BA09 - Managing Requirements for SharePoint Projects

Category: Modern Workplace & M365 | **Vendor:** Microsoft

Duration: 16.00 hours (2 days) **13.0 CPD Hours** **Rating:** ⭐ 4.6 (5,878 reviews)

Course Information

Delivery Format: Instructor Led - Classroom

Course Overview

Requirements can change frequently during a SharePoint project, and therefore projects need a streamlined, flexible approach to requirements change management. SharePoint professionals want to develop systems and services which are both high-quality and high-value, and the easiest way to achieve this is to implement the highest priority requirements first. This enables the projects to maximize value for their stakeholders.

About This Course

Requirements can change frequently during a SharePoint project, and therefore projects need a streamlined, flexible approach to requirements change management. SharePoint professionals want to develop systems and services which are both high-quality and high-value, and the easiest way to achieve this is to implement the highest priority requirements first. This enables the projects to maximize value for their stakeholders.

Who Should Attend

Executives, Project Managers, Business Analysts, Business and IT stakeholders engaged in improving the delivery of products and services that meet user needs through the use of Microsoft SharePoint; Anyone who wants to improve their Business Analysis skills; Project stakeholders concerned with SharePoint requirements.

Learning Outcomes

Upon successful completion of this course, participants will be able to:

Plan, manage and close requirements for a project in reduced time using good business analysis practices

Minimize project uncertainty and risk by applying good techniques

Ensure your project delivers required functionality and adds value to the business

Create an environment of self-management for your team that will be able to continuously align the delivered product or services with desired business needs, easily adapting to changing requirements throughout the process.

Detailed Course Outline

Introduction Roles involved in a SharePoint project

- The opportunities and challenges of a SharePoint project
- The business analysis process
- BA role vs. project manager role
- BA / PM competencies
- Case Study Exercise

Understanding SharePoint Requirements

- Business, User, Functional, Quality-of-service and implementation requirements
- Requirements vs. specifications
- Requirements vs. business rules
- Risk management and risk response strategies
- Analyzing requirements
- Characteristics of effective requirements
- Case Study Exercise

SharePoint Requirements Modeling

- Identify high level scope
- Identify initial requirements stack
- Identify an architectural vision
- Plan your iteration
- Iteration modeling
- Model storming
- Test driven development
- Case Study Exercise
-

The Change Management Process

- Managing the Solution Scope and Requirements
- Capturing the Requirements Traceability
- Maintaining the Requirements for re-use
- Managing Requirements Conflicts
- Preparing the Requirements Package
- Building the Requirements communications plan
- Case Study Exercise

Assessing & Validating Requirements

- Validating and verifying SharePoint Requirements
- Creating a master test plan
- Create test scenarios and test cases
- Case Study Exercise

Additional Information

- Useful books and links on managing requirements and projects for SharePoint initiatives

Additional Course Details

Nexus Humans BA09 - Managing Requirements for SharePoint Projects training program is a workshop that presents an invigorating mix of sessions, lessons, and masterclasses meticulously crafted to propel your learning expedition forward.

This immersive bootcamp-style experience boasts interactive lectures, hands-on labs, and collaborative hackathons, all strategically designed to fortify fundamental concepts.

Guided by seasoned coaches, each session offers priceless insights and practical skills crucial for honing your expertise. Whether you're stepping into the realm of professional skills or a seasoned professional, this comprehensive course ensures you're equipped with the knowledge and prowess necessary for success.

While we feel this is the best course for the BA09 - Managing Requirements for SharePoint Projects course and one of our Top 10 we encourage you to read the course outline to make sure it is the right content for you.

Additionally, private sessions, closed classes or dedicated events are available both live online and at our training centres in Dublin and London, as well as at your offices anywhere in the UK, Ireland or across EMEA.

Frequently Asked Questions

Q: What delivery options are available for BA09 - Managing Requirements for SharePoint Projects?

We offer multiple delivery formats:

- Live Instructor-Led Classroom Online (Virtual/Live Online)
- Traditional Instructor-Led Classroom Training (ILT)
- On-site delivery at your offices anywhere in United Kingdom
- Private dedicated courses customized for your team

Q: How many CPD hours does this course provide?

The 2-day BA09 - Managing Requirements for SharePoint Projects course provides up to 13.0 CPD hours of structured learning. CPD certificates can be provided upon request.

Q: What is the duration of the BA09 - Managing Requirements for SharePoint Projects training?

The training takes place over 2 day(s), with each day lasting approximately 16.00 hours including breaks for lunch and refreshments.

Q: Do you provide corporate training for BA09 - Managing Requirements for SharePoint Projects?

Yes, we provide corporate training, dedicated training, and closed classes for BA09 - Managing Requirements for SharePoint Projects. Training can take place anywhere in United Kingdom including London, Manchester, Birmingham, Edinburgh, or live online allowing teams from across United Kingdom or internationally to attend.

Q: Why choose Nexus Human for BA09 - Managing Requirements for SharePoint Projects?

Nexus Human is recognized as one of the leading training providers. Our trainers have won multiple awards including:

- Small Firms Best Trainer Award
- National Training Partner of the Year (Ireland) - Multiple Years
- Global Top 30 Instructor Awards (2012, 2019, 2021)
- Tech Excellence Award Nominations
- Learning Performance Institute (LPI) External Training Provider Sponsor 2024

Q: Are there any discount codes available?

Yes! Use discount code **PENPAL5** when booking your BA09 - Managing Requirements for SharePoint Projects training. Please note that only one discount code can be used per booking and cannot be combined with other special offers.

Nexus Human

Professional Training & Development

Email: info@nexushuman.com

Website: www.nexushuman.com

Phone: +353 1 889 8700 (Ireland) | +44 20 8142 8961 (UK)

© 2026 Nexus Human. All rights reserved. This brochure was generated on 13/11/2026.