# Agile IT Business Analyst Bootcamp

**9 weeks | 273 clock hours | Monday through Friday**

## Program overview

The Agile IT Business Analyst bootcamp provides the student the opportunity to learn the key concepts and responsibilities of a practicing Business Analyst (BA). The program teaches the student to work with business to identify opportunities for improvement. The BA is involved in the design and modification of business systems or Information Technology (IT) Systems. The BA will gather, document and analyze business needs and requirements. The BA may also be responsible for functional and technical design of business processes and may interact with system architects and developers to ensure a system is properly implemented. The BA may also be responsible for testing the system and creating system documentation.

In addition to the instructor-led training, MTT also provides its students with computer-based tools to practice their newly learned skills plus job placement assistance.

## Curriculum by skill area

Modules are grouped by skill area so you can find what you need quickly. Every module description is included in full.

### Business Analysis

**5 modules**

Requirements, user stories, process modeling and testing

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| **Foundation of Business Analysis** | This course gives a clear understanding and total immersion into all the facets of the business analyst role, including a thorough walk-through of the various domain/knowledge areas that make up the business analysis profession. You will try your hand at several business analysis techniques for eliciting, analyzing, and modeling requirements. Business analysis work performed in strategy analysis and solution evaluation is thoroughly presented and explored which is extremely valuable to both the beginner and the intermediate business analyst as these skills are typically less developed in the traditional BA. |
| **Agile for Business Analysts** | In this course, you will develop your understanding of agile business analysis and the role of the business analyst on an agile team. You will learn how business analysis on an agile project is 'the same and different' than business analysis performed on waterfall projects. You will understand how the business analysis role changes on an agile team. Several business analysis techniques suited for supporting agile teams will be introduced as will the various standards available to the community to help teams and organizations transition. Since few organizations are pure agile, you will also learn about delivery approaches that use a combination of practices from waterfall and agile and will also be introduced to the important concept of business analysis tailoring, the key skill used to adapt business analysis skills to all environments, regardless of the delivery life cycle selected. |
| **Writing User Stories** | Writing User Stories Workshop will demonstrate how to manage, write, and communicate requirements in an Agile Environment. Participants learn to collaborate and identify business needs and communicate those needs through User Stories. |
| **Business Process Modeling** | A standard Business Process Model and Notation (BPMN) will provide businesses with the capability of understanding their internal business procedures in a graphical notation and will give organizations the ability to communicate these procedures in a standard manner. Furthermore, the graphical notation will facilitate the understanding of the performance collaborations and business transactions between the organizations. This will ensure that businesses will understand themselves and participants in their business and will enable organizations to adjust to new internal and B2B business circumstances quickly. Business Process Model and Notation has become the de facto standard for business processes diagrams. It is intended to be used directly by the stakeholders who design, manage, and realize business processes, but at the same time be precise enough to allow BPMN diagrams to be translated into software process components. BPMN has an easy-to-use flowchart-like notation that is independent of any implementation environment. |

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| **Software Testing (User Acceptance Testing for Business Analysts)** | All too often the software products delivered to the business do not meet their expectations, especially regarding the quality of the product. An effective User Acceptance Testing (UAT) process addresses this issue by confirming the functionality and performance of the product prior to its release. This one-and-a-half or 2-day workshop looks at the business issues which drive the need for a fully functional UAT process and describes its components. It is designed to help the Business Analyst (BA) develop an understanding of their role, the process, and the deliverables associated with UAT. |

## Agile and Project Delivery

**4 modules**

Project management, Scrum and ITIL

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| **Agile Project Management** | The Agile Project Management workshop is designed to completely cover the fundamentals of managing projects. It introduces you to more complex topics in project management while it deepens your understanding of planning and controlling processes. You will discover concepts, tools and ways to manage projects to achieve positive outcomes. You will apply these principles and techniques to sample projects and create links to your own projects. |
| **Scrum Foundation** | You will learn the mechanics of Scrum and how to overcome the complexity of dealing with team-based collaboration and self-organization. With other attendees, you work as a team in a series of Sprints to build a software application, and deal with real-life problems. The mechanics, roles, and principles of Scrum are made clear during the exercises. You will experience common missteps and misunderstandings allowing you to grow a higher awareness of the associated symptoms. In addition, you will return to work with tips to identify common pitfalls and team dysfunctions. |
| **Scrum Simulation Workshop** | This workshop utilizes an immersion learning approach, along with role-playing, that allows students to practice the techniques as they learn. Students will experience what a project that is fully leveraging Agile concepts and culture looks and feels like. This allows them to better understand their role on the team and appreciate their team members' contributions. |
| **ITIL® Foundation** | ITIL® Foundation Course will teach you the fundamentals of ITIL® and get you ready for the next steps. |

## Data and Analytics

**4 modules**

Data literacy, AI, SQL and Power BI

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| **Data Literacy** | This Data Literacy training course teaches attendees how to effectively navigate data to ask the right questions and define the right metrics, focusing on interpretation, context, and communication. Participants optionally work with their own data (or can work with data we provide) to make improvements and create more impactful data-driven narratives. |
| **AI for Everyone** | Understand the core principles of AI, its technologies, and how they apply across industries to drive innovation and improve processes. Practical Knowledge: Gain hands-on experience through accessible, real-world applications, ensuring you can implement AI solutions effectively.<br><br>Ready for AI-Driven Success: Build a strong foundation in AI, preparing you to navigate and thrive in an AI-driven world with the skills and confidence to contribute meaningfully. |
| **SQL Training for Analysts** | This SQL Server course teaches attendees the basics of Transact-SQL, including writing simple and complex queries, working with data types, building functions, and more. Students will also learn how to combine data from multiple tables and result sets using JOIN operations and subqueries. |
| **Analyzing Data with Power BI** | This course will discuss the various methods and best practices that are in line with business and technical requirements for modeling, visualizing, and analyzing data with Power BI. The course will also show how to access and process data from a range of data sources including both relational and non-relational data. This course will also explore how to implement proper security standards and policies across the Power BI spectrum including datasets and groups. The course will also discuss how to manage and deploy reports and dashboards for sharing and content distribution. Finally, this course will show how to build paginated reports within the Power BI service and publish them to a workspace for inclusion within Power BI. |

## Excel, Levels 1 to 3

3 modules

From first workbook to automation and advanced formulas

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| **Excel Level 1** | In this course you will learn how to create spreadsheets and workbooks that you can use to store, manipulate, and share your data. |
| **Excel Level 2** | In this course you will get hands on experience with guided labs on how to organize table data, present data as charts, and enhance the look and appeal of workbooks by adding graphical objects. |
| **Excel Level 3** | This Microsoft Excel Level 3 course helps you get the most of your Excel experience. The ability to collaborate with colleagues, automate complex or repetitive tasks, and use conditional logic to construct and apply elaborate formulas and functions will put the full power of Excel right at your fingertips. The more you learn about how to get Excel to do the hard work for you, the more you'll be able to focus on getting the answers you need from the vast amounts of data your organization generates. |

# Outcomes and next steps

What students finish with, the support that gets them job ready, and how to get started.

### Career Services

Our MAX Career Manager works with the students on a group and individual basis to prepare them for their job search. Activities include seminars on creating Linked In profiles, creating an attention-getting resume, interviewing skills plus an opportunity to hear from bootcamp graduates about what the day-to-day world of a business analyst will be like. Interactive sessions are held so the students can practice for interviews. One-on-one meetings are held to fine-tune the student's resume and job search strategy.

## Program details

### Before you start

- Meet with MAX's agent to discuss your career.
- Take the applicable aptitude test.
- Complete all required paperwork by date defined by agent.
- Basic Computer Knowledge
- Typing Test
- Basic knowledge of Excel and Word
- Windows Essentials
- File Management

### To graduate

Upon completion of your training sessions, you will have thirty (30) days to complete 80% of required classroom work, exercises and projects.

### Roles you can pursue

- Business Analyst
- Test Analyst Customer Service
- Technical Support Analyst Administrative Assistant to CIO, CTO or other technology executive.

### Workforce funding options

We coordinate national, state, and county workforce investment funding to help people upskill, reskill, and change their professional trajectory. Talk to an advisor today about workforce funding for individuals and organizations.

**Ohio TechCred | Ohio IMAP | WIOA**

## Why a MAX bootcamp



### Custom Curriculum

We have ready-to-deliver bootcamps in subjects like Data Analytics, Software Developer, Agile Business Analysts and IT Support. We can also create multi-week bootcamps from any of our available courses in our catalog.



### Fully Immersive

Multi-week bootcamps allow students to dedicate consecutive days to being immersed in the curriculum, gain hands-on experience, and gain confidence in their capabilities.



### Dedicated Time

Multi-week bootcamps give students a break from daily work tasks and allow the class to become their work. The dedicated time can create an epic skills shift that can support the promotion of a dedicated employee.



### Instant Impact

Our bootcamp reviews are full of praise from employers for students' ability to immediately impact their organizations, and the investment in employees shows instant ROI while also building an upskilling culture.

**Talk to an advisor about start dates and workforce funding.** **513.322.8888 | maxtrain.com**

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