

## **Course Title:** Requirements Management for Business Intelligence

**Duration:** 2 Days

**Pre-Requisites:** Participants with prior exposure to business process modeling, data modeling, and project management skills will find that experience helpful. Participants are encouraged to read the course case study prior to the class.

**Course Abstract:** This course provides the participant with the knowledge and skills to plan, develop, and conduct group facilitated workshop sessions. It provides an overview of the facilitation technique and demonstrates how interactive facilitated workshops can be used for the development of business process, data and information needs models to support the Business Intelligence requirements gathering activities.

The course is constructed in such a manner that each section builds on the previous section and is followed by exercises that allow the student to practice the skills just learned.

**Course Geared To:** The intended audience is Enterprise Architects, Data Architects, Business Analysts, Systems Analysts and Project Managers. Anyone interested in facilitating small to large groups utilizing a consistent and repeatable approach for obtaining specific program or project objectives and succinct Business Intelligence functional requirements from the business community will benefit from this course.

### **What you will Learn:**

- Overview of Facilitation Concepts
- Profile of the Facilitator, Participants & Group Dynamics
- Establishing Project Scope
- Business Model Management
- Business Intelligence Requirements Gathering Techniques

### **Course Outline:**

#### Module 1 – Overview of Facilitation Concepts

- What is Facilitation? The uncovering and formulation of ideas
- How are the Facilitation Outputs Used for Business Intelligence?
- How does the Facilitation Approach Fit into Your Company & Culture?

#### Module 2 – Profile of the Facilitator

- Purpose of the Facilitator -
- Guiding Principles
- Core Skills

#### Module 3 – Profile of Core Team Members

- The Documentor
- Project Sponsor(s) & Manager(s)
- Subject Matter Experts
- Core Team Members
- Roles of the Participants

Module 4 – Group Dynamics

- Dealing with Different Personalities
- Life Cycle of Group Dynamics – Storming, Forming, Norming, Performing

Module 5 – Basic Workshop Guidelines and Principles

- Ground Rules
- Session Schedule
- Logistics & Control

Module 6 – “Lay of the Land” – Scoping the Project

- Establishing Initial Meeting with Project Sponsor(s)
- Execute “Lay of Land” Sessions
- Developing & Obtaining Project Approach Sign Off

Module 7 – Project Management Considerations

- Procuring Project Resources
- Developing Project Plan Details
- Publishing Work Shop Program Schedule
- Business Model Management (Session Artifacts)

Module 8 –Executing the Business Intelligence Requirements Gathering Sessions

- Developing Business Process Models
- Developing Business Information Models
- Developing Business Intelligence Information Needs

Module 9 – Post Facilitated Session Follow-up

- Publishing Session outputs
- Producing SDLC Deliverables from Session Artifacts

Module 10 – Case-Study Exercise – LoansRUS

- Develop Session Agendas
- Executing Simulated Requirements Gathering Sessions

**Speaker Bio:** Mike Lampa, CEO of TeamDNA, has 27 years experience in Data Integration, Data Warehousing, Business Intelligence, strategic planning and program management. Mike’s IT solutions are founded on a strict adherence to model based/model managed architectural disciplines. He developed the Integrated Architecture Framework (IAF) that supports project methodologies for Data Warehouse, Data Integration and Business Intelligence solutions. Mike is a featured speaker at industry and vendor events such as TDWI, DAMA, and Informatica's Data Quality and “How Healthy Is Your Data Warehouse” marketing events.