

Business Analysis Glossary

Activity	<ul style="list-style-type: none">▪ A process that takes place over time▪ Also known as a Use Case▪ A group of functions that must be performed in order for the business to operate successfully
Assumption	<ul style="list-style-type: none">▪ A decision or stand that has been taken in order to proceed
Business Condition	<ul style="list-style-type: none">▪ A Business Condition is a situation or state of the business environment which has either caused the problem or made the opportunity possible
Business Requirement	<ul style="list-style-type: none">▪ A statement of business need that forms the basis of an agreement between the business client and the solution provider▪ A condition or capability needed to solve a problem or achieve an objective
Constraint	<ul style="list-style-type: none">▪ Something that may inhibit the team's ability to deliver on the project's objectives
Context Diagram	<ul style="list-style-type: none">▪ A diagram that shows how the system interacts with the world beyond its borders▪ Graphically depicts the entities external to the system that communicate with the system for some purpose and shows what information flows between the system and these external entities
Data Element	<ul style="list-style-type: none">▪ Something we need to know about an Entity
Data Flow Diagram	<ul style="list-style-type: none">▪ Models the flow of information for a particular process or activity
Data Item	<ul style="list-style-type: none">▪ A type of data element representing specific information about an object▪ Often referred to as an <i>attribute</i>
Dependency	<ul style="list-style-type: none">▪ A critical business need that the project completion is contingent upon.
Entity	<ul style="list-style-type: none">▪ Information the business needs access to▪ A person, place or thing – a noun▪ Often referred to as an <i>object</i>
Entity Relationship Diagram	<ul style="list-style-type: none">▪ Illustrates the relationship between any two entities (or objects) that are used in the system
External Entity	<ul style="list-style-type: none">▪ A person, group, department or system outside the business or target system that has direct interaction with the business and that we cannot control

Normalization	<ul style="list-style-type: none"> ▪ The process of organizing information in order to allow the most effective use of the information, minimize redundancy and minimize the potential for data inconsistencies and errors
Objective	<ul style="list-style-type: none"> ▪ Defines what is expected to be achieved ▪ A statement that reflects goals or purpose
Opportunity	<ul style="list-style-type: none"> ▪ A favorable combination of business circumstances ... a situation that the business may want to use to grow
Outcome	<ul style="list-style-type: none"> ▪ The result or output of an activity
Problem	<ul style="list-style-type: none"> ▪ An adverse business situation or result ... something that may be causing the business to not realize possible gains
Relationship	<ul style="list-style-type: none"> ▪ A type of data element representing relationships with other entities ▪ Often referred to as a <i>foreign key</i>
Requirements Discovery Process	<ul style="list-style-type: none"> ▪ A process that involves using Best Business Requirements Practices™ (BBRP) in a Requirements Discovery Session™ (RDS) with the goal of discovering and describing the Business Requirements and documenting them in the form of a Business Requirement Specification (BRS)
Requirements Discovery Session	<ul style="list-style-type: none"> ▪ An interactive session with key business representatives (also known as Subject Matter Experts) to elicit and gain consensus and agreement to business requirements
Requirements Maturity	<ul style="list-style-type: none"> ▪ The relative level of business analysis discipline in an organization
Scenario	<ul style="list-style-type: none"> ▪ A scenario represents a logically ordered sequence of events (see Use Case Scenario) ▪ A scenario describes a process in familiar business terms
Scope	<ul style="list-style-type: none"> ▪ Defines what is and what is not part of a system
Trigger	<ul style="list-style-type: none"> ▪ A business event that causes an activity to begin
Use Case	<ul style="list-style-type: none"> ▪ A collection of possible sequences of interactions between the system and its actors, related to a particular goal
Use Case Scenario	<ul style="list-style-type: none"> ▪ A specific sequence of events that take place in the Use Case ▪ A single path through a Use Case (see Scenario)
Variation	<ul style="list-style-type: none"> ▪ Something that deviates from the normal process