NATIONAL CERTIFICATE:
BUSINESS ANALYSIS SUPPORT PRACTICE

NQF

5

SAQA

63769

INSTRUCTOR LED TRAINING DAYS

25

DURATION

12 months

CREDITS

138

SETA

MICTSETA

AVAILABLE DELIVERY METHODOLOGY

Online
Online interface training with occasional support

Instructor Led
100% Trainer led methodology in order for learners to achieve applied competence

Blended
Variety of learning methodologies used for learners to achieve applied competence

PURPOSE

Business analysis is a vital instrument within the business environment to ensure that information technology is able to provide effective solutions for business enterprises. The development of business analysts through a suite of qualifications will have a positive impact on the broader economy of South Africa. It will also assist with bringing South Africa inline with international trends and satisfy industry requirements, at the same time bridging the skills gap in the ICT sector.

The qualification consists of a minimum of 138 credits and has been designed in accordance with the SAQA rules of combination.

Rules regarding Fundamental, Core and Electives:
• All fundamental outcomes are compulsory for this qualification 33 credits.
• All core outcomes are compulsory 81 credits.
• A minimum of 24 elective credits should be completed.

ENTRY CRITERIA

• Communication at NQF Level 4.
• Computer Literacy at NQF Level 4.

SKILLS OUTCOMES

• Interact in a business environment.
• Perform activities to assist with requirement specification.
• Provide support on the analysis of the requirements.
• Perform activities to assess that the requirement specifi cations have been met.

MARKET INFORMATION

Target Market: This qualification is designed to provide qualified learners with basic business analysis competencies required by junior business analysts in any Information and Communication Technology (ICT) related occupations, particularly those who are currently working in a business systems environment.
Target Industries: All industries.
Required: Access to a computer.

GENERAL INFORMATION

Credit Accumulation Transfer (CAT): CAT exemption is not applicable to this qualification.

Recognition of Prior Learning (RPL): RPL is available for this qualification.

INFORMATION TECHNOLOGY

Cluster 1 – Business Principles, Ethics and Business Systems

Outcome	SAQA ID	Name of Unit Standard	Credits
Fundamental	114055	Demonstrate an awareness of ethics and professionalism for the computer industry in South Africa.	3
Fundamental	114050	Explain the principles of business and the role of information technology.	4
Fundamental	258840	Demonstrate an understanding of the external environment of business.	5
Core	258837	Demonstrate an understanding of business applications and systems.	10

Recommended training days for Cluster 1 is 4 days.

Cluster 2 – Personal Conduct and Relationship Management

Outcome	SAQA ID	Name of Unit Standard	Credits
Fundamental	119173	Develop and maintain effective working relationship with clients.	8
Fundamental	115835	Operate in a professional manner utilising trouble shooting techniques while applying creative thinking processes.	5
Elective	15234	Apply efficient time management to the work of a department/division/section.	4

Recommended training days for Cluster 2 is 3 days.

Cluster 3 – Communication and Innovation

Outcome	SAQA ID	Name of Unit Standard	Credits
Elective	252020	Create and manage an environment that promotes innovation.	6
Fundamental	12433	Use communication techniques effectively.	8

Recommended training days for Cluster 3 is 3 days.

Cluster 4 – Research and Analysis Business Support Practices

Outcome	SAQA ID	Name of Unit Standard	Credits
Core	115395	Apply and explain the generic business process and value chain model.	12
Core	252026	Apply a systems approach to decision making.	6
Core	258835	Model and design business processes and workflow.	10
Core	115402	Assist in researching the problem and the solution within a consulting context.	6

Recommended training days for Cluster 4 is 6 days.

We Train with Heart. **We Train with Purpose.**

INFORMATION TECHNOLOGY

Cluster 5 – System and Process Development

Outcome	SAQA ID	Name of Unit Standard	Credits
Core	258836	Analyse and apply different Information and Communication Technology (ICT) Systems-Development Lifecycle (SDLC) models for a given scenario.	8
Core	115358	Apply information gathering techniques for computer system development.	7
Elective	120378	Support the project environment and activities to deliver project objectives.	14

Recommended training days for Cluster 5 is 5 days.

Cluster 6 – Develop and Implement Business Support Practice Solutions

Outcome	SAQA ID	Name of Unit Standard	Credits
Core	258839	Apply basic principles of requirements-related modelling.	4
Core	116779	Develop and implement specifi cations to achieve the desired product or service.	10
Core	115398	Observe and record the fi ndings of a business requirements gathering session.	8

Recommended training days for Cluster 6 is 4 days.