**FORUMS**

1. **What are business requirements?**

Business requirements are high-level statements that describe the goals, needs, and objectives an organization aims to achieve through a specific project, initiative, or solution. These requirements focus on the "what" the business wants to accomplish, not the technical details of how it will be implemented.

1. **Do’s and Dont’s of BA?**

* Never say no to client.
* No word “By Default” for B.A.
* Never think in terms of GUI (Graphical User Interface)
* Question the existence of existence

1. **What is Gantt Chart?**

A **Gantt chart** is a project management tool that visually represents a project's timeline. It displays tasks or activities as horizontal bars along a timeline, showing their start and end dates. This helps track progress, manage dependencies, and monitor deadlines.

1. **What is Software Development Life Cycle?**

**SDLC (Software Development Life Cycle)** is a structured process used to develop software systems with a high degree of quality. It provides a framework for planning, creating, testing, deploying, and maintaining software. SDLC ensures that the software meets business requirements, is delivered on time, and operates efficiently.

1. **Explain the difference between waterfall model and V model?**

In waterfall model, each phase must be completed to start next phase i.e, once the development stage is completed then only testing phase will start. Moreover, this method is very easy to use. Whereas, in V model is an extension of waterfall model where development and testing are done parallel. In this model, as testing starts early it is easy to identify bugs and fix them.

1. **Write the reasons for project failure?**

There might be various reasons for the failure of the project. Some of them are listed below:

Improper requirement gathering.

Continuous CR’s (Change Requests).

Lack of user involvement.

Lack of executive support.

Improper planning.

Unrealistic expectations.

1. **Explain RACI matrix?**

RACI matrix is a project management tool used to clarify roles and responsibilities for tasks or deliverables in the project. The acronym RACI stands for:

* **R** – **Responsible**: The person(s) who performs the task or does the work.
* **A** – **Accountable**: The person who is ultimately answerable for the task and ensures it is completed successfully.
* **C** – **Consulted**: People whose input is sought before or during the task. They are subject-matter experts.
* **I** – **Informed**: People who are kept informed of progress or outcomes but are not directly involved in the work.

1. **What are elicitation techniques?**

Elicitation techniques are methods or approaches used by Business Analysts (BAs) to gather and understand information, requirements, and expectations from stakeholders for a project or system. These techniques help ensure that all necessary requirements are captured to deliver a successful solution. Some common elicitation techniques used by BA are:

Interviews

Workshops

Surveys/ Questionnaire

Observation

JAD

Document Analysis

Prototyping

Brainstorming

Focus groups

1. **Difference between Activity Diagram and flow chart?**

|  |  |
| --- | --- |
| **Activity Diagram** | **Flowchart** |
| It is a diagram used to model the process where system is involved. | Flow chart is a diagram which describes the whole business process not just where system is involved. |
| Example: Withdrawal of amount using ATM on teller machine | Example: The whole process of withdrawal of amount starting from entering the teller machine to collection of cash. |

1. **Explain any 3 elicitation techniques?**

**Brainstorming:** It is a technique used to generate ideas on a specific issue and come out with a best solution. Simply, sharing new ideas without any discussions, criticism/ evaluation.

**Document Analysis:** It is a technique of reading document and understanding the product, process, and project. With this technique, we can get a lot of information and majorly used in migration projects.

**JAD (Joint Application Development):** It is collaboration between stakeholder and system analysts. This technique helps in identifying the requirements of a stakeholder in a concentrated and focused effort.

**Observation:** Observing, shadowing users or even doing part of their job, can provide information of existing process, inputs and outputs. There are two kinds of observation. They are passive and active approach.

1. **Explain Thomas-Kilmann conflict technique?**

The Thomas-Kilmann Conflict Mode Instrument (TKI) is a framework used to understand and manage conflict in organizations or interpersonal relationships. Developed by Kenneth W. Thomas and Ralph H. Kilmann, it identifies five conflict-handling styles based on two key dimensions:

On X-axis: Co-operation was laid and on Y-axis: Assertiveness was laid.

**Avoid:** Low assertiveness and Low Co-operation

**Accommodate:** Low assertiveness and High Co-operation.

**Compromise:** Moderate assertiveness and Moderate Co-operation.

**Compete:** High Assertiveness and Low Co-operation.

**Collaborate:** High Assertiveness and High Co-operation

1. **Explain use case diagram and its components?**

**Use case diagram:** It is a high-level diagram to identify the requirement, explain and how the end users are interacting with the system. It doesn’t focus on functionality of the system; it only focuses on how and end user is interacting. There are two types of use cases:

**Essential use cases:** They make sense and add completeness to the end user.

**Supporting use case:** They make sense and supports essential use case.

1. **Define 3 tier architecture?**

A 3 tier architecture is a software design framework that divides an application an into three logical and physical layers, each with a specific role. These layers are:

**Application layer:** This is commonly called as user interface application. This layer is developed using HTML, CSS, Java Script, Angular, React etc.

Example: Screens, Pages, Functionalities etc.

**Business Logic layer:** This is the layer where the information collected by the user is processed. This layer is considered as heart of the 3 tier architecture. This layer consists of business logics, all reusable components, business rules, and compliances etc. This layer is developed using Java, Python, Node.JS etc.

**Data Layer:** This also called as Database layer. This layer acts as a storage layer and data access layer. This is developed using SQL, MongoDB etc.

1. **What is feasibility study?**

A Feasibility Study is an evaluation process used to determine whether a project, proposal, or business idea is practical, viable, and likely to succeed. It examines various aspects like technical, financial, legal, operational, and market feasibility to assess the project’s potential for success before investing time and resources. This study helps the company to know whether they can do it or not.

1. **Explain SWOT analysis?**

The word SWOT is an acronym of Strength, Weakness, Opportunities, and Threats. It helps to analyze various factors influencing the project. For our project, SWOT analysis is as follows:

|  |  |
| --- | --- |
| **Strengths**  Efficient working team  Timely deliverables  Latest technology  Skilled and Experienced employees | **Weakness**  Dependency of external vendors  New genre of work  Customer support |
| **Opportunity**  Business expansion  More projects related to agri-business  Market demand  Partnership and Collaborations | **Threat**  Competition  Economic factors  Regulations and policies |

1. **What are the meetings held in Agile Scrum?**

In Agile scrum, various meetings were conducted during different phase of the project. Some of the meetings are: Product vision meeting, Sprint planning meeting, Daily scrum meeting, Sprint review meeting, Sprint retrospective meeting.

**Product Vision Meeting:** Defines the overarching goal and purpose of the product, ensuring all stakeholders align on the long-term vision and objectives.

**Sprint Planning Meeting:** A meeting where the team selects and commits to specific user stories or tasks from the product backlog for the upcoming sprint, breaking them into actionable items.

**Daily Scrum Meeting:** A short, time-boxed meeting (15 minutes) where the team discusses progress, plans for the day, and any roadblocks.

**Sprint Review Meeting:** Conducted at the end of the sprint, where the team showcases completed work to stakeholders for feedback and alignment.

**Sprint Retrospective Meeting:** Held after the Sprint Review, focusing on reflecting on the sprint to identify what went well, what didn’t, and how to improve in the next sprint.

1. **Explain BV and CP in Agile?**

**Business Value (BV):** Business value refers to the measurable benefits a project or feature delivers to the organization, such as increased revenue, improved customer satisfaction, or operational efficiency. It helps prioritize features by assessing their impact on organizational goals.

**Complexity Points (CP):** Complexity points quantify the effort, resources, and technical challenges required to complete a project or feature. Typically estimated using methods like story points, they help teams understand and plan workload distribution.

1. **Business analyst Vs Research Analyst?**

**Business Analyst (BA)**:

Focuses on understanding business needs, gathering requirements, and designing solutions to improve processes or systems.

Works closely with stakeholders to bridge the gap between business and technology.

Goal: Deliver solutions that align with business objectives and add value.

**Research Analyst (RA)**:

Specializes in collecting, analyzing, and interpreting data to provide insights and support decision-making.

Works primarily with raw data, statistical tools, and market research.

Goal: Identify trends, patterns, and opportunities to inform strategy.

1. **Write the challenges of BA?**

There are many challenges faced by BA. Few of them are listed below:

* Ambiguous requirements
* Scope creep
* Communication gaps
* Conflict management
* Lack of stakeholder engagement
* Time constraints
* Technical challenges
* Managing expectations
* Balancing multiple projects

1. **What is impediment log?**

An Impediment Log is a tool used in Agile project management to track and manage obstacles (impediments) that hinder a team's progress during a sprint or project. It ensures that impediments are identified, prioritized, and resolved promptly to maintain workflow efficiency.

1. **Explain scope creep and reasons for it?**

An Impediment Log is a tool used in Agile project management to track and manage obstacles (impediments) that hinder a team's progress during a sprint or project. It ensures that impediments are identified, prioritized, and resolved promptly to maintain workflow efficiency.

**Reasons:**

Unclear requirements

Stakeholder pressure

Poor communication

Evolving business needs

Overambitious goals

Inadequate stakeholder involvement

Lack of change control process.

1. **What are UML diagrams?**

UML is an acronym of Unified Modelling Language. It is also called as Language of Diagrams. These are standardized visual representations used in software engineering to model, design, and document the structure and behavior of a system. They help stakeholders, developers, and designers understand system requirements, workflows, and architecture in a clear, visual format. It has 5 static diagrams and 4 dynamic diagrams.

Some examples of UML diagrams are: Use case diagram, Sequence diagram, and Activity diagrams etc.

1. **What is an API?**

API (Application Programming Interface) is a set of rules, protocols, and tools that allows different software applications to communicate and share data or functionality. It acts as an intermediary between two systems, enabling them to interact without the need for the user to understand the underlying implementation.

1. **Explain MoSCoW and FURPS Technique?**

The MoSCoW method is a prioritization technique used in project management, to help teams and stakeholders categorize requirements based on their importance and urgency. It ensures that the most critical aspects of a project are delivered first.

MoSCoW stands for Must, Should, Could, and Won’t have.

**Must:** Critical requirements that are essential for the project's success. Without them, the project cannot be considered complete or functional.

**Should:** Important but not essential features. These are high-priority requirements that can be deferred if time or resources are limited.

**Could:** Desirable features but not essential. They provide additional value but are not necessary for the project’s success.

**Won’t:** Features that are agreed upon as not being included in the current iteration or project scope.

**FURPS Technique:**

The FURPS technique is a classification model used to evaluate and define software quality attributes. It focuses on five critical aspects of software to ensure a well-rounded assessment of system quality. The components of FURPS are:

Functionality

Usability

Reliability

Performance

Supportability

1. **What is business case document?**

A Business Case Document is a comprehensive report that justifies the initiation of a project or investment. It outlines the rationale, objectives, and expected benefits of the proposed project, while also evaluating the associated risks, costs, and potential return on investment (ROI). The document serves as a decision-making tool for stakeholders to assess whether the project is worth pursuing.