring, and solution evaluation. Furthermore, it covers stakeholder collaboration, requirements life cycle management, and solution assessment in one connected workflow. In addition, participants practise with practical tools and templates. As a result, they leave able to lead business analysis work on projects with confidence.

PMI Professional in Business Analysis (PMI-PBA) Course Objectives

- Conduct needs assessment to define the business problem and opportunity.
- Plan business analysis activities, stakeholders, and governance.
- Elicit requirements using interviews, workshops, and observation.
- Analyse requirements with modelling, decomposition, and prioritisation.
- Maintain traceability from business need through to solution.
- Evaluate solution options and recommend the best fit.
- Develop business cases with cost-benefit and feasibility analysis.
- Assess solution performance against business objectives.
- Manage requirement changes and their impact on scope.
- Collaborate with stakeholders to confirm alignment and expectations.

Course Methodology

- Workshop sessions built on real business analysis scenarios.

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- Guided practice with elicitation techniques and modelling tools.
- Simulation exercises on stakeholder conflict and requirement changes.
- Group review of participant requirement packages and models.
- Case studies from IT, banking, government, and service projects.
- Template-driven action planning for immediate workplace use.

Who Should Take This Course

- Business analysts and requirements analysts.
- Project and programme managers.
- Product owners and solution consultants.
- Systems analysts and process specialists.
- Quality and testing professionals.
- PMO analysts supporting requirements governance.

PMI Professional in Business Analysis (PMI-PBA) Course Outlines

Day 1: Needs Assessment

- Identifying the business problem or opportunity.
- Situation assessment and problem definition.
- Stakeholder identification and analysis.
- Evaluating current state and desired future state.
- Defining business objectives and success measures.
- Preparing the needs assessment report.
- Recommending options to decision makers.

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Day 2: Business Analysis Planning

- Planning the business analysis approach.
- Stakeholder engagement and communication planning.
- Governance, decision-making, and approval structures.
- Selecting elicitation techniques per stakeholder group.
- Planning requirements traceability and monitoring.
- Business analysis tools and documentation standards.
- Risk and assumption planning for requirements work.

Day 3: Elicitation and Analysis

- Interviews, facilitated workshops, and focus groups.
- Observation, surveys, and document analysis.
- Prototyping and collaborative techniques.
- Process modelling with BPMN and swimlane maps.
- Use case, user story, and scenario development.
- Data modelling and business rules definition.
- Requirements prioritisation with MoSCoW and value scoring.

Day 4: Traceability and Monitoring

- Building and maintaining a requirements traceability matrix.
- Baselining requirements and managing versions.
- Change request processing and impact analysis.
- Managing scope creep and requirement conflicts.
- Requirements review, verification, and sign-off.

- Status reporting on requirements progress.
- Stakeholder communication during analysis.

Day 5: Solution Evaluation

- Assessing solution options against criteria.
- Cost-benefit analysis and business case development.
- Validating requirements against business objectives.
- Measuring solution performance with KPIs.
- Identifying limitations and recommending improvements.
- Supporting transition and solution adoption.
- Building a personal business analysis action plan.

Conclusion

By successfully completing PMI Professional in Business Analysis (PMI-PBA), participants will gain a complete method for managing requirements and shaping solutions that meet real business needs. They will have acquired practical skills in needs assessment, business analysis planning, elicitation and analysis, traceability and monitoring, and solution evaluation. In addition, they will know how to align analysis work with project and organisational objectives. Gentex Training Center delivers this course so professionals can apply business analysis practice from the next working day.

FAQs for the PMI Professional in Business Analysis (PMI-PBA) course

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Q1 What is the "PMI Professional in Business Analysis (PMI-PBA)" course about?

It is a five-day programme on managing requirements and shaping project outcomes. It follows the PMI business analysis domains: needs assessment, business analysis planning, elicitation and analysis, traceability and monitoring, and solution evaluation.

Q2 What are the key benefits of the "PMI Professional in Business Analysis (PMI-PBA)" course?

Participants capture the right requirements earlier and cut rework caused by missed needs. They align solutions with business objectives, control scope changes with evidence, and improve stakeholder agreement. Organisations gain solutions that deliver expected benefits and fewer late-stage surprises.

Q3 What skills will I gain from the "PMI Professional in Business Analysis (PMI-PBA)" course?

You will gain needs assessment and business analysis planning, requirements elicitation and analysis, requirements traceability and change monitoring, and solution evaluation and business case development.

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Q4 What tools, methods, or standards are covered in the "PMI Professional in Business Analysis (PMI-PBA)" course?

The course covers the PMI business analysis framework and its five domains, needs assessment reports, stakeholder analysis, BPMN process modelling, swimlane maps, use case and user story formats, data and business rule models, MoSCoW prioritisation, requirements traceability matrices, cost-benefit analysis, and KPI-based solution evaluation.

Q5 How is the "PMI Professional in Business Analysis (PMI-PBA)" course applied in real-world practice?

Participants apply it by running needs assessments, planning elicitation sessions, writing requirement specifications, managing traceability matrices and change requests, and evaluating delivered solutions against objectives. Analysts use these methods on system implementations, process improvements, and digital transformation projects.