



Identification of the company responsible of the application	
Name of the application responsible person :	
Company name :	
Company address :	
Phone number :	
E-mail :	
Project Identification	
Project name :	
Period during which the project took place :	From : To :
Name of the company owning the project :	
Company address :	
Name of the service providers :	
Describe the project	
<i>* Project scope, stakeholders, number of them during the whole project, the business needs or high level requirements, requirement management process, the solution, the strategies used, the solution evaluation process against the results, etc.</i>	



Project description	
Business analysis knowledge areas	
<p>Indicate the BA knowledge areas used in your project. For each of them, indicate how your project stood out by the tasks you accomplished and the technics you used.</p> <p>A short summary of the content of each knowledge area is provided here below. For more information on the knowledge areas, please consult the Business Analysis Body of Knowledge® (BABOK®).</p>	
Business Analysis Planning and Monitoring	<p>Describe how the team responsible of Business Analysis in the project (the BA team here below) has determined the activities it shall undertake to carry out its work.</p> <p>How the team knew to adequately plan its work, its communications, elaborate strategies and efficient approaches in addition to analyze the stakeholders</p> <p>This knowledge area includes the stakeholders definition, the collaboration with them, the choice of analysis technics and the BA project part governance. The tasks of this knowledge area govern the execution of all the other tasks.</p>
Élicitation and collaboration	<p>Describe how the BA team has identified and consulted the various stakeholders impacted by the change in order to know well their requirements and confirm the result of the elicitation.</p> <p>This knowledge area includes the collaboration between the BA and the stakeholders, the understanding of their concerns and needs as well as their working context. With the elicitation, the BA ensures to well understand the real basis needs of a stakeholder rather than her/his expressed or superficial wishes.</p>



<p>Requirements life cycle management</p>	<p>Describe how the BA team has managed the requirements all along the project duration. Show how she ensured that the implemented solution corresponds to the requirements of the stakeholders, those being in-line with the company needs.</p> <p>This knowledge area describes how the business analysts establish the traceability between the requirements and the solution components in order to ensure, among others, the impact analyses when changes occur in requirements. This Knowledge area also covers the requirements prioritization, the change analysis and their approval.</p>
<p>Strategy analysis</p>	<p>Describe how the BA team has identified the company needs at the beginning of the project, defined the goal to achieve and what shall be changed to achieve this goal, such as work processes, organizational structures, outsourcing agreements, software and other solution components.</p> <p>This knowledge area describes how the business analysts evaluated the situation at the beginning, what value will bring the future situation to the company, which alternative solutions were identified, how to implement the selected solution, which capacities and changes will require this solution. This knowledge area also includes the risks analysis, positive and negative, as well as appropriate recommended actions.</p>
<p>Requirements Analysis and Design Definition</p>	<p>Describe how the BA team has structured, specified and model the requirements. Present the team evaluated the different options and identified the one that best fulfil the needs while globally bringing the greatest value.</p> <p>This knowledge area describes in details the requirements through specifications and models, verifies and valid those specifications and establishes designs, which will be used as requirements by others. This area also englobes the evaluation of the value that an option could bring. This value analysis extends, beyond the financial aspect, to the human, security, image and others domains.</p>



Solution Evaluation	<p>Describe how the BA team evaluated the solution once it was implemented or during its development. What proposed the team for eliminating elements limiting the complete realization of the value that the solution could bring ?</p> <p>This knowledge area describes how the Business Analysts measures the solution performance, analyze the measured values, identify the factors internal to the solution, the factors linked to the company restricting the value the solution could bring. Finally, this area describes the proposed recommendations to overcome the identified issues.</p>
Underlying Comptencies	<p>Describe the competencies demonstrated by the BA team related to the behavior, the knowledge and other characteristics, which contribute to the business analysis efficiency.</p>
Leadership and innovation	
What was the intake of the business analysis towards the project success ?	
<p>The jury will consider :</p> <ul style="list-style-type: none">○ The planning, the approaches and the strategy adopted in business analysis○ The requirements management and analysis as well as the communication to the stakeholders○ How the delivered solution responded to the business needs and to the stakeholders requirements.	



How did you demonstrate a leadership in business analysis ?

The jury will consider how the BA team:

- was able to mobilize the stakeholders and find a compromised solution making a consensus among the stakeholders
- was able to mobilize the project team for answering to the requirements of the different stakeholders and to the company needs
- demonstrated a leadership in its approaches and in the use of the asks and technics.

How did you innovate and progress the knowledge, the tasks and tecnics of business analysis ?

The jury will consider how the BA team has used a diversity of:

- **Technics**
- **Tasks**
- **Deliverables**

based on innovative solutions, approaches, product or services.

Consent

By submitting this application, I agree that:

- the information entered in my application is submitted to the jury of the **Swiss BA Award** who will ensure that the information is treated confidentially
- I make a presentation to the **Swiss BA Award** jury if my application is selected as the finalist of the competition;
- the photo of one or more members of the winning BA team or project is broadcast in various media;

I certicyf that this application:

- respects the rules of the **Swiss BA Award 2018**
- has obtained the agreement of the company owning the project and of the service providers.

Name of the responsible person :

Signature of the responsible person :

Submission of the application

The present formduly completed and signed shall be submitted by e-mail until the 25 february 2018 to: info@geneva.iiba.org