



The Agile Business Analyst

Don't fall into the mindset that there isn't a role for business analysis in agile. Someone with strong analytical skills should be doing these critical activities throughout the agile project life cycle. Check to be sure that at least one person on your team has the skills necessary to perform these activities.

Life Cycle State	Business Analysis Activities
Project Visioning – Portfolio Level	Scope the Project <ul style="list-style-type: none"> <input type="checkbox"/> Create a lightweight business case <input type="checkbox"/> Establish consensus around the problem statement <input type="checkbox"/> Establish SMART objectives and decision filters <input type="checkbox"/> Create initial context data flow diagram <input type="checkbox"/> Identify high-level processes <input type="checkbox"/> Create a collaborative framework using information radiators & Kanban boards
Roadmap Planning – Program Level	<ul style="list-style-type: none"> <input type="checkbox"/> Elicit and analyze business requirements in the form of epics and features <input type="checkbox"/> Create informal, flexible, and lightweight requirements models as needed <input type="checkbox"/> Facilitate the determination of MVP
Release Planning – Program Level	<ul style="list-style-type: none"> <input type="checkbox"/> Break or slice epics scheduled for delivery in the current release into user stories (analyze solution requirements) <input type="checkbox"/> Add new placeholder epics or user stories to the discovery & product backlog <input type="checkbox"/> Revise requirements models as needed <input type="checkbox"/> Consider transition requirements
Iteration Planning – Team Level	<ul style="list-style-type: none"> <input type="checkbox"/> Identify acceptance criteria and tasks needed to deliver prioritized user stories committed for delivery during current iteration <input type="checkbox"/> Add and slice user stories in the product backlog <input type="checkbox"/> Create or insert parts of the requirement models as needed to the acceptance criteria as a reference <input type="checkbox"/> Ensure stories are “ready” before assigning to the current sprint
During the Iteration – Team Level	<ul style="list-style-type: none"> <input type="checkbox"/> Refine acceptance criteria for user stories based on design decisions during the sprint <input type="checkbox"/> Add new epics or user stories to the product backlog discovered during the iteration <input type="checkbox"/> Revise requirements models as needed <input type="checkbox"/> Facilitate collaboration between members of the team, shared services, and other stakeholders <input type="checkbox"/> Generate examples to describe the specifics of user stories <input type="checkbox"/> Transfer knowledge about the problem and solution to the rest of the team (i.e., offshore) <input type="checkbox"/> Help ensure the right level of visibility to all stakeholders, both upstream and downstream <input type="checkbox"/> Ongoing backlog grooming and refining for prioritized stories considered for the next 2-3 sprints