

BAFC Course Outline

What you will learn

The Business Analysis Fundamentals Certified (BAFC™) course introduces the core concepts, terminologies, and techniques of Business Analysis. Designed for beginners, this certification provides a solid foundation in identifying business needs, understanding stakeholders, and outlining basic solution strategies. Ideal for students, fresh graduates, or professionals transitioning into Business Analysis roles.

The courseware and preparation tools required for the certification exam will be available online on BALEarning.com. An online unproctored exam will be conducted at the end of the course.

Business Analysis Fundamentals Certified Certification classroom/virtual trainings or E-learning course are also offered by BALEarning™ approved Authorized Training Partners (A.T.P.s). All trainers are highly experienced and accredited by BALEarning™. Course fee includes the certification exam fee. Participants will be awarded 'Business Analysis Fundamentals Certified' certificate from BALEarning™ on successfully passing the exam.

Audience Profile

Anyone interested in knowing more about Business Analysis can take up this course and exam for free.

Prerequisites

There is no formal prerequisite for this course.

What is included

- High quality videos, study guides, chapter tests, and case study
- High quality hands-on training using role-plays and case-studies
- Course fee includes certification exam fee
- Complimentary copy of the BARG™ Guide

Examination Format

- Multiple choice questions
- 40 questions per exam
- One mark awarded for each correct answer
- No negative marking for incorrect answers
- 30 questions need to be answered correctly to pass
- 60 minutes duration
- Online, unproctored

Course Outcomes

By the end of this course, participants will be able to:

- Explain the evolution, purpose, and value of Business Analysis and justify its use in modern, AI-enabled organizations.
- Differentiate the Business Analysis Reference Guide (BARG™) from other Business Analysis bodies of knowledge and evaluate its practical, contemporary, and AI-supportive advantages.
- Apply the principles, aspects, and organizational structure of the BARG™ framework to real-world business analysis scenarios.
- Analyze and manage business justification, change, risk, quality, and reporting using the BARG™-defined processes and procedures.
- Implement end-to-end Business Analysis processes across the Setup, Initiate, Plan, Implement, and Enhance phases.
- Use AI-enabled tools (Vabro) to configure BA hierarchies, set up workflows, and execute Business Analysis activities effectively in real-life projects.

Course Methodology

- We promise a highly engaging course that ensures high retention of concepts and theories.
- Students are encouraged to work through the concepts rather than just listen to them—this provides better internalization and retention.
- Students work through a case study to simulate product development using the Business Analysis Framework.

Course Outline

1. Introduction

- Overview of Business Analysis
 - Brief History of Business Analysis
 - Why Use Business Analysis?
- Purpose of the Business Analysis Reference Guide
- BARG™ vs. other Business Analysis Books or Bodies of Knowledge
- Framework of the Business Analysis Reference Guide
- Business Analysis Processes
 - Setup Phase
 - Initiate Phase
 - Plan Phase
 - Implement Phase
 - Enhance Phase

2. Implementing BA with AI using Vabro – Vabro Hierarchy, Setup, Business Analysis with Vabro

About BALearning™

BALearning™, a brand of VMEdU, Inc., is a global leader in Business Analysis education and certification. We created the Business Analysis Reference Guide (BARG™)—a practical, accessible, and scalable framework designed to help organizations and professionals implement effective Business Analysis across industries and project types.

Our mission at BALearning™ is to empower individuals and organizations by simplifying the learning and application of Business Analysis. Whether you are new to the field or an experienced practitioner, our goal is to make Business Analysis engaging, relevant, and results-driven.

With a presence in over 50 countries and a network of 2,000+ Authorized Training Partners, BALearning™ is transforming the way professionals approach Business Analysis. Our ecosystem includes free access to learning resources, practical AI-enabled tools, and advanced certification programs that enable learners to apply their knowledge in real-world environments.

BALearning™ is proud to be part of the larger VMEdU family, which includes respected brands such as ScrumStudy.com, KanbanStudy.com, and OKRStudy.com. With more than 2 million students and a LinkedIn community of over 300,000 members, we are dedicated to making business success achievable for everyone.

Our key certifications include Business Analysis Fundamentals with AI Certified (BAFC), Business Analysis with AI Certified (BAAIC), Business Analysis Essentials with AI Certified (BAEC), Business Analysis Professional with AI Certified (BAPC), Business Analysis Leader with AI Certified (BALC), and Business Analysis Consultant with AI Certified (BACC).

BALearning™ Certification Hierarchy

BALearning™ certified professionals enable organizations to make better decisions, streamline processes, and deliver business outcomes that enhance efficiency and return on investment. With strong knowledge of Business Analysis principles, certified individuals can effectively handle real-world challenges such as stakeholder engagement, requirements management, and strategic alignment.

While most BALearning™ certifications do not have strict prerequisites, following the recommended certification hierarchy supports logical progression and long-term success. The diagram below illustrates a clear pathway—starting with core fundamentals and advancing toward specialized and consultant-level expertise.

