

Tools & Techniques Triage

Using “99 Business Analyst Techniques” to better understand your team’s skills and training needs.



Agenda

- Introduction
- The idea explained
- Round 1: Card sorting techniques
- Round 2: Visualising your toolkit
- Round 3: Assessing the gaps

Intro: Who Are We

Jamie Clouting - Lead Business Analyst

- BA for 10+ years
- Specialising in Agile Transformation projects
- Based in Manchester
- Keen runner, nervous public speaker...



Ayo James - Business Analyst

- BA for 3 years
- Based in Manchester
- Legal Background (hence the mug shot)
- Enjoys going to the gym; to facilitate my appetite

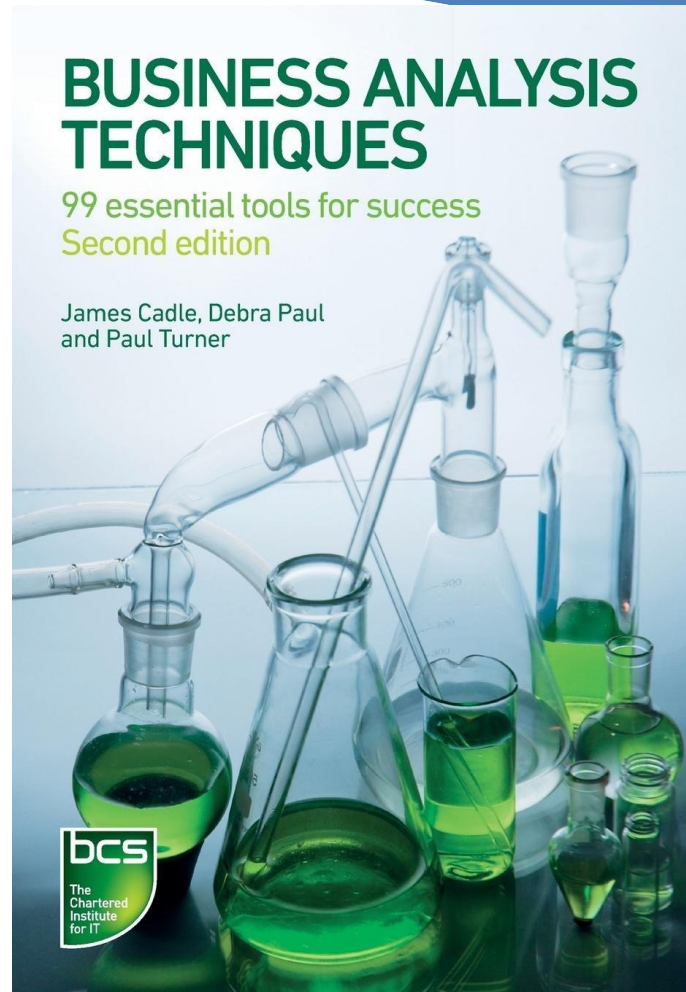
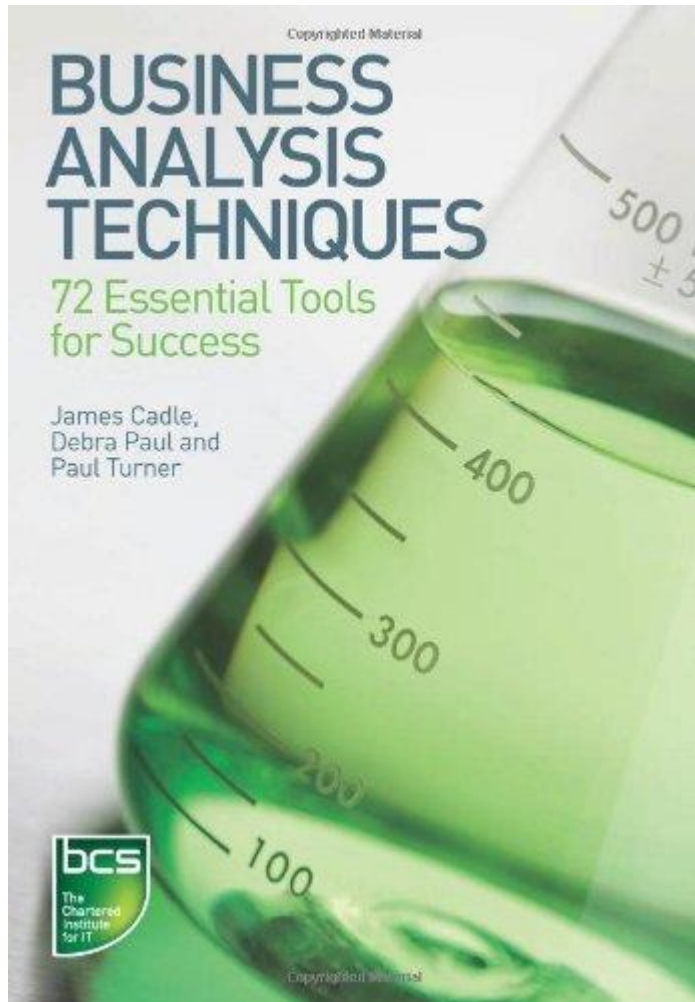


Intro: The Technique

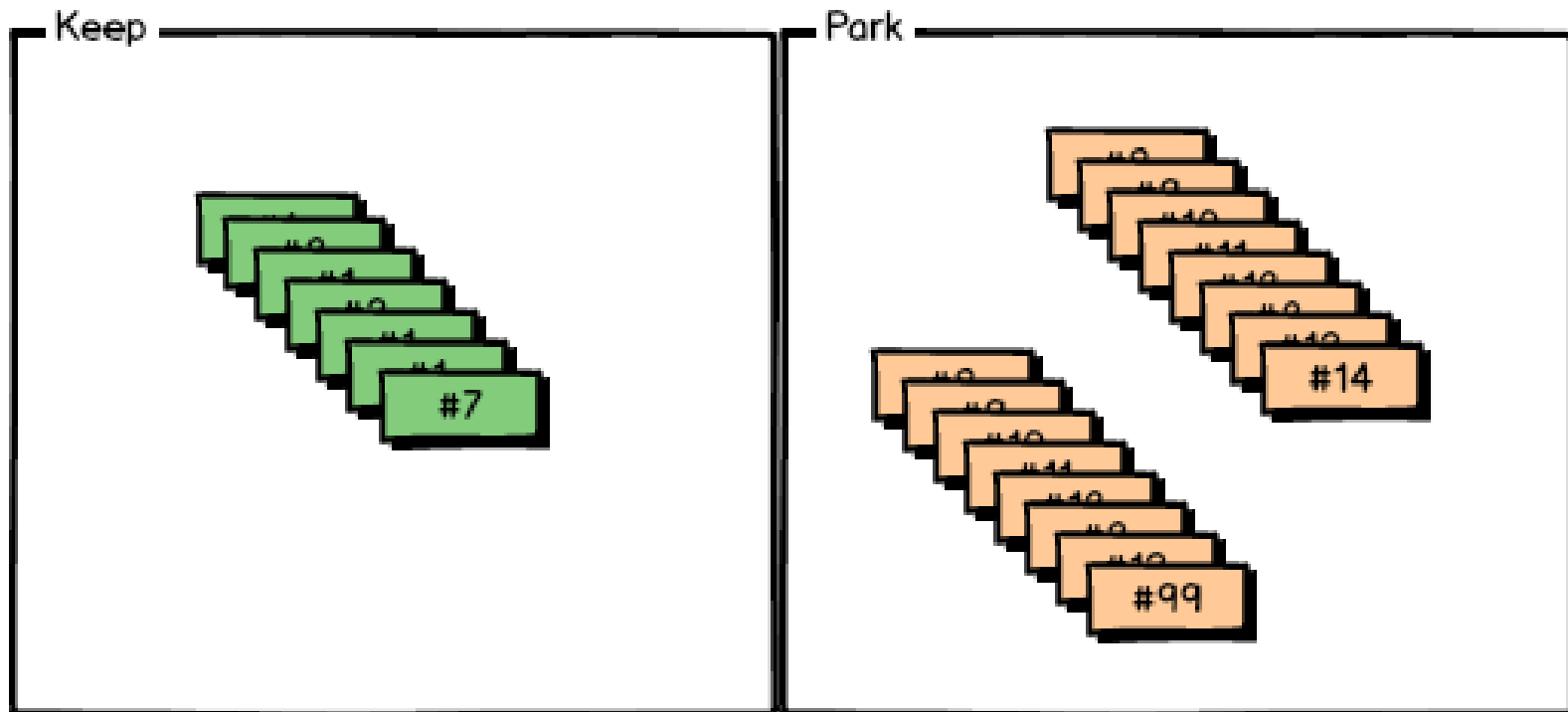
- Raytheon opened a new office in the North
- Everyone joined on the same day
- We needed to understand the skills we had in the team



Intro: The Book



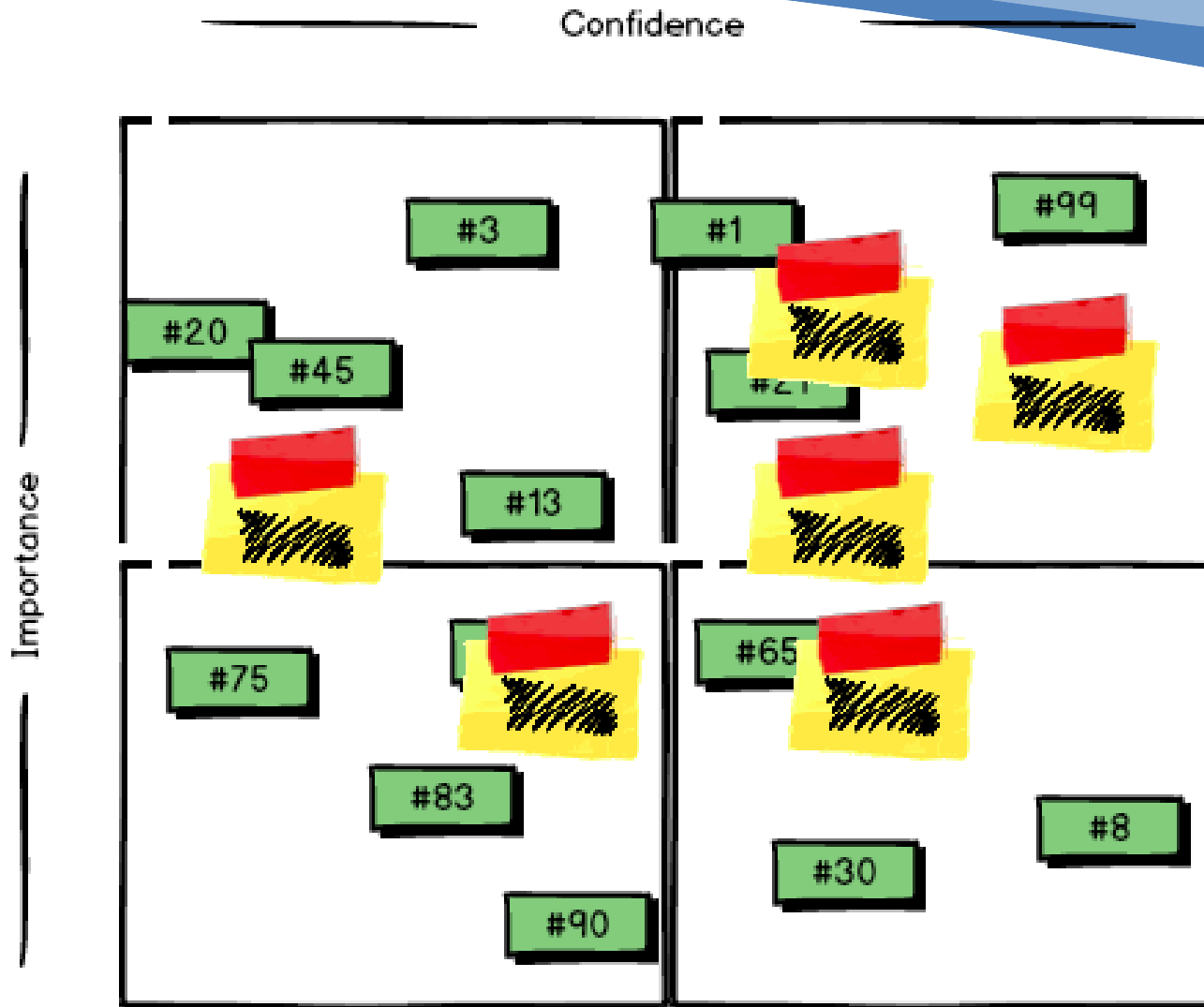
Exercise 1: The Sort



Exercise 2: Visualising Your Toolkit



Exercise 3: Next Steps



Exercise 3: Next Steps

Technique	Confidence	Importance	Next Steps
Item One	Low	High	Organise Training Arrange lunch and learn
Item Two	High	Low	
Item Three	Med	Med	

- Track the outcomes in the supplied spreadsheet
- Use it to keep track of actions taken to follow-up
- Compare progress and change since you last ran the exercise

Take aways...

We've made all the material in the session available for you to run it again in your own organisations.

Lawrence will be sending out emails with links to:

1. The mail merge for the card printing
2. The print-outs for the Importance Matrix
3. The spreadsheet for tracking the outcomes

