
Business Analysis Training

MetaPerformance has a proud track record built on years of delivering Product-, Process-, Technology- & People Innovation to our clients, our years of practical industry experience make us a preferred training provider to equip students with tried and tested knowledge and skills. Our courses are designed by subject matter experts who work in the industry and understand industry trends and requirements.

Two-Day Introduction to Business Analysis

This is the first module of the Diploma in Business Analysis (BA) but can also be done as a course on its own without having to do the complete Diploma. Please refer to the section under the Diploma in Business Analysis called INTBA – Introduction.

Four-day Business Information Analysis

The emphasis of this four-day workshop is on the gathering and specifying of the Business Information. As data is typically global (i.e. shared by many within the organisation), information analysis is a critical task for any organisation. The inability to specify an organisation-wide set of data and their relationships can lead to mass redundancy of data and unsynchronized information as well as dead data (gathered, updated and never used).

Four-Day Business Process Analysis

The emphasis of this five-day course is on the gathering, specifying and designing Business Processes, so that we do not create faster, bad processes. Business Process Improvement (BPI), Business Process Re-engineering (BPR) and Business Process Management concepts are discussed; debated and practical applications of these disciplines are covered. Systematic, top-down techniques are used to study and decompose a Business Area. The delegate is taken through the four stages possible for analysis i.e. As-Is design As-Is analysis, new analysis and new design.

Twelve-Day DIPLOMA IN BUSINESS ANALYSIS

This Diploma has been developed with the objective of providing learners a formal method to grow and assess their Business Analysis Skills in a progressive manner. Concepts are taught with practical exercises which are performed in the classroom environment with the assistance of a facilitator. The learner then returns to the workplace to apply the techniques in their own working environment. This application of theory in the workplace forms the assignment that's to be completed at the end of each module within 2 weeks.

Six-Day Business Process and Information Analysis

The emphasis of this six-day workshop is on the gathering and specifying of the Business Requirements. Business Analysis is a systematic, top-down technique for studying and decomposing a Business Area and representing it as a partitioned, detailed specification of Logical / Business Requirement (i.e. a Business Requirements Specification). The delegate is taken through the four stages possible for analysis. Various tools and techniques are introduced based on a business engineering methodology. This is a technical business workshop.

Diploma in Business Analysis E-learning

This self-study Diploma in Business Analysis has been developed with the objective of providing learners with a formal method to grow and assess their Business Analysis Skills in a progressive manner. The learner studies online, 1 module at a time (six (6) modules). As concepts are presented, practical exercises are performed by the learner and they're expected to communicate online. Once the learner has completed a

module, they are to request the assignment for that module, to be completed in 2 (two) weeks. Each assignment will be based on the learners working environment, thereby enhancing the skills transfer process. The Diploma in Business Analysis will be presented when a minimum pass mark of 75% is achieved in the final examination and an average pass mark of 60% for assignments. The self-study diploma must be completed within 1 (one) year.

Four-Day Computer Systems Design

This workshop offers ways to drastically reduce development and maintenance time of all automated systems, whether mainframe, client-server, or the Internet. It advocates building a design blueprint before developing the computer systems itself. This blueprint is a model of the system solution. Computer Systems Design picks up after the analysis workshop (Business Process & Information Modelling) and addresses the invention portion of a system development effort.

Five-Day Business Process Improvement

In this short course; the learner will be shown that Business Process Improvement (BPI) is the reason for implementing any BPM exercise. The purpose of any BPI program is to develop Business Process improvement as a key strategy and management tool capable of supporting the organisations Mission/Vision/Goals and Objectives. BPI's goal is to dramatically improve the quality, availability, effectiveness and cost-effectiveness of Business processes.

Two-Day Business Process Management

Businesses that have implemented Business Process Management (BPM) are already seeing solid returns on their investment through improved productivity and efficiency along with a reduction in time and costs. By applying a business process management approach, companies are able to automate their manual processes and cross the boundaries between people, systems and technology.