



BUSINESS ANALYSIS TRAINING

ADVANCED CERTIFICATE

OVERVIEW

This is a comprehensive career-focused NQF Level 6 qualification for experienced business analysts. The programme is designed to develop you into a more confident, competent and multi-skilled business analyst.

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WHO SHOULD ATTEND



Professional business analysts with access to appropriate workplace projects, so that you are able to complete the practical components of the qualification.

ENTRY REQUIREMENTS

- You need at least two years' work experience in a business analysis role
- Your most recent work experience must be as a business analyst.
- You must be working on work projects that involve requirements gathering and specification.
- Active support and mentorship by your manager.
- Access to a PC and software for course assignments.
- You must complete a course application and pre-assessments to ensure you meet the qualification entry requirements.

DELIVERY & ASSESSMENT

We use a blend of face-to-face facilitator-led training and group discussions, assignments and case studies, to embed skills.

You will need to:

- Attend full and half-day (or evening) lectures and seminar sessions
- Demonstrate theoretical and practical understanding of programme content
- Complete and present four practical workplace assignments
- Compile and submit a Portfolio of Evidence (PoE)
- Obtain a final overall course mark of 50%, a sub-minimum of 50% for the exam and 45% for workplace assignments

LEARNING OUTCOMES

By the end of the programme, you will have developed essential business analysis, management and core skills such as:

- Presenting and facilitating workshops and JAD sessions
- Effective problem-solving and strategic thinking in finding solutions to complex business issues.
- Knowledge about your organisation from a range of operational and strategic perspectives.
- Identifying and documenting business requirements using functional, non-functional, informational and transitional methods.
- Producing high quality business analysis artefacts, including business requirements and analysis planning documents.
- Strong modelling knowledge and practical skills in modelling processes, information and interfaces.

You will receive both MM Matlotlo certification and the National Certificate: Business Analysis on completion of the set requirements and on being found competent on your Portfolio of Evidence (PoE).

PROGRAMME OVERVIEW

NQF Level: 6

Course ID: 63909

Credits: 149

Course Duration: 12 Months Part Time

Course Fee:

- Face to Face: R37,999 (excluding VAT)
- Online: R33,999 (excluding VAT)

Course Dates:

- Gauteng Face to Face and Online
- Course start date:
13 January 2025



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