

Soft-Train



*At Soft-Train
Technology Works*

Process Oversight Management (1 Day) ST00061

COURSE GOAL: To develop the student's ability to examine systems and workflows within the organization to facilitate process improvement.

PREREQUISITES: None.

LEARNING OBJECTIVES:

Upon completion of this course, the student will be able to:

- Understand what a Business Analyst is.
- Be able to view a process and analyze it.
- Be able to complete the steps of process analysis.

KEY TOPICS:

I. Project Manager and Business Analyst Project Life Cycle Collaboration

- A. Historical Perspective
- B. PMs, BAs, and Projects
- C. Projects Communication Model
- D. Project Overview Statement
- E. Putting It All Together

II. A Genetic Dual-Career-Path Model

- A. A Dual-Career-Path position Family
- B. Staff Level
- C. Professional Level
- D. Executive Level
- E. C-Level Position
- F. Using the Dual-Career-Path Model
- G. Putting it All Together

III. Project Manager and Business Analyst Position Family

- A. PM and BA Position Landscape
- B. PM and BA Sectors
- C. Organizational Placement of the PM and BA
- D. Putting it All Together

IV. Project Manager and Business Analyst Skill Profiles

- A. BA and PM Proficiency Model
- B. Selecting an Assessment Approach
- C. Skill Assessment Process
- D. Career and Professional Development Program

- E. Project Portfolio Management Process
- F. Training Curriculum Design, Development, and Scheduling
- G. Resource Planning Process
- H. Resource Management Process
- I. Putting it All Together

- C. A Deeper Look into the PM/BA Landscape
- D. Organizational Support
- E. PMO, BA Center of Excellence and BA Community of Practice
- F. Putting it All Together
- G. Business Solution Delivery
- H. Managing Change

V. The Project landscape

- A. Project Landscape
- B. Project Complexity and Uncertainty
- C. Q1 Projects
- D. Q2 Projects
- E. Q3 Projects
- F. Q4 Projects
- G. Project Landscape with Project Management Models
- H. Putting it All Together

VI. Integrating the Project Manager and Business Analyst into the Landscape

- A. Strengths, Weaknesses, Challenges, and Opportunities of PM and BA Integration
- B. Mapping the PMs and Bas into the Project Landscape
- C. When Should One Professional Have Both Project Management and Business Analysis Responsibility on the Same Project?
- D. Putting it All Together

VII. PM/BA Career and Professional Development

- A. Examples of PM/BA Job Opportunities
- B. PDP Contents