

SkoolSEra

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SkoolsEra: Business Analyst Pro: From Data to Decisions

Empower your career with the skills and knowledge to bridge the gap between business needs and data-driven decisions. The 'Business Analyst Pro: From Data to Decisions' course by SkoolsEra provides a comprehensive, practical, and industry-aligned learning experience. You'll master the complete lifecycle of business analysis—from understanding organisational goals to transforming insights into action. Designed for modern professionals, this course blends theory with hands-on experience across tools, case studies, and projects.

Who is this course for?

This course is ideal for aspiring Business Analysts, project coordinators, data enthusiasts, and professionals looking to transition into roles that demand analytical, problem-solving, and strategic communication skills. Whether you are new to business analysis or seeking to enhance your current skill set, this program will help you develop the expertise to analyse, plan, and deliver value across any business domain.

Course Description:

The 'Business Analyst Pro: From Data to Decisions' course by Skoolsera is designed to provide a deep understanding of the complete business analysis lifecycle—from identifying business needs to driving data-informed decisions. Learners will master tools, methodologies, and frameworks used by business analysts to transform data into actionable insights and support organizational strategy.

Tools Covered:

- - Jira
- - Trello
- - Excel
- - SQL
- - Power BI (for analysis visualization)

Course Curriculum:

1. Business Analyst Basics

Understand the definition, roles, and responsibilities of a Business Analyst. Learn why business analysis is vital to organizational success and the key competencies every BA must master.

2. Overview of Project Methodologies

Explore traditional **Waterfall** and modern **Agile** frameworks, understanding when and how each approach is used to manage projects effectively.

3. Overview of Scrum and Agile

Gain insights into Agile principles and Scrum methodology — roles, ceremonies, and artifacts that drive collaboration and continuous improvement.

4. Business Analysis Frameworks and Methodologies

Learn about globally recognized BA frameworks such as BABOK and the methodologies that guide requirement analysis, documentation, and solution delivery.

5. Gathering & Understanding Business/Client Requirements

Master elicitation techniques like interviews, surveys, and workshops. Learn to document requirements using **use cases**, **user stories**, **BRD**, and **FRD** while visualizing solutions with **wireframes**, **mockups**, and **prototypes**.

6. Understanding Proposals, PPTs, and RFPs

Develop the ability to create professional proposals, respond to RFPs, and deliver impactful presentations for clients and stakeholders.

7. Stakeholder Identification and Management

Identify key stakeholders, assess their needs, and apply effective communication and engagement strategies. Learn conflict resolution techniques for smoother collaboration.

8. Business/Project Process Preparation

Understand how to visualize business processes using **Data Flow Diagrams (DFD)**, **flowcharts**, and other process-mapping tools to ensure clarity in project design.

9. Data Analysis and Interpretation

Get introduced to the fundamentals of data analysis — how to interpret, clean, and derive insights from data to support business decisions.

10. Basic to Advanced Excel (for BA)

Gain proficiency in Excel functions, pivot tables, data cleaning, and automation — essential tools for every Business Analyst.

11. SQL for Database Querying

Learn to write SQL queries to extract, manipulate, and analyze data directly from databases — a must-have technical skill for analysts.

12. Power BI

Understand how to use **Power BI** for business reporting and data visualization, transforming raw data into actionable insights.

13. Dashboarding & Reports

Design professional dashboards and analytical reports that communicate key performance metrics and trends effectively.

14. Tools for Project Management (JIRA & Trello)

Get hands-on experience with project management tools like **JIRA** and **Trello** to track tasks, manage sprints, and collaborate effectively.

15. Change Management

Understand how to manage and adapt to organizational change while ensuring minimal disruption to business processes.

16. Gap Analysis

Learn to identify performance gaps between current and desired states to recommend actionable solutions.

17. Risk Analysis

Assess potential project risks, prioritize them, and develop mitigation strategies to ensure smooth project execution.

18. Soft Skills Development

Enhance communication, critical thinking, negotiation, and presentation skills essential for success as a Business Analyst.

19. Complete Case Study & Project

Apply all your learning to a real-world project — from gathering requirements to delivering solutions and presenting outcomes.

20. Resume Writing & Interview Guidance

Build a strong Business Analyst resume and receive expert interview preparation tips to help you land your next role.

21. Domain Knowledge

Explore common business domains such as **finance, healthcare, retail, and IT**, understanding their processes and analytical needs.

22. Current Trends in Business Analysis

Stay ahead with insights into evolving tools, techniques, and industry standards shaping the future of business analysis.

23. Using AI as a Business Analyst (ChatGPT, etc.)

Discover how AI tools like **ChatGPT** can enhance productivity — from automating documentation to improving data insights and communication.

Outcome:

By the end of this course, you'll gain the confidence to lead requirement sessions, communicate with stakeholders, analyze data effectively, and deliver real business value. Whether you're a fresher or a professional seeking to transition into analysis roles, **Business Analyst Pro** will make you industry-ready.