



WORKSHEET: EVALUATING BA TRAINING PROGRAMS

SET A GOAL

What is your primary goal for training?

LEARNING OBJECTIVES

What learning objectives will support you achieving your career goal? As you discover different training options, use this list to rank them according to your priorities.

Determine Your Priorities		Rate Your Training Options (How will the program help you achieve this objective?)		
Objective	Priority	#1 _____	#2 _____	#3 _____
Be able to define and describe the fundamental techniques of business analysis.				
Be able to talk the BA talk.				
Identify past experiences that are relevant to your business analysis career transition.				
Identify the most important "soft skills" or underlying BA competencies that you bring to business analysis.				

Identify the relative value of your professional qualifications, experiences, and competencies given your career goals.				
Be able to distinguish between the types of business analyst roles that are available and make an informed choice about the path to pursue as part of your career planning.				
Be able to strongly position yourself in the BA job market, crafting a strong resume that helps you obtain interviews and presenting your qualifications appropriately in interviews.				
Create a professional development plan to fill any remaining competency gaps that might prevent you from achieving your career goals.				

TRAINING PROGRAM FEATURES

What features are important to you as you consider various training formats? Use this table to rank various options as you discover them.

Your Priorities		Rate Your Training Options (How will the program help you achieve this objective?)		
Feature	What's important to me	#1 _____	#2 _____	#3 _____
<i>Example:</i> Instructor-Led	<i>Access to instructors to answer questions within a few weeks.</i>			
Instructor-Led				
Ongoing Access to Lessons				
Instructor Access				
Reinforcement of Learning				
Project Work				
Meet and collaborate with other students				
Support from real-world practitioners				
CDUs for IIBA Certification				
IIBA Endorsed Education Provider				
Certificate				
Accountability				
Schedule				