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IIBA® Business Analysis Competency Assessment

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Introductions

Maureen McVey, CBAP
Head of Learning and Development, IIBA

- 15+ years of as a Business Analyst
- Cross-industry experience: Finance, Government, Policing, Manufacturing, Insurance, Call Centre
- Software development, COTs, SAP, Learning Management systems, Banking applications
- Process Optimization using Six Sigma, CMMI
- Developing Business Analysis Centres of Excellence
- Development and delivery of Business Analysis Curricula

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IIBA® Vision and Mission

Vision

The world's leading association for Business Analysis professionals

Mission

Develop and maintain standards for the practice of business analysis and for the certification of its practitioners.

IIBA® is an international not-for-profit professional association for business analysis professionals.

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Question and Answer

How to Ask Questions

- Use the Question box to ask questions.
- Short, specific questions, please!

Laura Paton

Maureen McVey

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Laura Paton, MBA, CBAP, PMP Head of New Product Development, IIBA®

Laura began her career as a software developer in the early 1980s and eventually transitioned into Project Management and Business Analysis roles. Having acquired over 25 years of BA experience, she has helped many organizations establish and mature their BA practices. She has managed large teams of BAs, established BA Centers of Excellence, implemented requirement management tools and worked as both a tactical and strategic BA for many years.

She has contributed to IIBA in many volunteer roles including serving as VP of Education and Professional Development for the RTP Chapter in North Carolina, as well as taking on roles for *A Guide to the Business Analysis Body of Knowledge®, Version 2.0 and 3.0.* Today she serves as Chair of the *BABOK® Guide Version 3.0* along with fulfilling her role as Head of New Product Development for IIBA.

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Today's Webinar…

- What is a competency model?
- What is the IIBA Business Analysis Competency Assessment?
- What's in it for me?
- How do I take a Competency Assessment?
- Understanding the Competency Report & Development Plan

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What is a Competency?

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What is a Competency Model?

Competency models describe the knowledge, skills, abilities and other personal characteristics required for a person to be successful in a job and to perform that job effectively.

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What is the IIBA Competency Model?

KAs
Groups of Tasks and knowledge specific to the Tasks BAs perform

Techniques
How Tasks are performed or format of Task output

UCs
Foundational skills, knowledge, and personal characteristics used to execute Techniques and Tasks

Performing these together in concert
=
Performance Competency

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What is a Competency Assessment?

A process by which an individual can measure their skills and knowledge against a defined standard.

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What is the IIBA Business Analysis Competency Assessment?

- 75 Questions grouped by BABOK® Knowledge Area, Techniques, Underlying Competencies
- Competency Summary Report
- Customized Development Plan

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What's In It for Me?

- Understand the industry standard for the role
- Understand your current competencies
- Identify your skill gaps
- Receive a targeted development plan
- Direct your professional development

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Let's Take a Look

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Finding the Assessment

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Finding the Assessment

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- What is Business Analysis
- Communities
- Business Analysis Body of Knowledge
- The Agile Extension of the BABOK
- Online Library
- Business Analysis Competency Model
  - Licensing Agreement
- Best Practices for Better Business Analysis
- Endorsed Education Provider Training
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IIBA Business Analysis Competency Model Version 3

The IIBA® Business Analysis Competency Model describes the knowledge, skills, abilities and other personal characteristics required for a person to be successful and perform effectively in a business analyst role.

The IIBA Business Analysis Competency Model is different from *A Guide to the Business Analysis Body of Knowledge®* (*BABOK® Guide*) in that while the guide outlines the work a business analyst performs and details the knowledge required to perform that work, the model provides a method for identifying what behaviours and results make a business analyst successful in performing the activities outlined in the *BABOK® Guide*.

The Competency Model also includes job profiles, career paths for business analysts, advanced business analyst profiles, specialty business analyst profiles, and hybrid business analyst profiles.

IIBA Members

- Assess your business analysis competencies
- Identify areas for your professional development
- Set goals for managing your career path

Download your read-only member copy!

** Note that your member copy is not suitable for team and corporate usage, sharing, or replication in part or whole.*

NEW! Discover how your BA skills measure up – take the IIBA Business Analysis Competency Assessment™.

LEARN MORE

UNLOCK THE POWERFUL POTENTIAL OF DATA
M.S. BUSINESS ANALYTICS FOR EXECUTIVES

IVAR JACOBSON INTERNATIONAL
USE-CASE 2.0
The lightness of user stories with the power of modeling
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Choosing Your Assessment

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HOME PERFORMANCE

Welcome | Your Scheduled Tasks

Welcome Laura Paton

You have successfully logged into the Business Analysis Competency Assessment. A link to your competency assessment will be provided below within 24 hours of membership payment or renewal.

IIBA Commitment to our Members

Taking the IIBA® Business Analysis Competency Assessment™ is an important step in moving your career to the next level. Your development plan will help you stay on track with your goals, whether you want to improve your skills in your present job, are working towards a promotion or salary increase, or are seeking a new position.

Introducing the Business Analysis Competency As...

The Business Analysis Competency Assessment

2013: The Year of Your Career

Which Assessment Should I Take?

Intermediate	Senior
• 4 years or less in BA role • Team Member • Line of Business Projects	• 5 years or more in BA role • Team Leader • Enterprise Projects

Not yet at the Intermediate level? You can still take the Intermediate Assessment to evaluate your BA skills and begin a professional development plan.

Take Assessment Now

	Due Date
Business Analysis Competency Assessment (Intermediate)	3/21/2014
Business Analysis Competency Assessment (Senior)	3/21/2014

Thank you for completing the Business Analysis Competency Assessment. Please take a few minutes to complete a survey about your experience with the assessment.

Click here to take survey

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Starting Your Assessment

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Starting Your Assessment

Step 3

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Rating Scale

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Step 4

Competency Assessment for Laura Paton

Please rate the effectiveness of this user for each competency.

Rating Scale

SCORE	RATING	DESCRIPTION
1	Novice	A novice has only a textbook understanding of the requirements of a role, with no practical experience.
2	Advanced Beginner	An advanced beginner has some practical experience with the most important aspects of the role.
3	Competent	A competent practitioner has a good working knowledge of all areas of practice.
4	Proficient	A proficient practitioner has an in-depth knowledge of all areas of practice.
5	Expert	An expert practitioner has an authoritative and deep tacit understanding of their area of practice.

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The Questions

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Step 5

Step 5

BABOK® Guide (Chapter 3) - Elicitation (I)	Ratings				
	1	2	3	4	5
Takes the lead for planning and executing sessions to elicit requirements from a broad group of stakeholders					
When planning for a requirements session, considers the audience type, the goal of the session and the techniques to be used					
Captures requirement issues when eliciting requirements from stakeholders and takes initiative to follow-up on issues and to update requirements if impacted as a result of the issue resolution					
Applies Scope Modeling techniques to help stakeholders visualize the appropriate boundaries for the solution scope					
Conducts Structured Walkthroughs to confirm the accuracy of the information received during elicitation with the stakeholders					

BABOK® Guide (Chapter 4) - Requirements Management and Communication (I)	Ratings				
	1	2	3	4	5
Obtains and maintains consensus among key stakeholders regarding solution scope					
Ensures that stakeholders who are responsible for approving requirements fully understand and accept the requirements as stated					
Maintains traceability on projects, identifying and maintaining linkages from the business objectives, to requirements through to test cases and solution components					
Identifies requirements that are candidates for reuse and makes them available to other analysts for future use					
Changes communication approaches to address the different communication needs of stakeholders					
Confirms the accuracy and completeness of the requirements with the stakeholders					
Performs impact assessments when a change is proposed to approved requirements					

BABOK® Guide (Chapter 5) - Enterprise Analysis (I)	Ratings				
	1	2	3	4	5
Defines and documents business requirements including business needs and required capabilities of the organization					

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Saving & Completing

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(I) User Stories:	Ratings				
	1	2	3	4	5
Understands the difference between use cases and user stories, the value of each approach and when each is best applied	○	○	○	○	○

Comments:

(I) Vendor Assessment:	Ratings				
	1	2	3	4	5
Conducts a vendor assessment to gather and document information on vendor options when working on a project where part or all of the solution is being provided by a 3rd party	○	○	○	○	○

Comments:

Save & Return | Print | Submit Assessment

Step 6

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Finding Your Reports

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Competency Assessment

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Competency Assessment Summary | Development Plans

Test Intermediate Model v2 - Laura Paton

View Assessment Report

Display Assessment Summary By: All Ratings

Click on any bar graph to view rating details

- At Or Above Target Score - Below Target Score ♦ - Target Rating

Intermediate Business Analyst (IIBA Members) v2

COMPETENCIES	AVG. RATING *	RATING SCALE (0 1 2 3 4 5)
BABOK® Guide (Chapter 2) - Business Analysis Planning and Monitoring (I)	2.9	
Business Analysis Planning and Monitoring (cont'd) (I)	2.0	
BABOK® Guide (Chapter 3) - Elicitation (I)	2.8	
BABOK® Guide (Chapter 4) - Requirements Management and Communication (I)	3.0	

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Competency Assessment

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Intermediate Model v2 - Laura Paton

View Assessment Report

Display Assessment Summary By: All Ratings

Next Competency

BABOK® Guide (Chapter 2) - Business Analysis Planning and Monitoring (I)		
ITEM	AVG. RATING *	SELF
Determines the overall business analysis approach before beginning an initiative; describes the process to be followed for the analysis work and documents the work products that will be delivered and the timing for delivering them	1.0	1.0
Analyzes, documents and manages business analysis-related assumptions, constraints and dependencies on an initiative	2.0	2.0
When conducting a stakeholder analysis, identifies the stakeholders who are impacted by the change and determines their attitudes and influence over the initiative	2.0	2.0
Manages the work activities across a team of BAs, including the allocation of BA resources to tasks and the updates to schedules	2.0	2.0
Develops a BA communication plan to address the different communication needs of the stakeholders involved	4.0	4.0
Defines a traceability strategy for projects, determining whether and how to trace requirements based on project complexity and risks	4.0	4.0
Plans for requirements change by defining processes for approving requirements, requesting changes to them and authorizing those changes	4.0	4.0
Adjusts business analysis plans and the work being performed when organizational priorities or factors outside ones control changes	4.0	4.0
Overall Competency Rating	**2.9**	**2.9**

* The average rating denoted above is calculated in the following way: Self (100)%

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Development Plan

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1.1 Business Analysis Planning and Monitoring – BABOK® Guide (Chapter 2)

Develop an understanding of the various techniques that can be applied to help estimate business analysis work. Estimate the level of effort for tasks you are assigned. Work with BA Leads and/or BA Managers to review your estimates and learn from them as to why adjustments may need to be made. Check your estimates against actuals. As you begin to develop better estimates, progressively estimate tasks associated to larger and more complex work efforts.	*In Progress* 0	12/31/2013
Work with BA Leads and/or Managers to understand various options for managing your project requirements. Review your stakeholder analysis and help develop the requirements management process with the information you know/understand. Learn about the various requirement attributes available for capture and propose suggestions utilizing your own project experiences. Work with your BA Leads and/or Managers to formalize requirements management process and traceability approach for your project.	*In Progress* 0	12/31/2013
Learn more about the various approaches for performing		

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Development Plan

Development Plan: Laura Paton >

Development Plans

Development Plans

Intermediate Model v2 12/31/2013

0%

BABOK® Guide (Chapter 2) - Business Analysis Planning and Monitoring (I)

Consider planning for requirements change. At your level of BA experience, you should ensure your projects include a defined requirements change process and a process for approving requirement changes as well as incorporating changes into prior versions of requirements.

In Progress 0 12/31/2013

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Question and Answer

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- Short, specific questions, please!

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www.iiba.org select **What's New**

Questions: Competency@iiba.org