

IS (Information Systems) Business Analyst is an advisory role that provides a critical layer of challenge and scrutiny for organisations who wish to deliver IS change successfully. This is a multi-faceted role and practitioners have the ability to investigate business situations, identify and evaluate options for improvement and define the features required by organisations. Our Business Analyst apprenticeship programme runs for approximately 18 months and is certified by BCS, the Chartered Institute for IT.

Milestone 1

On-boarding & Induction

Month: 01 - 02

Learner completes induction meeting, receives an overview of the programme & an individual learning plan is created

Introduction to core principles of Business Analysis



Milestone 2

Business Analysis Practice

Month: 03 - 04

Learning key areas of the Business Analysis Process Model including investigation & business impact assessment

Exam: Business Analysis Practice

Portfolio: 10% complete



Milestone 3

Modelling Business Processes

Month: 05 - 06

Learning different methods of business process modelling, process analysis & 'as is' and 'to be' modelling

Exam: Modelling Business Processes

Portfolio: 20 - 30% complete



Milestone 4

Requirements Engineering

Month: 07 - 08

Learning Requirements Engineering & Management & Data Modelling

Exam: Requirements Engineering

Portfolio: 40 - 50% complete



Milestone 5

BA knowledge consolidation

Month: 09 - 12

Consolidation of all Business Analysis knowledge modules & the Business Analysis Process Model

Exam: Business Analysis Foundation

Portfolio: 60 - 80% complete



Milestone 6

EPA preparation & Gateway

Month: 13 - 14

Learner begins their End Point Assessment preparation & enters the EPA gateway

Portfolio: 100% complete



Milestone 7

End Point Assessment

Month: 15 - 18

Learner completes synoptic project & interview

Outcome: Learner meets business coach to explore next steps in their career



Milestone 8

Agile Business Analysis

Month: 16 - 17

Learning how agile is used in Business Analysis & its different methodologies



Milestone 9

BCS International Diploma in Business Analysis

Month: 18

Oral Exam: Topic areas:
Business Analysis Practice
Business Analysis Foundation
Modelling Business Processes
Requirements Engineering

