



# ONLINE CERTIFICATE PROGRAM IN BUSINESS ANALYSIS

*Recently updated to version 2.0 of the IIBA® Business Analysis Body of Knowledge (BABOK®)*

The increasing need for trained business analysts who can successfully identify business needs and determine effective solutions has given rise to the *Business Analysis Certificate Program*. Begin or advance your career as a business analyst, and prepare to sit for the Certified Business Analysis Professional Certification examination. A recent salary survey notes business analysts can earn more than \$100,000 a year, and the business analysis profession is among the top 20 most recession-proof careers.

The dependence on technology has created the need for individuals with the ability to bridge the gap between business and information technology. Business analysts provide this crucial link between functional areas such as human resources, finance, marketing, research and development, and information technology. Improve your ability to lead communication and collaboration efforts.

## Gain practical knowledge that matters

- Explore the fundamental concepts and theory of business analysis.
- Learn to identify business opportunities and design solutions.
- Discover how to optimize your project investments.
- Develop strategies for gaining stakeholder approval.

## Designed for professionals like you

This program is designed for professionals in the private and public sectors who seek solutions for process improvement and organizational change. Systems analysts who need to bridge the gap between business processes and technical requirements also benefit.

## Certificate requirements

Courses may be taken individually or as part of a certificate program. You will be awarded a Certificate in Business Analysis upon the successful completion (with a grade of "C" or better) of six required courses (14 units) plus any two courses (each 1.5 units or more) in the Business and Management program area, and submission of the application form and fee. Any approved course in Business and Management may be used to fulfill the elective course requirements. It is possible to complete this program in a year or less.

## For more information

For current course schedules and fees, please reference the UC Davis Extension general catalog or visit us on the Web.

For additional information, please call (530) 757-8895 or email [extension@ucdavis.edu](mailto:extension@ucdavis.edu)

[extension.ucdavis.edu/certificates](http://extension.ucdavis.edu/certificates)



Course descriptions  
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**UC DAVIS  
EXTENSION**  
**BUSINESS AND  
MANAGEMENT**



CONTINUING AND PROFESSIONAL EDUCATION



## REQUIRED COURSES

### Business Analysis Fundamentals

2.5 quarter units academic credit, X433.7.  
25 PDU hours, 25 CDU hours.

Develop the knowledge and skills you need to succeed as a business analyst and enhance your ability to create solutions to business problems. Explore the fundamentals of business analysis using the International Institute of Business Analysis' (IIBA®) *Business Analysis Body of Knowledge (BABOK®)*. Learn the techniques, methodologies and core competencies required of effective business analysts.

IIBA™ program ID number: E068-002.

### Business Analysis: Planning and Monitoring

2.5 quarter units academic credit, X433.9.  
25 CDU hours.

Discover how to plan and monitor effective approaches for developing system solutions for business needs and opportunities. Examine the processes and activities to perform business analysis planning and monitoring, as defined in the *Business Analysis Body of Knowledge (BABOK®)*. Learn the methodologies, tools and techniques that represent current business analysis best practices, both for traditional plan-driven methodologies and for contemporary change-driven methodologies. Examine the factors that drive business analysis.

IIBA™ program ID number: E068-005.

**Prerequisite:** *Business Analysis Fundamentals*.

### Enterprise Analysis: Defining the Business Need

2 quarter units academic credit, X433.8.  
20 CDU hours.

Gain a comprehensive understanding of the organizational framework of your projects, and learn techniques to help you create systems to support your entire enterprise. Learn to collect pre-project and early project data to capture an accurate and realistic view of business requirements and the necessary functional design work for any given initiative. Examine how to incorporate context into your short- and long-term plans. Explore investigative feasibility techniques to create business architecture and strategies in line with your projects themselves. Learn to determine optimal business solutions.

IIBA™ program ID number: E068-001.

**Prerequisite:** *Business Analysis Fundamentals* or equivalent experience.

### Requirements Elicitation

2 quarter units academic credit, X433.4.  
20 CDU hours.

Learn to choose the appropriate technique for extracting necessary information critical to successful business analysis. Explore the most effective techniques for figuring out, or eliciting, project requirements and the steps involved with each technique. Examine the most worthwhile techniques such as brainstorming, document analysis, focus groups, interviewing, observation, prototyping, workshops, reverse engineering, and the best uses of surveys and questionnaires.

IIBA™ program ID number: E068-004.

**Prerequisite:** *Fundamentals of Business Analysis* or equivalent experience.

### Requirements Analysis, Management and Communication

3 quarter units academic credit, X433.10.  
30 CDU hours.

Gain a thorough understanding of the processes of requirements analysis, management and communication, following the International Institute of Business Analysis' *Business Analysis Body of Knowledge (BABOK®)*. Learn to analyze and document stakeholder requirements for a solution to an identified business need or opportunity. Learn to transform a collection of raw elicited requirements statements into a complete and correct set of requirements that help you effectively guide the development of your system solution. Discover how to analyze business requirements through modeling techniques to create a detailed set of requirements appropriate to guide the development of your business solution.

IIBA™ program ID number: E068-007.

**Prerequisite:** *Business Analysis Fundamentals* or equivalent experience.

### Solution Assessment and Validation

2 quarter units academic credit, X433.6.  
20 CDU hours.

Learn to facilitate the selection of a solution; develop alternate solutions; ensure the usability of the solution; and support the quality assurance process and the implementation of the solution. Business analysts are accountable for solutions that meet defined needs. They must also have the ability to assess projects after implementation. Find out how to evaluate technology options; to assess and validate your solution; to communicate the impacts of your solution; and to conduct the post-implementation review and assessment.

IIBA™ program ID number: E068-006.

**Prerequisite:** *Fundamentals of Business Analysis* or equivalent experience.

*These courses may be taken individually or as part of the Business Analysis Certificate Program.*

QUARTER SCHEDULE OF COURSES		UNITS	F	W	SP	SU
<b>REQUIRED COURSES (14 units)</b>						
Business Analysis Fundamentals	2.5	ONLINE			ONLINE	
Business Analysis: Planning and Monitoring	2.5			ONLINE		
Enterprise Analysis: Defining the Business Need	2			ONLINE		
Requirements Elicitation	2				ONLINE	
Requirements Analysis, Management and Communication	3	ONLINE				
Solution Assessment and Validation	2			ONLINE		ONLINE
<b>ELECTIVE COURSES (two courses, each 1.5 units or more)</b>						
Systems Design, Implementation and Support for Today's Business Systems	3			ONLINE		
Fundamentals of Project Management	2	ONLINE		ONLINE	ONLINE	ONLINE
Effective Negotiation Strategies	3			CLASSROOM		
Collaborative Problem-Solving	1.5	CLASSROOM				
Essentials of Project Management	3.5			CLASSROOM		CLASSROOM
Electives: Any two courses (each 1.5 units or more) in the Business and Management program area may apply.						

Schedules are subject to change. Check our website for the latest schedule and course information or call (800) 752-0881. F=Fall W=Winter SP=Spring SU=Summer

[extension.ucdavis.edu/certificates](http://extension.ucdavis.edu/certificates)

The online *Business Analysis Certificate Program* consists of six required courses (14 units) plus any two courses (each 1.5 units or more) from the Business and Management Program.

Participants will be awarded a certificate in Business Analysis upon the successful completion of this program.

**IIBA™ Endorsed Education Provider**

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