



Western Technical College

10102220 Business Analyst Capstone

Course Outcome Summary

Course Information

Description	This course provides Business Analyst students the opportunity to integrate the knowledge they have obtained throughout their curriculum by demonstrating their proficiency during the entire lifecycle of a project.
Career Cluster	Business Management and Administration
Instructional Level	Associate Degree Courses
Total Credits	4
Total Hours	72

Pre/Corequisites

Pre/Corequisite 10102219 Project Implementation

Textbooks

Business Analysis and Leadership. Copyright 2013. Pullan, Penny and James Archer. Publisher: Kogan Page Ltd. **ISBN-13:** 978-0-7494-6862-0. Required.

Seven Steps to Mastering Business Analysis: The Essentials. 2nd Edition. Copyright 2020. Carkenord, Jamie. Publisher: J. Ross Publishing, Inc. **ISBN-13:** 978-1-60427-160-7. Required.

PMI Guide to Business Analysis. 1st Edition. Project Management Institute. Publisher: Independent Publishing Group. **ISBN-13:** 978-1-62825-198-2. Required.

Success Abilities

1. Cultivate Passion: Enhance Personal Connections

2. Cultivate Passion: Expand a Growth-Mindset
3. Live Responsibly: Develop Resilience
4. Live Responsibly: Embrace Sustainability
5. Live Responsibly: Foster Accountability
6. Refine Professionalism: Participate Collaboratively

Experiential Learning

1. Community Based Learning Project: a key learning outcome of this course is to connect academic learning and civic development while simultaneously addressing a community partner's needs, interests, or problems.
2. Work-Based Learning: this course applies your learning to your desired profession by working in industry placements such as internships, practicums, clinicals, or co-ops.

Program Outcomes

1. Perform elicitation, validation, and analysis of requirements to meet a business need
2. Build relationships with stakeholders
3. Demonstrate leadership throughout business analysis efforts
4. Demonstrate professional communication in a business environment

Course Competencies

1. Model professional communication.

Assessment Strategies

- 1.1. Project
- 1.2. Portfolio

Criteria

You will know you are successful when

- 1.1. you model business professional oral communication skills.
- 1.2. you produce business professional communication in written format.

Learning Objectives

- 1.a. Integrate business professional communication skills.
- 1.b. Summarize the importance of business professional communication and Business Analyst success.

2. Enhance your relationship building skills.

Assessment Strategies

- 2.1. Reflection

Criteria

You will know you are successful when

- 2.1. you assess your strengths.
- 2.2. you determine opportunities for growth.
- 2.3. you develop strategies for continual improvement.

Learning Objectives

- 2.a. Specify the value of relationship building with business stakeholders.
- 2.b. Relate the necessity to adjust interactions based upon the stakeholder.
- 2.c. Specify the leadership skills that have an impact on building relationships.
- 2.d. Summarize the importance of relationship building and Business Analyst success.

3. Produce Business Analyst Exit Project.

Assessment Strategies

- 3.1. Project

Criteria

You will know you are successful when

- 3.1. you summarize your experience.
- 3.2. you explain how this experience helps prepare you to be a Business Analyst.
- 3.3. you explain how this experience enhances your value as a Business Analyst.

Learning Objectives

- 3.a. Explore professional development opportunities.
- 3.b. Examine the value of relevant professional opportunities.
- 3.c. Compare how opportunities align with professional interests.

4. Model time management skills.

Assessment Strategies

- 4.1. Project
- 4.2. Reflection

Criteria

You will know you are successful when

- 4.1. you practice estimating effort needed to complete deliverables.
- 4.2. you prepare status updates to communicate the status of deliverables.
- 4.3. you summarize your time management skills.
- 4.4. you develop strategies for continual improvement.

Learning Objectives

- 4.a. Examine methods for documenting assigned deliverables.
- 4.b. Relate the importance of time management to Business Analyst success.
- 4.c. Characterize project-related methods used to communicate deliverable status.
- 4.d. Discuss how time management informs accountability.

5. Support team collaboration.

Assessment Strategies

- 5.1. Project

Criteria

You will know you are successful when

- 5.1. you produce assigned project deliverables.
- 5.2. you relate team collaboration to the project outcome.
- 5.3. you assess collaboration efforts.

Learning Objectives

- 5.a. Discuss assigned deliverables.
- 5.b. Evaluate team member strengths.
- 5.c. Relate Business Analyst skills to project completion.

6. Demonstrate career readiness.

Assessment Strategies

- 6.1. Interview
- 6.2. Reflection

Criteria

You will know you are successful when

- 6.1. you prepare a resume.
- 6.2. you simulate an interview.
- 6.3. you examine opportunities for growth.

- 6.4. you express strategies for continual improvement.
- 6.5. you validate your proficiency of program competencies.

Learning Objectives

- 6.a. Explore relevant career artifacts.
- 6.b. Validate relevant career skills.
- 6.c. Critique your relevant career skills.
- 6.d. Relate program competencies.

7. Relate leadership to Business Analyst success.

Assessment Strategies

- 7.1. Reflection

Criteria

- 7.1. you summarize how leadership relates to Business Analyst success.
- 7.2. you model leadership while conducting Business Analyst work.

Learning Objectives

- 7.a. Relate the significance of leadership to Business Analyst work.
- 7.b. Depict actions that exhibit leadership.
- 7.c. Assess leadership characteristics while performing Business Analyst work.

8. Facilitate the determination of business needs.

Criteria

- 8.1. you facilitate requirements elicitation.
- 8.2. you assess requirements.
- 8.3. you validate requirements.
- 8.4. you construct technical documentation.

Learning Objectives

- 8.a. Prepare for stakeholder elicitation.
- 8.b. Relate successful meeting facilitation skills.
- 8.c. Assess elicited information.
- 8.d. Incorporate validation.
- 8.e. Relate the significance of effective technical documentation.

9. Relate business acumen to Business Analyst success.

Criteria

- 9.1. you explain how you will continue to build your business acumen.
- 9.2. you relate the importance of building your business acumen to your success as a Business Analyst.

Learning Objectives

- 9.a. Summarize the significance of improving business acumen for a Business Analyst.
- 9.b. Explore opportunities to improve business acumen.