Case Study - 1

1Q. Draw a use case Diagram.

Ans.



2Q.Derive Boundary classes, Controller classes, Entity classes.

Ans.

|  |  |
| --- | --- |
| Boundary classes | Payment option Boundary  Card Payment Boundary  Wallet payment Boundary  Cash payment Boundary  Net Banking payment Boundary |
| Controller classes | Payment initiated Controller  Card payment Controller  Wallet payment Controller  Cash payment Controller  Net Banking payment Controller |
| Entity classes | Customer  Payment  Card  Wallet  Server |

3Q. Place these classes on a three tire Architecture.

Ans.

|  |
| --- |
| Application layer |
| Payment Method Selection Boundary |
| Card Payment Boundary |
| Wallet Payment Boundary |
| Cash Payment Boundary |
| Net Banking Payment Boundary |
| Business Login Layer |
| Payment Controller |
| Card Payment Controller |
| Wallet Payment Controller |
| Cash Payment Controller |
| Net Banking Payment Controller |
| Data Layer |
| Customer (Entity Class) |
| Payment (Entity Class) |
| Card (Entity Class) |
| Wallet (Entity Class) |
| Server (Entity Class) |

4Q. Explain Domain Model for Customer making payment through Net Banking.

Ans.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Customer | | | | | | Customer  ID | Customer  name | Customer  Details | Address | Account  number | |  |  |  |  |  | |  |  |  |  |  | |  |  |  |  |  | |  |  |  |  |  | | |  |  |  | | --- | --- | --- | | Bank | | | | Bank  name | Location | Branch  code | |  |  |  | |  |  |  | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  |  |  | | --- | --- | --- | --- | | Payment | | | | | Payment  ID | Account | Payment  data | Status | |  |  |  |  | |  |  |  |  | |  |  |  |  | | |  |  |  |  | | --- | --- | --- | --- | | Account | | | | | Account no | Account  Type | Balance | Account  Holder  name | |  |  |  |  | |  |  |  |  | |  |  |  |  | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  |  |  | | --- | --- | --- | --- | | Net banking service | | | | | Authentation | Fund  Transfer | Transaction  hist | Account  management | |  |  |  |  | |  |  |  |  | |  |  |  |  | | |  |  |  | | --- | --- | --- | | Authentication | | | | Username | Password | OTP | |  |  |  | |  |  |  | |  |  |  | |
|  |  |
|  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Transaction | | | |
| Transaction ID | Receipent details | Amount | Timestamp |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

5Q. Draw a sequence diagram for payment done by customer Net Banking.

Ans.



6Q. Explain Conceptual Model for this case.

Ans. A conceptual model is also known as domain model. The conceptual model for the payment process done by customer using net banking proving a high level understanding of the key concept and their relationship involved in the payment transaction. It helps in visualizing the overall structure and flow of the payment process.

7Q. What is MVC architecture? Explain MVC rules to derive classes from use case diagram and guidelines to place classes in 3-tire architecture.

Ans. The MVC architecture is Model- View- Control is a software design pattern commonly used for developing user interface that divides the related program login into three interconnected elements. This is done to separate internal representations of information from the ways information is presented to and accepted from the users.

**MVC Architecture Rules:-**

**1.** Combination of One Actor and use case results in one Boundary classes

**2.** Combination of TwoActor and use case results in two Boundary classes

**3.** Combination of Three Actor and use case results in three Boundary classes

**Note:-** only one primary actor is to be considered with a use case

**4.** Use case will result in a controller class

**5.** Each Actor will result in one entity class

**Guidelines to place classes in 3-tire architecture:-**

**1.** Place all Entity classes in DB Layer

**2.** Place Primary Actor associated Boundary Class in Application Layer

**3.** Place Controller Class in Application Layer

**4.** If governing Body influence or Reusability is there with any of remaining Boundary Classes, place them in Business Login Layer else place them in Application Layer.

8Q. Explain BA contributions in project (Waterfall model all stages)

Ans.

|  |  |  |
| --- | --- | --- |
| Stages | Activities | Artifacts & Resources |
| Pre project | Enterprise Analysis — SWOT Analysis, GAP Analysis,  Market Research, Feasibility Study, Root Cause  Analysis, Decision Analysis, Strategy Analysis,  Enterprise Architectural Frameworks, Project Scope and Business case writing, Risk analysis | Business Case  SOW (Statement of Work) PO (Purchase Order) |
| Sr. BA, Business Architects Presales Consultants |
| Planning & Estimations & Assessment  Flash card —2  Flash card -45  Project Kick Off  (Big Picture  Plan) | 1.Understand Assumptions and Constraints along with Business Rules and Business Goals  2.Plan Packages for Big Projects  3.Understands the project plan from PM  4.BA conducts stakeholders Analysis  5.Plan BA approach strategy (Req. gathering techniques, communication, Req. mgmt., Documents to follow, Tools to use, Change Request Handling  methodology) for this Project |  |
| PM  Sr. BA |

|  |  |  |
| --- | --- | --- |
| Requirements Gathering  Flash card - 39 | 1. Stakeholders identify and document  2.Client gives BRD or BA prepares BRD by interacting with Client — Brainstorming, Document Analysis, Reverse engineering, Interviews, workshops, Focus Groups, Observation, Questionnaires.  3.Prototyping can be used by BA to make the Client to give more specific requirements  4.Sort the gathered Requirements (avoiding duplicate Reqs, grouping into similar functionality or into modules)  5,Prioritize requirements — MoSCoW  6.Validate Requirements - FURPS | BRD (Business Requirements Document) |
| * BA * PM |
| Requirements  Analysis  Flash card - 40 | 1.Draws UML Diagrams (Use case and Activity Diagrams)  2.Prepares Functional Requirements from Business Requirements  3.All Architects comes up with Technical Requirements (SSD)  4.SRS will have Functional Requirements and Technical Requirements  5.Takes Signoff on SRS from Client. SRS is the first legal binding Doc between the Business and the technical Team  6.BA prepared RTM from SRS before Design phase starts. (BA is the owner of RTM).  7.BA traces how requirements are dealt in each phase of development life cycle from Design till UAT | Functional Requirements  Specification  SSD (Supplementary Support  Document)  SRS (Software Requirements  Specification)  RTM (Requirements Traceability  Matrix) |
| BA  PM  Solution-Architect  DB — Architect  NW — Architect |
| Design  Flash card - 41 | 1.From Use case Diagram, Test Manager or BA will prepare Test Cases  2.Communicates with Client on the design and Solution documents (updates Status to Client and | Solution Document  Design Document — HDD — ADD |

|  |  |  |
| --- | --- | --- |
|  | make them understand how the solution would look like to prepare them to drive OAT)  3.BA will initiate the preparation of End user manuals  4.updates RTM  5.From Use case Diagram Solution-Architect recommends Architecture of the IT solution  6. DB Architect uses Persistence Classes (Entity Classes) and comes up with ER Diagrams or DB Schema.  7. GUI Designer will look into Transient Classes (Boundary Classes) and designs all possible Screens for the IT Solution |  |
| BA  PM  Solution-Architect  DB — Architect  NW — Architect  GUI - Designer  Test Manger |
| Coding    Flash card -42 | 1.BA organizes JAD Sessions  2.BA clarifies queries of Technical Team during Coding  3.Developers refer Diagrams and Transient (Controller Classes) of BA and code their unit  4.Update End user manuals  5.Update RTM  Conducts regular Status meetings with technical team and the Client and tuning Client for participation in IJAT | LDD - CDD  Application |
| Development Team  BA  PM |
| Testing  Flash card - 43 | I.BA- Prepares Test Cases from Use Cases or assists  Test Manager to do so   1. BA performs high level testing 2. BA prepares Client for UAT 3. Test Data is requested by BA from Client 4. Updates End User Manuals 5. Updates RTM 6. Take signoff from Client on Client Project   Acceptance form | Test Concerning Documents  Application with less errors |
| Testing Team   * BA * PM   Client |
| Deployment and Implementation  Flash card - 44 | 1. Forwards RTM to Client or the PM which should be attached to the Project Closure Document  2. Coordinates to complete and share End User Manuals  3. Plans and Organizes Training Sessions for End Users  4. Prepares Lessons learned from this project (to take precautions for coming projects) |  |

9Q. What is conflict management? Explain using Thomas kilmann technique.

Ans. The Conflict management refers to the process of handling and resolving conflict or disagreement the problem and that raise between individuals are groups within an organization. And on the base on the problem we will have few options Competing, Avoiding, Accommodating, Collaborating, Comprising these will be done by the based on the problem.

The Thomas-Kilmann technique helps individuals understand their preferred conflicts-handling style and providing into when each mode might be appropriate.

Effective conflicts management involves recognizing the existence of conflicts, activity listening to the concerns of all parties involved, seeking common ground, and working towards collaborative solution that will be meet the needs of everyday.

10Q. List down the reasons for project failure.

Ans.

1. Improper requirements gathering
2. Continuous changing in requirements
3. Lack of user involvements
4. Lack of executive support
5. Unrealistic expectation
6. Improper planning

11Q. List the challenges faced in project for BA.

Ans.

1. Ambiguous or changing requirements

2. Stakeholder Management

3. Lack of Stakeholder Involvement

4. Unclear Project Objectives

5. Managing Conflicts and Negotiations

6. Project Communication

7. Time and Resource Constraints

8. Resistance to Change

12Q. Write about Document Name Standards.

Ans. The Document Name Standards are the names of the file that should be 40-50 characters and convention should only use alphanumeric characters, dashes, underscores, letters are numbers. This will be used to file to move or shared and users to identify the file. All documents will be named using some standards like [ProjectID][Document Type]v[x]D[Y].ext

13Q. What are the Do’s and Don’ts of a Business Analyst.

Ans. Never say NO to Client

There is NO word called as “BY DEFAULT”

Never imagine anything in terms of GUI

Question the existence/question everything in the world

Ex: what client givens not always correct

Consult an SME for Clarification in Requirements

Every Problem of Client is unique, NO two problems of different Client are same. May be the approach , technology, place of use, local laws may be varied to make them (Problems) to be different.

Go to Client with a plain mind with no assumptions. Listen carefully and completely until Client is done and then you can ask your Queries, Please do not interrupt the client, When he/she is giving you the problem. Maximum Try to extract the leads to solution from Client itself. Never try to give solution to client straight away with your previous experience and assumptions. Try to concentrate on the important and truly required Requirements. Don’t be washed away by add on Functionalities or don’t imagine solutions on screen basis.

14Q. Write the difference between packages and sub-system.

Ans.

|  |  |  |
| --- | --- | --- |
|  | **Package** | **Sub-System** |
| Granularity | Smaller and more focused in scope. | Large and encompass multiple package or modules |
| Dependency  Management | Manage dependencies at a class/ component / level | Manage dependence at a higher level, defining boundaries and interfaces between different parts of the system. |

15Q. What is camel-casing and explain where it will be used.

Ans. The Camel-casing is a naming convention used in computer programming and is characterized by removing space between words and capitalizing the first letter of each word except for the first word. The name “camel-casing” is derived from the appearance of the resulting string, which resembles the humps of a camel.

By using camel casing, developers can create meaning and readable name that are easier to understand and follow coding standards. It promotes consistency within the codebase and improves collaboration among team members.

16Q. Illustrate Development server and what are the accesses does business analyst has?

Ans. A development server refers to a dedicated environment or server that is used during the software development process. It provides a platform for developers and testers to build, test, and debug applications before they are deployed to a production environment to ensure compatibility and accurate testing.

Read-Only Access

Collaborative Access

Limited Configuration Access

17Q. What is Data Mapping.

Ans. The Data Mapping is the process of establishing a relationship or connection between data elements in two or more different data sources or data formats. It involves defining how data from one source corresponding to or transformation processes.

The Purpose of data mapping is to ensure that data can be accurately and effectively transferred, converted, or transformed between different system, databases, or formats. It involved identifying the source data elements, determining their meaning and structure, and mapping them to the corresponding target data elements.

18Q. What is APL. Explain how you would use APL integration in the case of your application Data format is dd-mm-yyyy and it is accepting some data from Other Application from US whose Data Formate is mm-dd-yyyy.

Ans. An APL(Application Programming Interface) is a set of rules and protocols that allows different software application to communicate and interact with each other.

Establish APL Communication: set up APL communication between your application and the other application to exchange data

Data Formatting: When sending data from your application to the other application, convert the data from the dd-mm-yyyy format to the mm-dd-yyyy format. This can be achieved by extracting the day, Month, and year components from the data rearranging them according to the target format.

Data Parsing: When receiving data from the other application, parse the mm-dd-yyyy formatted data into your application’s dd-mm-yyyy format. Again you will need to extract the day, month, and year components and rearrange them accordingly.

Data Validation: Perform data validation and ensure that the converted data remains valid after the format conversion. Check for edge cases, such as invalid data or date ranges that might be affected by the format conversion, and handle them appropriately.

19Q. What is the difference between Brainstorming and JAD Sessions?

Ans.

|  |  |  |
| --- | --- | --- |
|  | **Brainstorming** | **JAD Sessions** |
| Purpose and Focus | Generating a wide range of ideas and solution. | Analyzing and documenting detailed requirements for a software application or system. |
| Facilitation and structure | Open and free-flowing with minimal facilitation. | Structured and facilitation by a trained facilitator, following predefined activities and techniques. |

20Q. Why Documents Analysis is one of the compulsory technique we use in a project? Justify

Ans. The Document analysis is a crucial technique used in project management and requirements gathering management and requirements document analysis is considered a compulsory technique:

Understanding Existing Documentation

Establishing Baseline and reference

21Q. In Which context we will use Reverse Engineering?

Ans. The Reverse Engineering is commonly used in various contexts to understand and analyze existing system, production, or technological. Here are two common contexts where reverse engineering is employrd:

**Software Development and Maintenance:**

Understanding Legacy System

Interoperability and integration

**Product Analysis and Competitor Research:**

Competition Analysis

Intellectual Property Protection

22Q. What is the difference between Brainstorming and Focus Groups?

Ans.

|  |  |  |
| --- | --- | --- |
|  | **Brainstorming** | **Focus Groups** |
| Purpose | Generating a wide range of ideas and solutions | Obtaining in-depth insights, opinions, and feedback |
| Structure | Open-ended and unstructured | Guided and structured |

23Q. Observation Technique – Explain both Active and Passive approaches

Ans. The Observation Technique are commonly used in research, usability testing, and requirement gathering to gather data by directly observing individuals, processes, or systems. There are two main approaches to observation: active and passive. Let’s explore each approach:

**Activity Observation:-**

In activity Observation, the Observer activity engages with the participants or the environment being observed. They may interact with participants, ask questions, or guide the observation process.

**Passive Observation:-**

In passive Observation, the observer takes a more non-intrusive and hands-off approach. They simply observe and record the behaviors, activities, or events without directly interacting with the participants or influencing the observed context.

24Q. How do you conduct the Requirement Workshop.

Ans. Conducting a requirements workshop involves facilitating a collaborative session with stakeholders to elicit, analyze, and document requirements for a project.

Plan and Prepare

Identify the Participants

Create an agenda

25Q. In Which context, Interview Technique can be conducted by a BA? How may approaches are there in conducting Interviews? (Structured – Unstructured) Explain them. Explain the difference between Open Ended Question and Closed ended Questions.

Ans. A Business Analyst (BA) may conduct interview as part of their role in gathering requirements, understanding stakeholder’s needs, or conducting research for a project. Interviews are commonly used in the context of business analysis to commonly used in collect information, clarify requirements, elicit feedback, and gain insights from stakeholder.

Structured Interview: In a structured interview, the interview follows a predetermined set of questions in a standardized manner.

Unstructured Interview: In contrast, an unstructured interview is more flexible open-ended. It allows the interview to explore topics in depth and follow the participant’s responses to uncover new insights.

|  |  |  |
| --- | --- | --- |
| **Differences** | **Open-Ended Questions** | **Closed-Ended Questions** |
| Format | Require narrative, | Offer predefined response |
|  | | |
|  | **Descriptive responses** | **Options** |
| Response Type | Participants have freedom to provide | Participants choose from  Given response options |
|  | | |
|  | **Their own answers** |  |
| Information | Provide qualitative | Provide qualitative |
| Obtained | Detailed information | Standardized information |

26Q. Questionnaire Technique – Where we will use? Give one example.

Ans. The questionnaire technique is commonly used in research and data collection to gather information from a large number of participants in a structured manner. It involves a series of questions presented to respondents, who provide their answers based on the given option or by providing their own responses

For Eg:- The questionnaire technique is used is in market research. Companies often use questionnaires to gather data about consumer preferences, opinions, and purchasing behavior.

27Q. How to sort the requirements – Where we will use? Give one example

Ans. The sorting requirements is a crucial step in the requirements engineering process, Where the gathered requirements are organized and prioritized based on their importance, relevance, and feasibility.

This helps in identifying the most critical and high-priority requirements for the development or implementation of a product or system.

For Eg:- The sorting requirements is used is in software development. When building a software application, there are often numerous requirements identified from stakeholder, user, and project teams.

28Q. Prioritize the Requirements – Where we will use? Give one example.

Ans. The prioritize requirements is an essential step in the requirements engineering process, where the identified requirements are ranked or ordered based on their relative importance and urgency.

This help in guiding the development team’s efforts, resource allocation, and decision-making during the product or system development.

For Eg:- Prioritizing requirements is used in project management, particularly in agile methodologies like scrum. In scrum the product backlog is a prioritized list of requirements, often referred to as user stories.

29Q. Weekly status reporting – How we will drive?

Ans. To effectively drive weekly status reporting, follow these steps:-

Define reporting requirements

Set reporting frequency and deadline

Communicate expectation

Provide guidance and support

Remind and follow up

Review and consolidate reports

Share and discuss the reports

Act on the findings

30Q. Meeting Minutes Documents – Prepare one Sample

Ans.

|  |  |
| --- | --- |
| MOM Template | |
| Date |  |
| Time |  |
| Location |  |
| Attendees | ABC  BCD  EFG |
| Agenda | Item 1  Item 2  Item 3  Item 4 |
| Discussion  summary | Item 1  Discussion  Summary of the item |
| Action items |  |
| Next Meeting | |
| Date |  |
| Time |  |
| Location |  |
| Agenda |  |

31Q. Change tracker – Document – Prepare one Sample.

Ans.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  | | --- | | Change Tracker Document | | Vision:(Insert version number) | | Date:(Insert Date) | | **Change Details** | | Change Request Number | | Requested By | | Date Requested | | Change Description | | **Change Assessment** | | Impact Analysis | | Risk Analysis | | Feasibility Analysis | | Effort Estimate | | Approval status | | Approval Date |  |  | | --- | | Approvals | | Approver 1 | | Approver 2 | | Approver 3 | | Approver Date | | References | | Related Documents | | Supporting | | |  | | --- | | **Implementation Details** | | Developer/Implementer | | Start Date | | End Date | | Test Coverage | | Test Results | | Development Plan | | **Rollback Plan** | | Rollback Procedure | | Rollback Test Plan | | Rollback Date | | Rollback Results | | Documentation Updates | | Document Affected | | Update Description | | Update Date | | Update By | |

32Q. Difference between Traditional Development Model and Agile Development Model

Ans.

|  |  |
| --- | --- |
| **Waterfall** | **Agile(Scrum)** |
| Feasibility evaluation takes long phase and is done in advance to avoid reworking in the next project phase | Feasibility test takes a shorter while considerably. Clients are in the early project phase to get the buy in and the needs in the long run. |
| Project planning is done at the beginning of the project and is not open to any changes later on. | The plan is not given the foremost priority and is done during sprint planning. Modification are welcome except during an active sprint. |
| Project progress gets monitored according to the project plan. | The development gets tallied in each sprint. |
| Only the project manager communicate and carry out progress review meeting weekly/monthly | Communication is frequent, face-to-face, and clients also participated throughout the project. |
| Roles are not interchangeable once distributed among project team members. | You can switch roles quickly, and the team can work in cycles. |
| Documentation gets a lot of emphases and that is pretty comprehensive | There’s a need to file requirements, build designs, and write test planes to promote working software delivery |

33Q. Explain Brainstorming Techniques – Where to use?

Ans. The Brainstorming is a technique used to generate creative ideas and solutions through a group discussion or collaboration. It encourage participants to freely express their through, ideas, and suggestions without criticism or judgment.

Here are some common scenarios where brainstorming is useful:

Idea Generation

Project Planning

Problem-solving

Team Building

Innovation and Product Development

Strategic Planning

Case Study – 2

34Q. What reports Accounts Departments will generate (minimum 5 reports)

Ans**. Financial Statements:-** The accounts department prepares and provides financial statement, including balance sheets, income statement, and cash flow statement. These statement give an overview of the borrower’s financial position, profitability, and ability to generate cash flow.

**Company Reserve Lone Report:-** This report will help understand the reserve amount.

**Credit Report:-** The account department may obtain a credit report on the borrower from a credit bureau. This report provides information on the borrower’s credit history, including their repayment track record, outstanding loans, and credit score.

**Collateral Evaluation:-** If the loan requires collateral, the accounts department may be involved in evaluating the value and marketability of the proposed collateral. Cash Flow Projections: The account department prepares cash flow projections based on the borrower’s financial data.

**Debt-to-income Ratio Analysis:-** The accounts department calculates the borrower’s debt-to-income ratio, which compares the borrower’s total debt obligation to their income.

35Q. What is the structure of the message/mail communicated from the HR department to the employee in case the Loan is rejected?

Ans.

**Subject:** Loan Application Rejection Notification

**Dear Smith,**

We hope this email finds you well. We would like to inform you that after careful consideration and evaluation of your loan application, We regret to inform you that your loan request has been rejected by the company’s loan approval committee.

We understand that this news may be disappointing, but we want to assure you that the decision was made after a through assessment of various factors and taking in consideration the company’s lending policies and financial guidelines.

While we cannot provide specific details regarding the reasons for the loan rejection, We encourage you to review your financial situation and consider alternation option that may better align with your current circumstances. Our HR department is available to provide guidance and support if you require assistance in exploring other avenues for financial assistance

Please note that this decision does not reflect on your value as an employee, and it will not have any impact on your employment or benefits with the company. We remain committed to supporting your professional growth and well-being within our organization.

If you have any Questions or required further clarification, please feel free to reach out to the HR department, and we will be more than happy to assist you.

Thank you for your understanding.

**Best regards,**

HR Dept

ABC Company

36Q.What is the structure of the message/mail communicated from the HR department to the employee in case the Loan is approved?

Ans.

**Subject:** Loan Application Notification

**Dear Smith,**

We are pleased to inform you that your loan application has been approved by the company’s loan approval committee. Congratulations on this successful outcome.

We have careful reviewed your application and considered various factors, including your financial standing, employment history, and the loan program’s eligibility criteria. Based on our assessment, we are confident that this loan will assist you in achieving your financial goals.

Below are the details regarding your approved loan;

**Loan Amount :** Rs. 15,00,000

**Loan Year :** 10 years

**Interest Rate :** 7.5%

**Repayment Schedule:** Pay in the yearly instilments of Rs. 1,50,000

Please review the loan agreement and associated terms carefully, If you have any Questions or require further clarification, please do not hesitate to reach out the HR department. We are here to provide the necessary support and guidance throughout the loan process.

We Kindly remind you of your responsibility to fulfill the loan repayment obligations as per the agreed upon terms. Timely and consistent repayment will not only help you meet your financial objectives but also demonstrate your reliability and strengthen your creditwor thinness.

We appreciate your prompt attention to the loan agreement and adherence to the repayment schedule, Should you require any assistance or encounter any challenges during the repayment period, please feel free to approach the HR department for guidance and support.

Once again congratulations on your loan approval we with you every success in achieving your financial aspirations.

**Best regards,**

HR Dept

ABC Company

37Q. Design a sample report on the Loan applications Received by the accounts Department

Ans.

|  |  |  |  |
| --- | --- | --- | --- |
| **Loan application ID** | **Applicant Name** | **Loan amount** | **Status** |
| PLO1 | John | 1,00,000 | Approved |
| HLO2 | Smith | 5,00,000 | Pending |
| ELO3 | Andrew | 15,00,000 | Rejected |

**Notes**:

* Approved applications have met the loan approval and are eligible for loan disbursement.
* Rejected applications do not meet the loan approval criteria and have been declined.
* Pending applications are currently under review and a decision will be communicated soon.
* For any inquiries or further information, please contact the Accounts Department.

38Q. Which reporting Tools we will use for generating reports.

Ans. The choice of reporting tool depends on factors such as the nature of data, reporting requirements, use skill level, budget, and integration capabilities, some of the popular reporting tools commonly used for generating reports:

Microsoft Excel:- Excel is a widely used spreadsheet software that offers powerful data analysis and reporting capabilities

Tableau:- Tableau is a leading data visualization and reporting tool that enable users to create interactive and visually appealing reports and dashboards

Power BI:- Power BI, developed by Microsoft, is a business intelligence tool that allows used to connected, transform, and visualize data from different sources.