

Course : Business Analysis, IQBBA Foundation 3.0: certification

Practical course - 3d - 21h00 - Ref. IBA

Price : 2520 CHF E.T.

★★★★☆ 4,1 / 5

BEST

Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Understand the discipline of "Business Analysis"
- ✓ Identify an organization's business processes and stakeholders
- ✓ Model a business requirement based on an expression of need
- ✓ Define and validate a repository of business requirements
- ✓ Know the tools, techniques, and methods for the business analyst
- ✓ Take the official IQBBA Version 3.0 certification exam

Certification

The exam is taken in the form of a 40-question multiple-choice test lasting 90 minutes (available in English or French). A minimum score of 65% correct answers is required to pass. The exam is supervised by a GASQ examiner. The certification exam takes place at the end of the training session: for classroom-based sessions, it is taken on paper or on a digital tablet; for virtual classroom sessions, the exam is taken online.

Remote certifications

[See the certifier's official documentation](#) for the list of prerequisites for completing the online certification exam.

Practical details

Exercise

Foundation-level exam questions, on different levels of the IQBBA 3.0 syllabus (K1, K2, and K3)

Teaching methods

In accordance with the official IQBBA program, hands-on work is done during the training. A permanent system for reviewing the exam as progress goes forward is put in place.

PARTICIPANTS

PREREQUISITES

TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

TERMS AND DEADLINES

Registration must be completed 24

Course schedule

hours before the start of the training.

1 Fundamentals of business analysis

- Why is business analysis necessary? Definition and basic concepts.
- Role and responsibilities of the business analyst.
- Overview of the IQBBA and syllabus skill levels.
- What a business analyst (BA) does.
- Necessary skills.

ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@orsys.fr to review your request and its feasibility.

Exercise

Questions to review the basics.

2 Definition of business strategy

- Internal analysis
- External analysis (innovation, optimization).
- Identifying stakeholders.
- Proposal and analysis of solutions.
- Project launch.

Exercise

Identify stakeholders. Internal and external analyses. Review questions.

3 Managing the business analysis process.

- Approaches to business analysis.
- Communication.
- Business analysis products.
- Tools and techniques to support the business analysis process.

Example

Analysis process. Review questions.

4 Development of business analysis requirements

- Concept of eliciting/elucidating business requirements.
- Specification.
- Verification and validation.
- Analyzing and modeling requirements

Exercise

Create an elicited repository of requirements. Review of a repository of requirements. Analysis of an expression of need. Review questions.

5 Assessing and optimizing the solution

- Assessing the solution. Confirming it matches the business needs.
- Optimization. Methodologies to support process improvement.
- Exercise
- Review questions.
- Preparing for and taking the test
- Mock exam used to fully review the training.
- Taking the official IQBBA Foundation Version 3.0 exam.

Exercise

6 Business Requirements Governance and Structure

- Management of business analysis requirements
- Information architecture.

Exercise

Traceability.

7 Configuration management.

- Managing the scope of the solution.
- Quality assurance.
- Tools and techniques. Scoring.

Dates and locations

REMOTE CLASS

2026 : 27 Apr., 27 May, 27 May, 29 June, 31 Aug.,
31 Aug., 28 Oct., 18 Nov., 18 Nov., 9 Dec.