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Dream , Strive & Achieve Victory

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Business Analyst Online Training Curriculum

Overview of Business analysis

- Who is a Business Analyst?
- Business Team / Technical team
- Roles & Responsibilities of BA

IT Slang / Jargon / Basic definition of IT

- Who is a Stakeholder?
- What is NDA?
- Who is a contractor Business Analyst?
- What is Functionality?
- What is go live?
- What is Sign off?

Analysis

- Who is an Actor?
- How to identify an actor?
- What is a Use Case?
- How to identify an Use Case and
- Use Case Template
- Attributes / component in Use Case Template

UML – Unified Modeling Language

- What is an UML?
- Activities Diagram
- Sequence Diagram

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- Context Diagram
- Use Case Diagram

Modeling Tools

- Microsoft Visio
- OmniGraffle
- Pages

Requirement Gathering Methods

- Existing Documentation
- Web Exploring
- Interviewing
- Questioners

JAD Session

- What is JAD session?
- Protocols involved in JAD session
- Role of BA in JAD session
- Participants in JAD session

Software Development Life Cycle (SDLC)

- Steps involved in SDLC

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SDLC – Methodology

- Rational unified Process (RUP)
- Waterfall Methodology
- Agile Methodology

Documentation

- Overview of Business Requirement Document (BRD)
- Contents of Business Requirement Document (BRD)
- Walkthrough of BRD
- Overview of Functional Requirement Document (FRD)
- Contents of Functional Requirement Document (FRD)
- Walkthrough of FRD
- Overview of Project Management Plan
- Overview of Project Charter
- Overview of Actor Catalog
- Overview of User Manual

Overview of PMP / CAPM Exam

- Overview of PMI
- Overview of PMP / CAPM
- Comparison of PMP & CAPM

Project Management Framework

- What is a Project ?
- What is Operation ?
- What is a Portfolio ?
- What is Program ?
- What is Project Management Team ?

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- Organization Structure

Scope Management

- Work Breakdown Structure (WBS)
- Baseline

Time Management

- Estimation Techniques
- One – Point Estimation
- Three – Point Estimation
- Analogous Estimation

Cost Management

- Life Cycle Costing
- Value Analysis
- Variable Cost
- Fixed Cost
- Direct Cost
- Indirect Cost

Quality Management

- What is Quality ?
- Gold Plating
- What is Kaizen
- Just-in-Time
- Quality Audit
- Sigma Standards

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Human Resources Management

- Role of Project Sponsor / Project Initiator
- Responsibility Assignment Matrix
- RACI Chart
- Staffing Management Plan
- Virtual Team
- Issue Log
- Arbitration
- Fringe Benefits

Communication Management

- Stakeholder Register
- Types Of Communication
- Communication Channel

Risk Management

- What is Risk
- What is Well Defined Risk ?
- What is Risk Response Owner ?
- What is Trigger ?
- What is Contingency Plan ?
- What is Secondary Risk ?

Procurement Management

- Who is a Buyer ?
- Who is Seller ?
- Centralized Procurement Department
- Advantage & Disadvantage Centralized Procurement Dept

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- De – Centralized Procurement Department
- Advantage & Disadvantage Decentralized Procurement Dept
- Contracts

Health Insurance

- What is Health Insurance?
- Components of Health Insurance
- Types of Health Insurance coverage
- Types of Health Insurance (HMO, PPO, POS)
- Provider vs Payer & NPI

Claims Process

- What is Health Insurance?
- Claims Process Flow
- Claims Process Flow
- Claims Adjudication Processing
- Encounters Submission
- Compliances Check

EDI Transaction – 1

- ICD 9 vs ICD 10
- 4010 vs 5010
- DRG, CPT, HCPCS
- TR3, Companion Guide

EDI Transaction – 2

- ICD 9 vs ICD 10

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- 4010 vs 5010
- 4010 vs 5010
- DRG, CPT, HCPCS

Relevant Certification

- Overview of CAPM Certification?
- Overview of PMP Certification?

Financial Accounting:

- accounting: meaning & types
- balance sheet: assets, liabilities, equity, balance sheet example
- income statement
- cash flow statement

Corporate Finance:

- Time value of money
- Discount cash flow approach
- Cost of capital
- Business & industry cycles

Financial statement analysis

- SEC filings
- 10K structuret

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Valuation presentation 1

- SEC filings
- 10K structure

Valuation presentation 2

- valuation
- comparable public companies
- precedent transactions
- DCF analysis

Valuation presentation 3

- valuation
- Comparable Bublic Companies
- Precedent Transactions
- DCF analysis

Financial instruments

- Derivatives
- Stocks
- Debt

Resume Preparation

- Overview of Good Resume
- Do’s and Don’ts of Resume
- Formatting the resume
- Use Case Templates

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