

Курс English for Business Analysts Online

BASIC LEVEL

🕒 22 заняття 📅 2 заняття на тиждень



детальніше про курс

ВИВЧАЄМО ТАКІ ТЕХНОЛОГІЇ



miro



Kahoot



Quizlet



jira



Confluence



TalkEn.Cloud



Wordwall

ПРОГРАМА КУРСУ

1. Module 1: Daily Communication (5 lessons)

Stand-up Meetings

- Daily scrum vocabulary
- Progress reporting phrases
- Blocker discussion language
- Practice: "What did you work on?"
- Task: Lead a stand-up meeting

Email Communication

- Meeting scheduling
- Follow-up emails
- Status updates
- Requirements clarification emails
- Task: Write common BA emails

Quick Chats with Developers

- Technical clarifications
- Issue discussion
- Quick problem-solving

- Task: Role-play developer conversations

Stakeholder Updates

- Progress reporting
- Quick status checks
- Timeline discussions
- Task: Give impromptu updates

Remote Collaboration

- Virtual meeting phrases
 - Chat communication
 - Screen sharing language
 - Task: Remote pair analysis session
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2. Module 2: Requirements Work (5 lessons)

Requirements Gathering Conversations

- Interview questions
- Follow-up questions
- Clarification requests
- Task: Conduct requirement interviews

User Story Writing

- User story components
- Acceptance criteria writing
- Story refinement discussions
- Task: Write and present user stories

Requirements Documentation

- Clear requirement statements
- Specification writing
- Validation questions
- Task: Document real requirements

Process Description

- Workflow explanation
- Step-by-step description
- Exception handling
- Task: Explain business processes

Technical Discussions

- System functionality
- Integration points

- Technical constraints
 - Task: Technical requirement discussion
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3. Module 3: Daily Analysis Work (5 lessons)

Problem Analysis

- Issue description
- Root cause discussion
- Solution brainstorming
- Task: Analyze real problems

Data Analysis Discussions

- Data quality issues
- Reporting requirements
- Metric discussions
- Task: Discuss data findings

Process Analysis

- Process mapping discussions
- Improvement suggestions
- Gap analysis
- Task: Process improvement meeting

Solution Design Conversations

- Design alternatives
- Trade-off discussions
- Implementation approaches
- Task: Solution design workshop

Testing Discussions

- Test case review
 - Defect reporting
 - UAT coordination
 - Task: Test review meeting
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4. Module 4: Meetings and Presentations (7 lessons)

Requirements Workshops

- Workshop facilitation
- Group discussion management
- Consensus building
- Task: Facilitate workshop

Sprint Planning

- Backlog refinement
- Effort estimation discussions
- Sprint scope negotiation
- Task: Plan sprint content

Review Meetings

- Document reviews
- Design reviews
- Feedback sessions
- Task: Lead review meeting

Status Meetings

- Project updates
- Risk discussions
- Action item tracking
- Task: Status meeting facilitation

Stakeholder Presentations

- Progress presentations
- Solution proposals
- Recommendation presentation
- Task: Stakeholder presentation

Intercultural communication

- Understanding cultural differences
- Developing intercultural communication skills
- Applying best practices

Understanding and Managing Accents

- Developing accent awareness
- Strategies for understanding diverse accents

✔ В кінці курсу виконується дипломний проєкт.

БОНУСИ КУРСУ



Free English Speaking Club

