



Diagnosing a Business Analysis Experience

What You Did

Describe the work you engaged in. Be as complete as possible and don't worry at this point about using business analysis terminology.

Re-read what you wrote above and see if you can add even more detail. Consider the following questions:

- Who did you work with?
- What activities did you do?
- What systems did you work on or with?
- What output did you create? (Emails, documents, specifications, diagrams, etc.)
- How did you know you were on the right track? Or that you needed to course-correct?
- What else can you add to describe the experience?



Impact and Benefits - Project

Identify the value of the project to the organization. Most typically, projects and other business analysis activities either reduce costs by creating efficiencies or increase benefits by generating new revenue or increasing customer satisfaction.

Impact and Benefits - Personal

Identify the value of your contribution to the project. Some examples include driving clarity, discovering and resolving unexpected issues, getting more people involved, speeding up the process, clearing up disagreements, and simplifying the solution.

Diagnose Your Responsibilities

It is not uncommon to participate in a variety of activities while focusing on building a single business analysis experience. This can make it a challenge to pull out those experiences that are most relevant to our business analysis career goals.

Using the table below, consider the activities you completed as part of each business analysis skill area. Refer back to Chapter 2 for the list of specific skills and techniques within each area.





Skill Area	Activities and Techniques
Underlying Core Competencies	
Collaboration Techniques	
Requirements Specifications	
Diagrams and Visual Models	
Software Development Methodologies	
Tools	

Learn From the Experience

When we consciously reflect on our experiences, we learn more and prepare ourselves to improve when facing similar situations in the future. Consider the following questions as you learn from this experience.

Was the outcome positive or negative? Why?



What did I learn?

What did I do well?

What could I have done better?

Now that I have done this, what else seems possible?

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