

Seilevel

requirements defined



**How to use visual modeling skills to start
your business analyst career**

About Your Speakers

Laura Brandenburg, CBAP

- Host at Bridging the Gap
- Author of *How to Start a Business Analyst Career*
- BA Course Designer & Instructor

Joy Beatty, CBAP

- VP, R&D Seilevel
- Co-author of *Visual Models for Software Requirements and Software Requirements, 3rd Edition*
- Member of the IIBA BABOK v3 Core Team

Agenda



The path to becoming a BA



Why visual models?



3 Models: Organizational Chart, Process Flow, and Display-Action Response

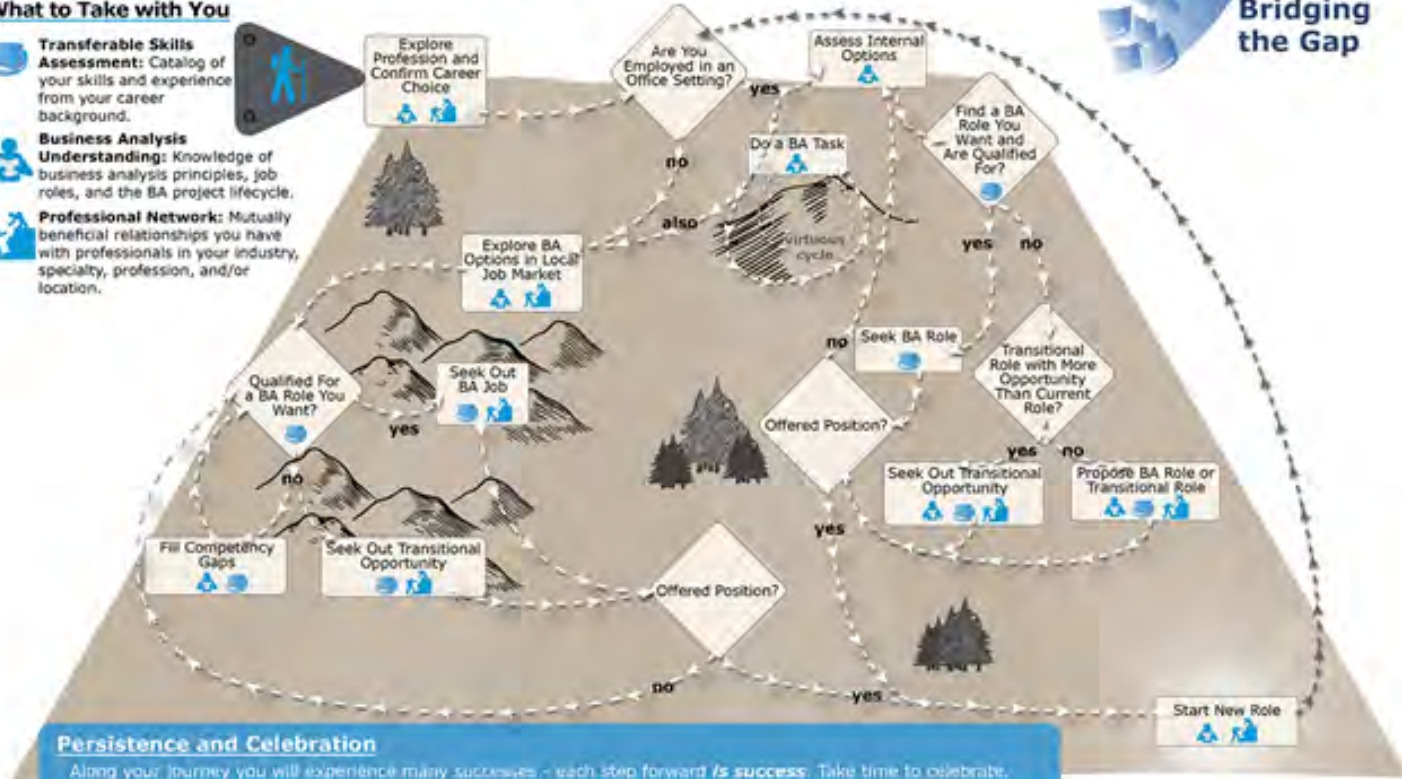
How to Start Your Business Analyst Career

How to Start a Business Analyst Career - Your Roadmap



What to Take with You

- Transferable Skills Assessment:** Catalog of your skills and experience from your career background.
- Business Analysis Understanding:** Knowledge of business analysis principles, job roles, and the BA project lifecycle.
- Professional Network:** Mutually beneficial relationships you have with professionals in your industry, specialty, profession, and/or location.



Persistence and Celebration
 Along your journey you will experience many successes - each step forward *is* success. Take time to celebrate. You will also hear "no" for reasons that have nothing to do with you personally. Those that succeed empower themselves to explore new options and definitions of success. They persist.

Definitions
BA Role: Any role with BA responsibilities. (May not have the BA job title).
Transitional Role: A role with few or no BA responsibilities that puts you in a position to proactively do BA tasks or interact with BAs.

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How we started our BA Career

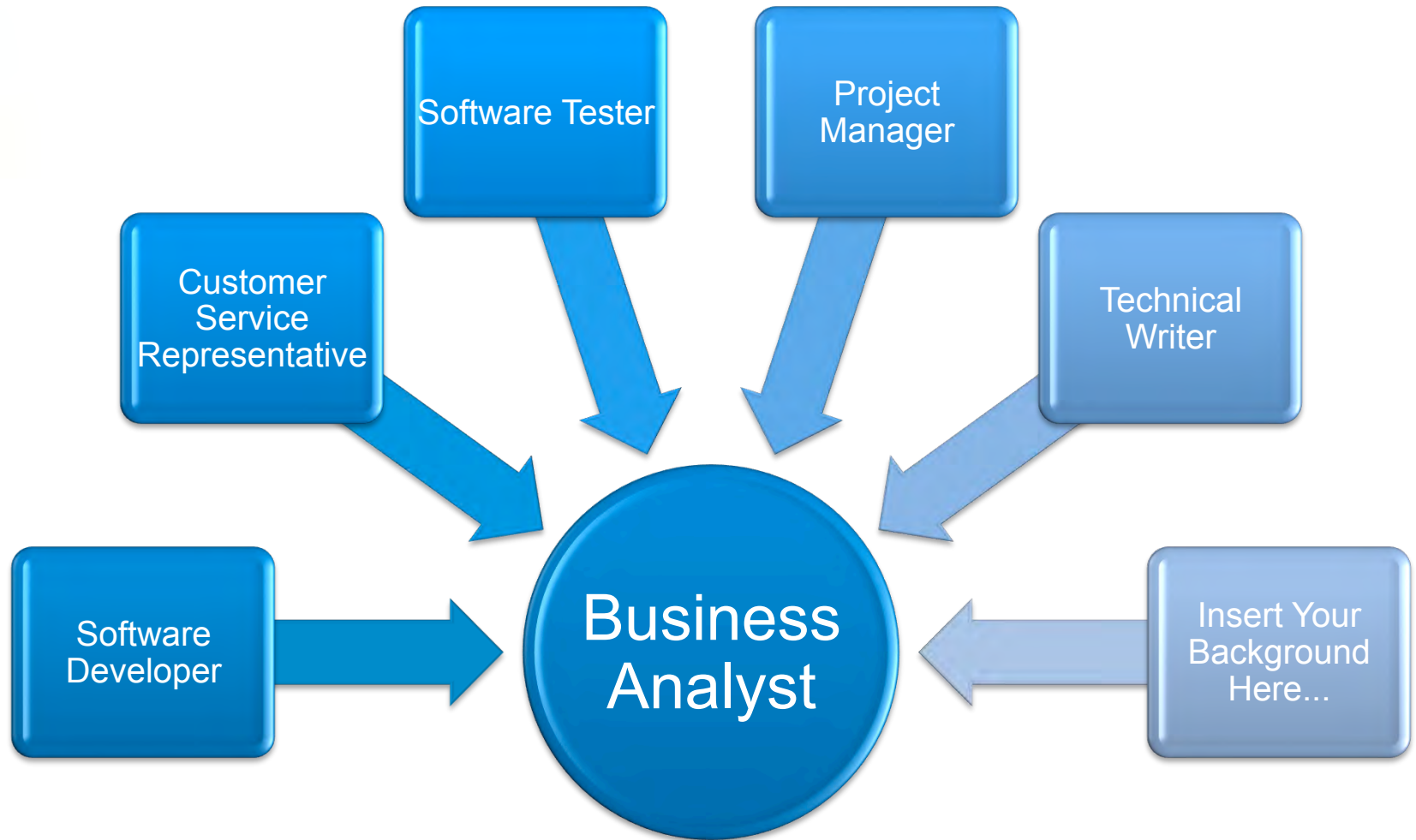
Laura Brandenburg, CBAP



Joy Beatty, CBAP



Find Your Transferable Skills



Agenda



The path to becoming a BA

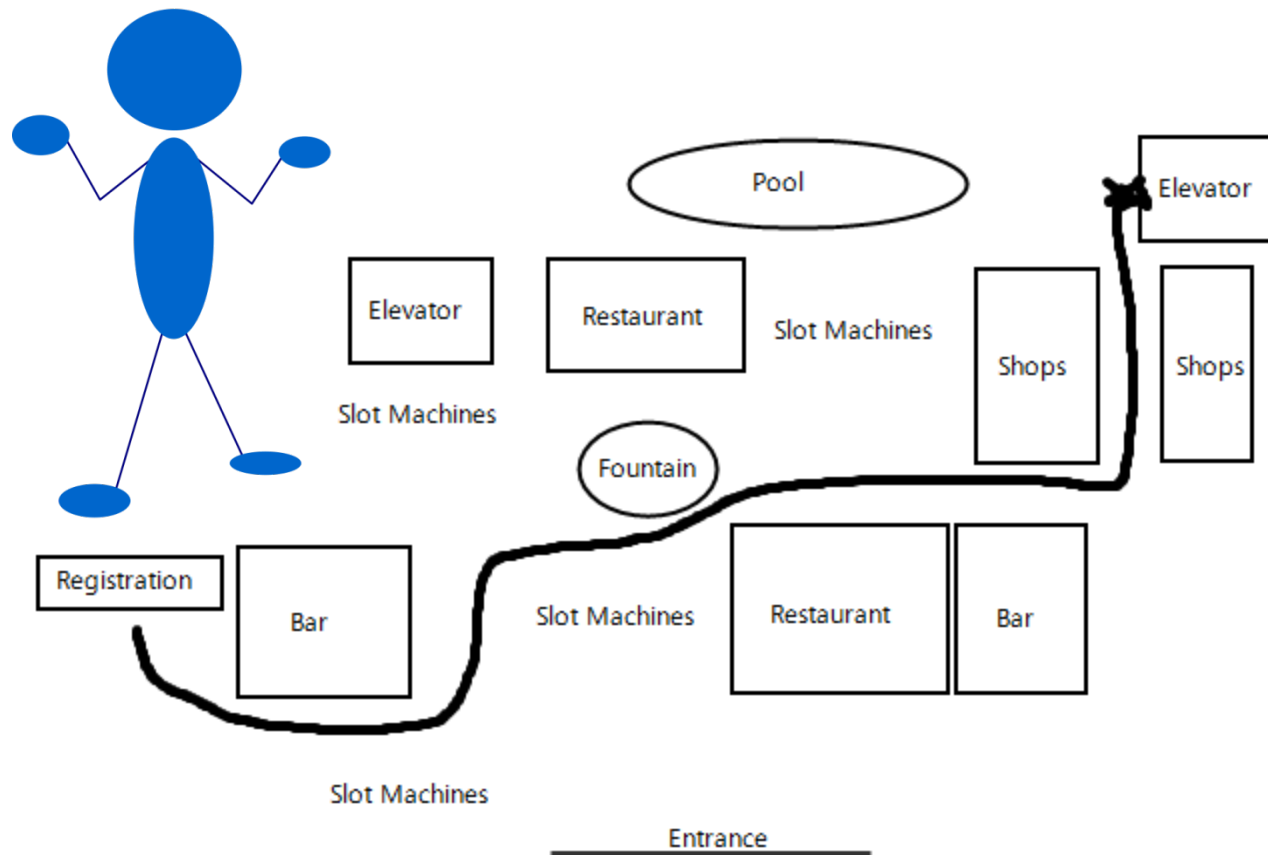


Why visual models?



3 Models: Organizational Chart, Process Flow, and Display-Action Response

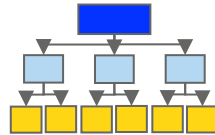
You already use models every day



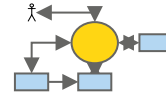
There are many visual requirements - we are going to focus on a few you can use immediately



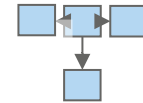
Objectives



People



Systems



Data

Business Objectives Model

Org Chart

Ecosystem Map

Business Data Diagram

Objective Chain

Process Flow

Display Action Response Model

Data Flow Diagram

Key Performance Indicator Model

Use Case

System Flow

Data Dictionary

Feature Tree

Roles & Permissions Matrix

UI Flow

State Table

Requirements Mapping Matrix

System Interface Table

State Diagram

Decision Tree

Report Table

Decision Table

Agenda



The path to becoming a BA



Why visual models?

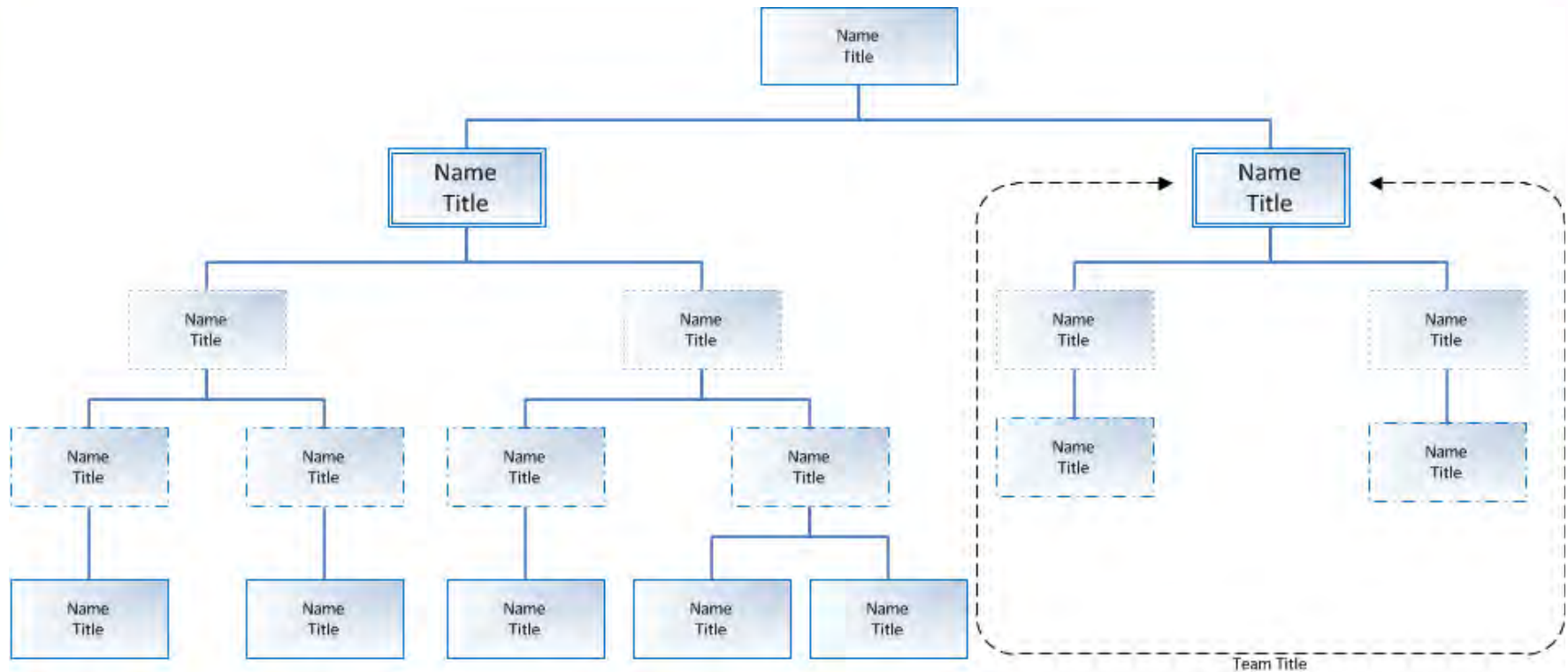


3 Models: Organizational Chart, Process Flow, and Display-Action Response

BAs Understand Who Does What

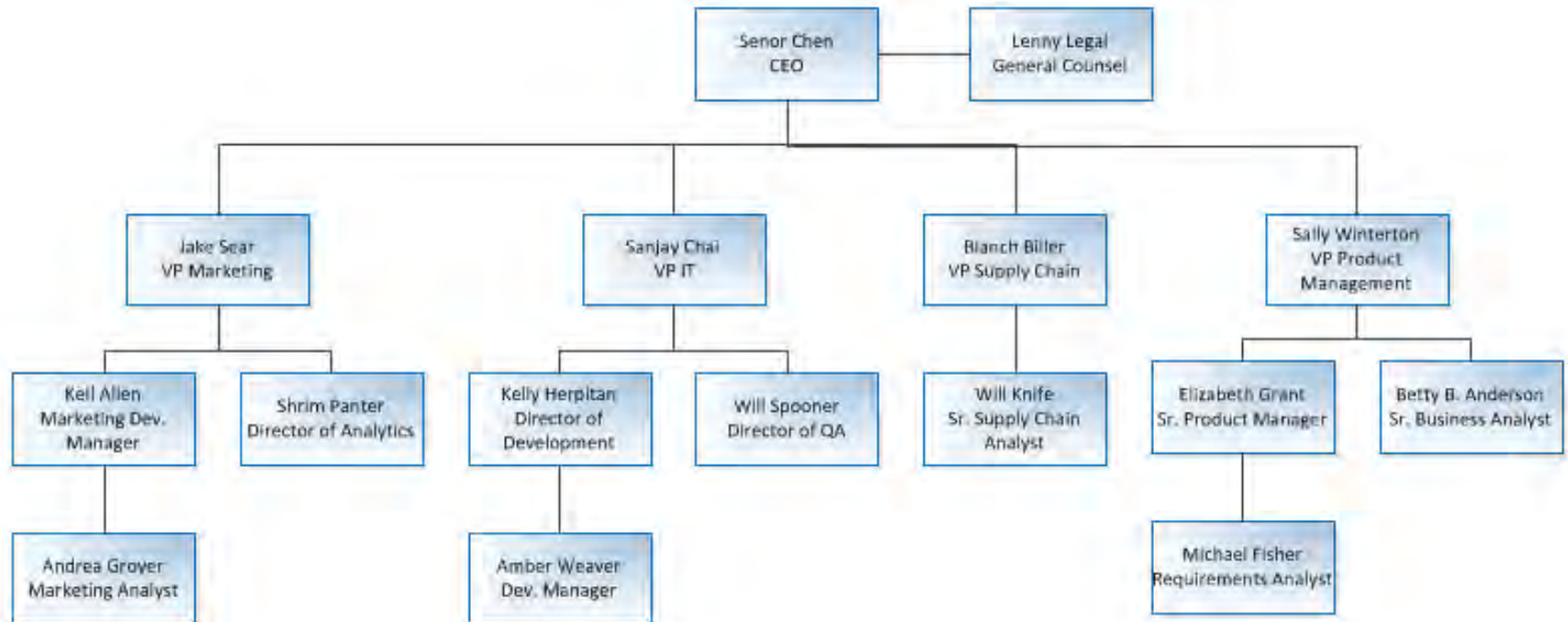


Org Charts help us find stakeholders



- Departmental, role, individual Org Charts
- Used to guarantee we find all stakeholders

Example Org Chart



Your Exposure to Org Charts



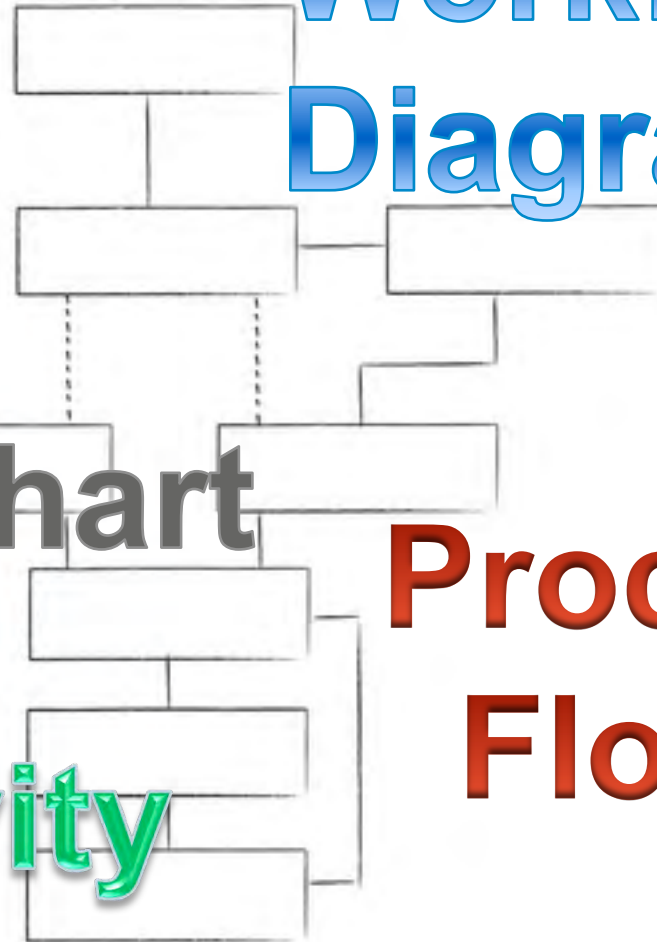
**BPMN
Modeling**

**Workflow
Diagrams**

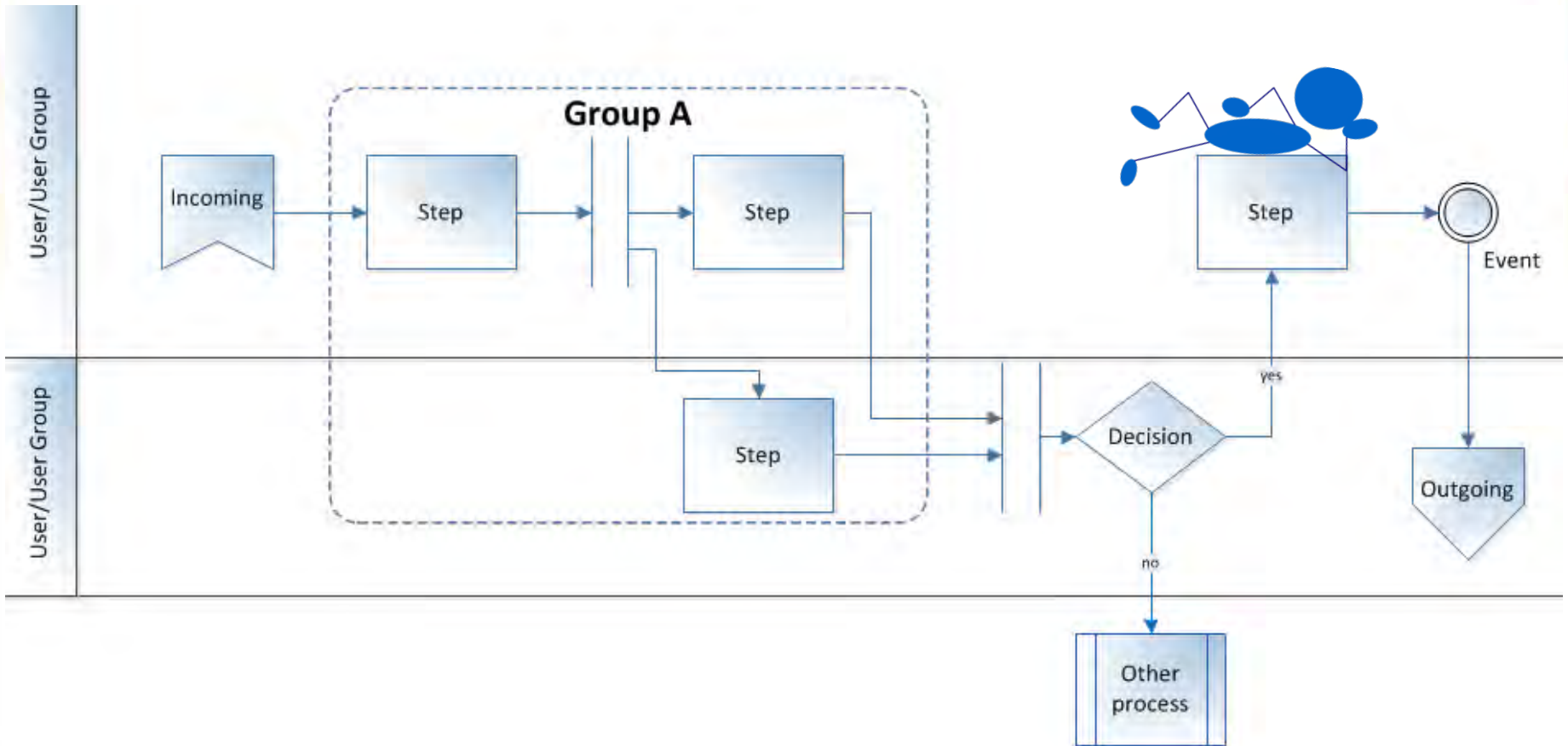
Flow Chart

**Process
Flows**

**UML Activity
Diagrams**

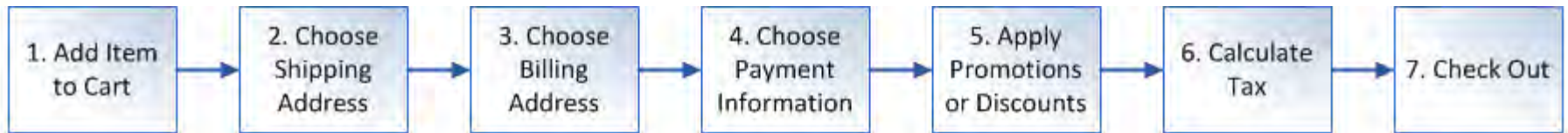


Process Flows help model critical business processes

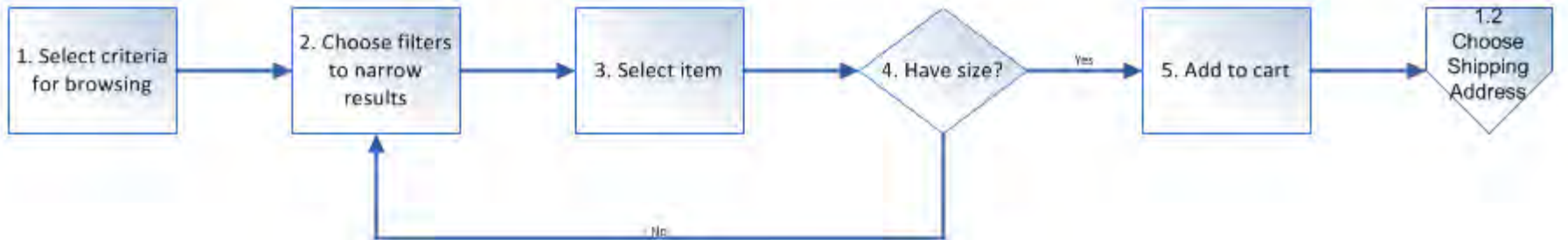


One Example Process Flow: Add to Cart

L1: Cart and Checkout



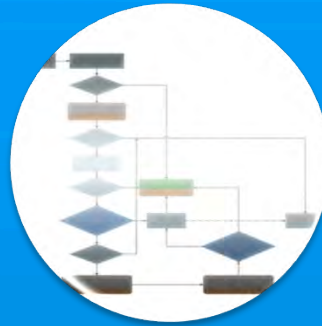
L2: Add Item to Cart



Find Transferable Process Modeling Skills



Find
Examples

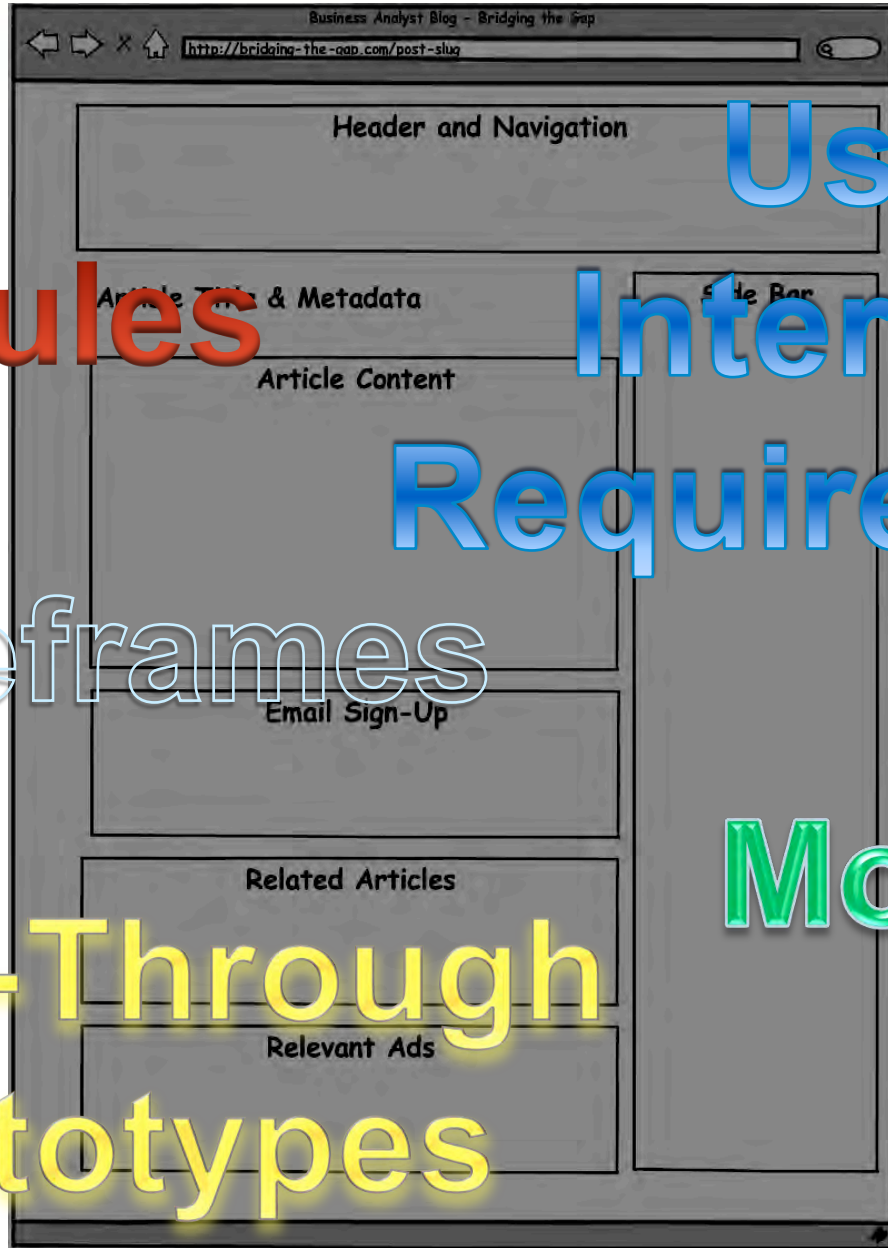


Learn
Techniques



Cultivate a
Process
Mindset





UI Rules

User

Interface

Requirements

Wireframes

Mock-Ups

Click-Through

Prototypes

Wireframes are the basis for UI requirements

***Name (First, Middle Initial, Last)**
Jane K Doe

***Position/Title**
Senior Project Manager

***Email Address**
jdoe@acme.com Check to receive a confirmation email

***Alternate Email Address**
jane1234@gmail.com

***Daytime Phone** Ext
512 555 1212

***Fax**
512 555 1211

***Address 1**
1234 Mockingbird Lane

Address 2

***City** ***State** ***Zip Code**
Austin TX 78756

Submit

Requirements Document

- System shall have fields for first name, middle initial and last name.
- System shall display a name if there is one in the stored profile.
- System shall require name is completed.
- System shall have a field for position or title.
- System shall require title is completed.
- System shall display a position or title if there is one in the stored profile.
- System shall have fields for email and alternate email addresses.
- System shall display an email address if there is one in the stored in the profile.
- System shall require email and alternate email addresses are completed.
- System shall have a field for a daytime phone number.
- System shall display a phone number if there is one in the stored profile.
- System shall require phone number is completed.
- System shall validate the phone number is all digits when user exits the field.
- System shall display an error message if phone number is not all digits.
- System shall have a field for a fax number.
- System shall require fax is completed.
- System shall display a fax number if there is one in the stored profile.
- System shall validate the fax number is all digits when user exits the field.
- System shall display an error message if the fax number field is not all digits.
- System shall have two fields for a street address.
- System shall require the first street address field is completed.
- System shall display an address if there is one in the stored profile.
- System shall have a field for city.
- System shall require the city field is completed.
- System shall display a city if there is one in the stored profile.
- System shall have a field for state.
- System shall display a state if there is one in the stored profile.
- System shall require the state field is completed.
- System shall have a field for zip code.
- System shall display a zip code if there is one in the stored profile.
- System shall require the zip code field is completed.
- System shall look up zip code in the list of zip codes that span counties and display a county selection if it does span counties.
- System shall have a submit option.
- System shall save contact information updates to the order when the submit option is selected.
- System shall validate required fields are completed when the submit is selected.
- System shall display an error message when required fields are not completed, alerting user to which fields need to be completed.
- System shall give the option to receive a confirmation email.
- System shall take user to the billing information page when the contact information is saved successfully.

Display-Action-Response Models capture our UI requirements more completely

*Name (First, Middle Initial, Last)

*Position/Title

*Email Address
 Check to receive a confirmation email

*Alternate Email Address

*Daytime Phone

*Fax

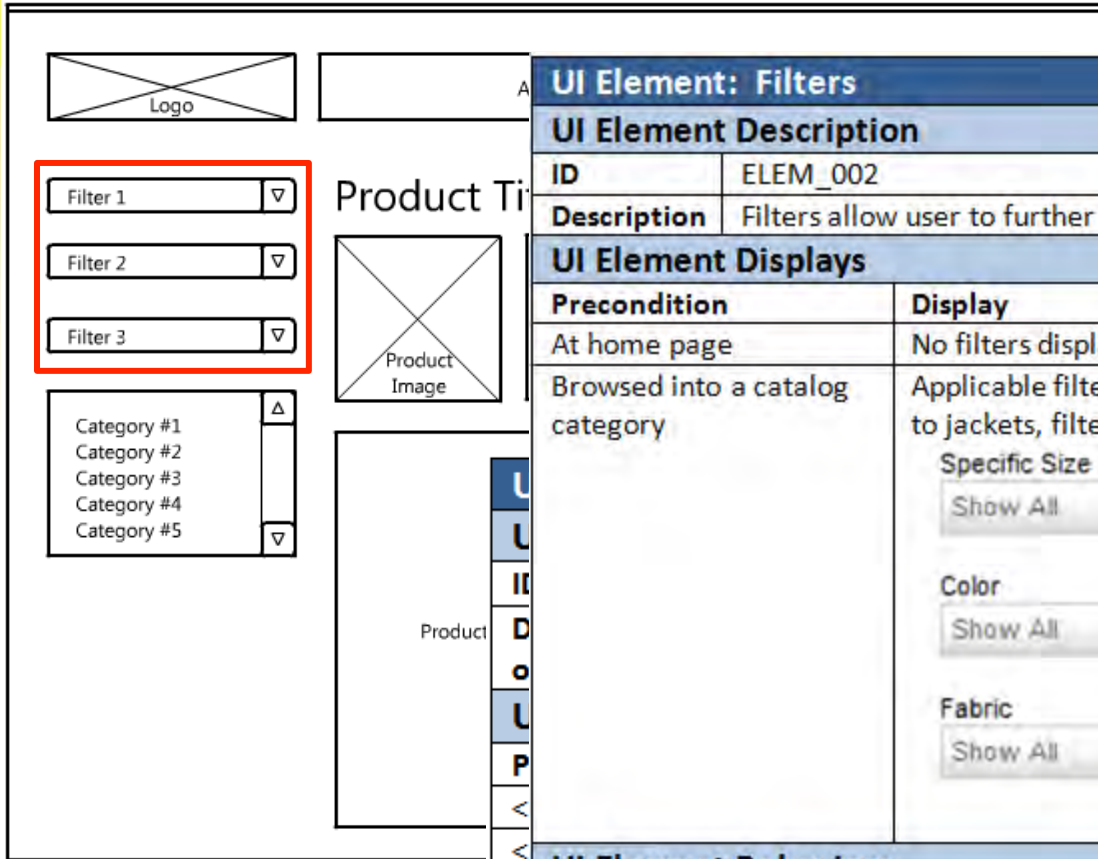
*Address 1

Address 2

*City *State

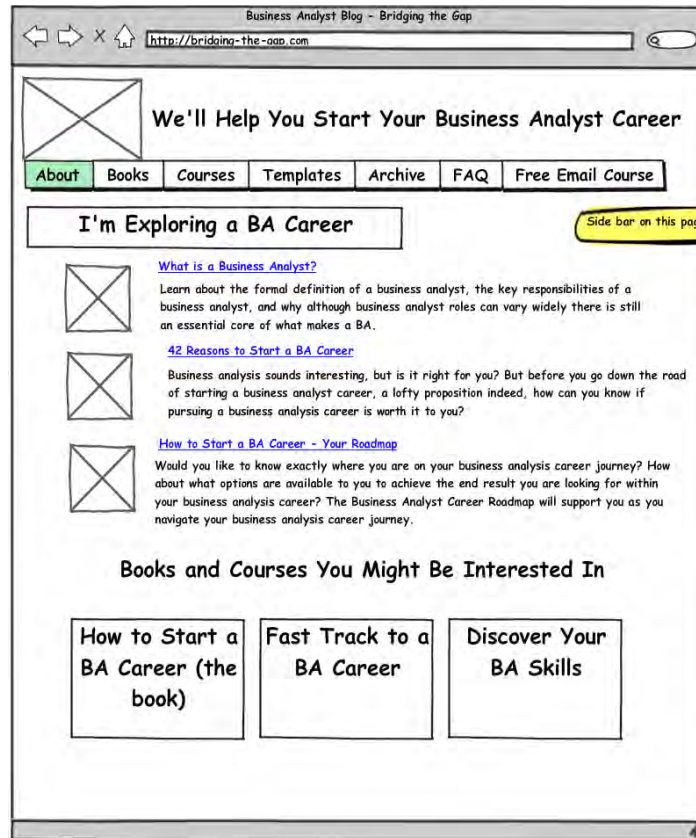
UI Element: <element name>		
UI Element Description		
ID	<Unique ID for the element on the wireframe>	
Description	<Description of the element; may include a screen capture of the element>	
UI Element Displays		
Precondition	Display	
<Precondition 1>	<Display of the element under precondition 1>	
<Precondition 2>	<Display of the element under precondition 2>	
UI Element Behaviors		
Precondition	Action	Response
<Precondition 1>	<User action 1>	<System response under precondition 1>
<Precondition 2>	<User action 1>	<System response under precondition 2>
<Precondition 1>	<User action 2>	<System response under precondition 1>
<Precondition 2>	<User action 2>	<System response under precondition 2>

Add to Cart DAR



UI Element: Filters		
UI Element Description		
ID	ELEM_002	
Description	Filters allow user to further reduce the products they see while browsing.	
UI Element Displays		
Precondition	Display	
At home page	No filters display	
Browsed into a catalog category	Applicable filters display for the selected category (e.g. If browsed to jackets, filters include size, color, and fabric)	
	Specific Size <input type="text" value="Show All"/>	
	Color <input type="text" value="Show All"/>	
	Fabric <input type="text" value="Show All"/>	
UI Element Behaviors		
Precondition	Action	Response
No filters selected	First filter selected	Only show available product results that have the value of the filter criteria selected
One or more filters selected	Another filter selected	Only show available product results that meet all filter criteria selected
One or more filters selected	"Show All" selected for a filter	Product results are updated to remove that filter criteria

Find Your Transferable Skills in User Interface Analysis



Requirements:
-Write synopsis for each post.
-Custom title for each post
-Use featured image from post.
-Change out the posts on these pages as needed.
-Change out the offers on these pages as needed.

Agenda



The path to becoming a BA



Why visual models?

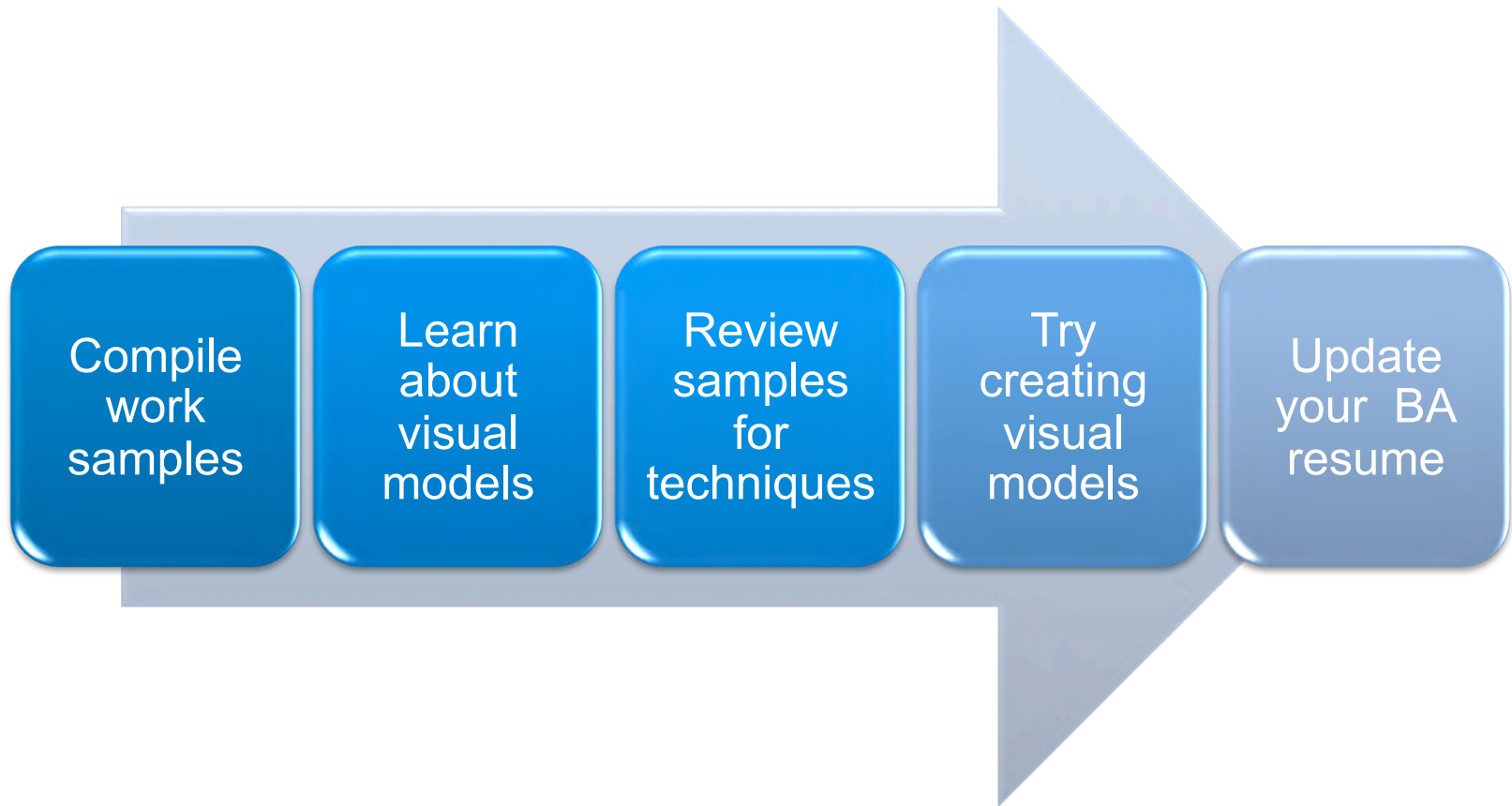


3 Models: Organizational Chart, Process Flow, and Display-Action Response

Key take-aways

1. Business analysts use different visual models.
2. Your experience with any models is relevant.
3. Your transferable visual modeling skills qualify you for more BA jobs.

Next Steps



Available books



How to Start a Business Analyst Career

Professional Development for Business Analysts, How to Achieve Your BA Career Goals



Visual Models for Software Requirements

Software Requirements, 3rd Edition

Questions?

Bridging the Gap: laura@clearspringanalysis.com
Seilevel: joy.beatty@seilevel.com

Additional Bridging the Gap resources:

www.bridging-the-gap.com/22-visual-models-used-by-business-analysts/

www.bridging-the-gap.com/business-analysis-career-roadmap/

www.bridging-the-gap.com/free-resources/

Additional Seilevel resources:

www.seilevel.com/resources

