

Business Systems Analysis

Defining Business and User Software Requirements

Live: Onsite or Virtual
2 Days | 14 Hours

Anytime eLearning
Self Paced | 14 Hours

Business systems analysis is the critical discipline that ensures organizations build, buy, or configure the right solutions - solutions that truly align with business goals, user needs, and operational realities.

Whether your teams are vibe-coding prototypes, writing production-grade code, or configuring complex vendor platforms, the quality of the outcome always depends on the quality of the analysis.

Inteq's Business Systems Analysis training course equips you and your team with a modern, business-centric framework to identify, analyze, and specify clear, complete, and actionable business systems requirements.

Through intuitive models and diagrams, proven best-practice techniques, and real-world scenarios, you learn how to uncover deep operational insight and translate it into requirements that developers, system integrators, and vendors can confidently execute.

You will master a rigorous, repeatable approach for transforming business needs into precise software and solution specifications - whether expressed as user stories, use cases, or full Software Requirements Specifications (SRS).

The result is smarter solution design, faster delivery cycles, fewer defects, and systems that genuinely support how the business needs to operate.

In a world where technology changes fast but business complexity changes faster, professional business analysis isn't optional - it's essential. It's the discipline that keeps vibe coding grounded, accelerates professional development teams, and dramatically improves the success of vendor-configured solutions.

By mastering modern business systems analysis, you and your team become the bridge between business vision and system execution - and a critical force in reducing rework, lowering implementation risk, and delivering business value at scale.

You will learn:

- The 5 types of business requirements that form the foundation for business analysis
- Engage business users, subject matter experts and stakeholder in the analysis process
- Surface "hidden" business requirements
- Specific questions that elicit deep business knowledge
- Specify precise unambiguous business requirements
- To effectively engage SMEs and other stakeholders
- Analyze business requirements 360° to ensure thorough analysis
- Identify and validate complex business scenarios
- Leverage analysis resources and business knowledge across the enterprise
- Business analysis best practice techniques
- and much more

Course outline

Framework and Key Concepts

- Analysis myths & misconceptions
- Deep vs. superficial analysis
- Business vs. business systems requirements
- The 5 essential business analysis questions

Defining Baseline Requirements

- Business functions, processes and work activities
- The 5 types of business system requirements
- The Interaction Content Diagram
- Components of an effective use case

Analyzing and Extending Requirements

- Interaction flow of events
- Break-fix scenario analysis
- Decision & business rule analysis
- Refining Non-functional needs

Defining Information Requirements

- Business vocabulary & terminology
- Entity types | Attributes | Relationships
- ERD fundamentals
- Data quality dimensions

Extending Information Requirements

- State transition analysis
- State transition diagramming
- Analytics and reporting needs
- Data integration requirements

BSA at Scale Case Study

Participants analyze a complex real-world business space and identify and define business and user requirements. This case study provides an invaluable template that participants can leverage to jump start and improve business systems analysis in their organization.

Elicitation and Collaboration

- Quality of the conversation
- Engaging SMEs and stakeholders
- Sources of business knowledge
- Facilitated workshops
- Managing alignment and conflict

Practical Guidance

- Quality of the conversation
- Engaging SMEs and stakeholders
- Sources of business knowledge
- Facilitated workshops

Who should attend?

- Business analysts
- Systems analysts
- Project managers
- IT professionals
- Subject matter experts
- Business users actively involved in discovering, analyzing and specifying business and user requirements.

Prerequisites:

None. Inteq's Business Systems Analysis training course provides a comprehensive and cohesive approach to systems analysis regardless of background and level of experience. Business Systems Analysis is designed as a precursor, but not a prerequisite (depending on the participant's background and experience) to and seamlessly integrates with Inteq's Agile Business Analysis, Logical Data Modeling and Business Process Modeling training courses.

What's included:

- Digital badge and personalized certificate of completion
- Continuing Education Units (CEUs)
- IIBA Professional Development Units (PDUs)
- Electronic comprehensive course manual
- Supplemental course materials

LIVE: Inteq's Business Systems Analysis 2-day training course can be tailored to your organization's training objectives and can be combined with other Inteq courses to create a 3, 4 and 5-day hybrid training program.

Anytime eLearning™: Anytime, Anywhere, Any Device. Self Paced. 45-Day Access.



What is the Next Step?

Let's start a conversation to discuss your objectives in more detail.
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