Are Your Lights On
Course Name: **AYLO (Are Your Lights On)**

**Course Objective:** Main idea behind the course is to have experiential learning for students. Hence lot of emphasis on case studies, work assignments in groups as well as individual assignments.

**Course Duration:** Approx 50 hrs

**Frequency:** 2 sessions per week

**Course Work:** Groups will be formed. Some assignments would be for group and some would be for individual to complete.

Course to have a website on intranet if available

**Main Topics:**

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Topic</th>
<th>Number of Hrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Course overview</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>Project and related topics</td>
<td>4</td>
</tr>
<tr>
<td>3</td>
<td>Pre-requisite Skills</td>
<td>4</td>
</tr>
<tr>
<td>4</td>
<td>Business Analysis</td>
<td>10</td>
</tr>
<tr>
<td>5</td>
<td>Case studies</td>
<td>10</td>
</tr>
<tr>
<td>6</td>
<td>Sample small Activities</td>
<td>10</td>
</tr>
<tr>
<td>7</td>
<td>Presentations</td>
<td>6</td>
</tr>
<tr>
<td>8</td>
<td>Exam (Theory)</td>
<td>2</td>
</tr>
</tbody>
</table>

**Evaluation:** 100 marks

<table>
<thead>
<tr>
<th>Topic</th>
<th>Marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Group work</td>
<td>30 Marks</td>
</tr>
<tr>
<td>Individual Assignment</td>
<td>20 Marks</td>
</tr>
<tr>
<td>Presentations</td>
<td>20 Marks</td>
</tr>
<tr>
<td>Theory Paper</td>
<td>30 Marks (mostly objective)</td>
</tr>
</tbody>
</table>

**Course Material**
- Class discussions, sessions, seminars
- Audio Visual Content
Details:

The new world of Analysis and Design
  • Mastering complexity
  • Problems solutions and Systems analysis and design

Tricks of the trade
  • Art of interviewing stakeholders
  • Managing Communication
  • Information Gathering
  • Design Philosophy
  • Understanding Trade offs
  • Negotiating Common understanding
  • Exploring alternatives
  • Managing Expectations
  • Managing Meetings

BA toolkit

Some Things that will be covered during the course
  • Discover real business needs, not just the most talked-about ones.
  • Improve the business processes by applying automation or other means
  • Define the most beneficial scope for the analysis project.
  • Use models to understand and communicate the business processes, and ensure stakeholders also understand.
  • Understand how to employ business events as a way of partitioning the business for easier understanding.
  • Interpersonal communication.
  • Think systemically, and find truly the best way to improve processes
  • Be a better business analyst

Modeling Business Processes
  • Techniques for studying the business’s response to the events.

Systems Thinking
  • Not getting carried away with solutions, but seeing the essence of the business

The human elements
  • Interviewing, resolving conflicts, facilitation

Understanding Troubled projects

Evaluating project decisions
  Case studies on
    • Managing stakeholders and their expectations
    • Requirements
    • Estimates
    • Managing Plans
    • Managing Process
    • Managing Risks
    • Managing people interactions
Discussion about issues in project management

Businesses thrive or struggle on the effectiveness of their business processes, both automated and manual. Businesses with good processes provide better service and are more responsive to their customers. The converse is true. This course gives you the skills and tools to discover real business needs, and to determine and demonstrate the best ways of improving it.