Process Group	Knowledge Area	Process	PMI BA Define
Defining and Aligning Process Group	Needs Assessment	Identify Problem or Opportunity	Identify Problem or Opportunity is the process of identifying the problem to be solved or the opportunity to be pursued.
Defining and Aligning Process Group	Needs Assessment	Assess Current State	Assess Current State is the process of examining the current environment under analysis to understand important factors that are internal or external to the organization, which may be the cause or reason for a problem or opportunity.
Defining and Aligning Process Group	Needs Assessment	Determine Future State	Determine Future State is the process of determining gaps in existing capabilities and a set of proposed changes necessary to attain a desired future state that addresses the problem or opportunity under analysis.
Defining and Aligning Process Group	Needs Assessment	Determine Viable Options and Provide Op	Determine Viable Options and Provide Options and Provide Recommendation is the process of applying various analysis techniques to examine possible solutions for meeting the business goals and objectives and to determine which of the options is considered the best possible one for the organization to pursue.
Defining and Aligning Process Group	Needs Assessment	Facilitate Product Roadmap Development	Facilitate Product Roadmap Development is the process of supporting the development of a product roadmap that outlines, at a high level, which aspects of a product are planned for delivery over the course of a portfolio, program, or one or more project interactions or releases, and the potential sequence for the delivery of these aspects.
Defining and Aligning Process Group	Needs Assessment	Assemble Business Case	Assemble Business Case is the process of synthesizing well-researched and analyzed information to support the selection of the best portfolio components, programs, or projects to address the business goals and objectives.
Defining and Aligning Process Group	Stakeholder Engagement	Indentify Stakeholders	Indentify Stakeholders is the process of identifying the individuals, groups, or organiza
Defining and Aligning Process Group	Needs Assessment	Evaluate Solution Performance	Evaluate Solution Performance is the process of evaluating a solution to determine whether the implemented solution or component is delivering the business value as intended.
Initiating Process Group	Needs Assessment	Support Charter Development	Support Charter Development is the process of collaborating on charter development with the sponsoring entity and stakeholder resources using the business analysis knowledge, experience, and product information acquired during needs assessment and business case development efforts.
Planning Process Group	Stakeholder Engagement	Conduct Stakeholder Analysis	Conduct Stakeholder Analysis is the process of researching and analyzing quantitative and qualitative information about the individuals, groups, or organizations that may impact, are impacted, or perceived to be impacted by the area under assessment.
Planning Process Group	Stakeholder Engagement	Determine Stakeholder Engagement and	Determine Stakeholder Engagement and Communication Approach is the process of developing appropriate methods to effectively engage and communicate with stakeholders throughout the product life cycle, based on an analysis of their needs.
Planning Process Group	Stakeholder Engagement	Conduct Business Analysis Planning	Conduct Business Analysis Planning is the process performed to obtain shared agreement regarding the business analysis activities the team will be performing and assignment of roles, responsibilities, and skill sets for the tasks required to successfully complete the business analysis work.
Planning Process Group	Elicitation	Determine Elicitation Approach	Determine Elicitation Approach is the process of thinking through how elicitation activities will be conducted, which stakeholders will be involved, which techniques may be used, and the order in which the elicitation activities are best performed.
Planning Process Group	Analysis	Determine Analysis Approach	Determine Analysis Approach is the process of thinking ahead about how analysis will be performed, including what will be analyzed; which models will be most beneficial to produce; and how requirements and other product information will be verified, validated, and prioritized.
Planning Process Group	Traceability and Monitoring	Determine Traceability and Monitoring Ap	Determine Traceability and Monitoring Approach is the process of considering how traceability will be performed on the portfolio, program, project, or product, and defining how requirement changes will be managed.

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17	Planning Process Group	Solution Evaluation	Determine Solution Evaluation Approach	Determine Solution Evaluation Approach is the process of determining which aspects of the organization and/or solution will be evaluated, how performance will be measured, when performance will be measured, and by whom.
18	Executing Process Group	Stakeholder Engagement	Prepare for Transition to Future State	Prepare for Transition to Future State is the process of determining whether the organization is ready for a transition and how the organization will move from the current to the future state to integrate the solution or partial solution into the organization operations.
19	Executing Process Group	Analysis	Prepare for Elicitation	Prepare for Elicitation in the process of organizing and scheduling resources and preparing necessary materials for an individual elicitation activity.
20	Executing Process Group	Analysis	Conduct Elicitation	Conduct Elicitation is the process of applying various elicitation techniques to draw out information from stakeholders and other sources.
21	Executing Process Group	Analysis	Confirm Elicitation Results	Confirm Elicitation Results is the process of performing follow-up activities on the elicitation results, determining an appropriate level of formality to use, reviewing with stakeholders for accuracy and completeness, and comparing to historical information.
22	Executing Process Group	Analysis	Create and Analyze Models	Create and Analyze Models is the process of creating structured representations, such as diagrams, tables, or structured text, of any product information to facilitate further analysis by identifying gaps in information or uncovering extraneous information.
23	Executing Process Group	Analysis	Define and Elaborate Requirements	Define and Elaborate Requirements is the process of refining and documenting requirements and other types of product information at the appropriate level of detail, format, and level of formality required for various audiences.
24	Executing Process Group	Analysis	Define Acceptance Criteria	Define Acceptance Criteria is the process of obtaining agreement as to what would constitute proof that one or more aspects of a solution have been developed successfully.
25	Executing Process Group	Analysis	Verify Requirements	Verify Requirements is the process of checking that requirements are of sufficient quality.
26	Executing Process Group	Analysis	Validate Requirements	Validate Requirements is the process of checking that the requirements meet business goals and objectives.
27	Executing Process Group	Analysis	Prioritize Requirements and Other Produc	Prioritize Requirements and Other Product Information is the process of understanding how individual pieces of product information achieve stakeholder objectives, and using that information, along with other agree-upon prioritization factors, to facilitate ranking of the work.
28	Executing Process Group	Analysis	Identify and Analyze Product Risks	Identify and Analyze Product Risks is the process of uncovering and examining assumptions and uncertainties that could positively or negatively affect success in the definition, development, and the expected results of the solution.
29	Executing Process Group	Analysis	Assess Product Design Options	Assess Product Design Options is the process of identifying, analyzing, and comparing solution design options based on the business goals and objectives, expected costs of implementation, feasibility, and associated risks, and using the results of this assessment to provide recommendations regarding the design options presented.
30	Executing Process Group	Traceability and Monitoring	Establish Relationships and Dependencie	Establish Relationships and Dependencies is the process of tracking or setting linkages between and among requirements and other product information.
31	Executing Process Group	Traceability and Monitoring	Select and Approve Requirements	Select and Approve Requirements is the process of facilitating discussions with stakeholders to negotiate and confirm which requirements should be incorporated with an iteration, release, or project.
32	Executing Process Group	Solution Evaluation	Evaluate Acceptance Results and Addres	Evaluate Acceptance Results and Address Defects is the process of deciding what to do with the results from a comparison of the defined acceptance criteria against the solution.
33	Monitoring and Controlling Process Group	Stakeholder Engagement	Manage Stakeholder Engagement and Cc	Manage Stakeholder Engagement and Communication is the process of fostering appropriate involvement in business analysis processes, keeping stakeholders appropriately informed about ongoing business analysis efforts, and sharing product information with stakeholders as it evolves.

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34	Monitoring and Controlling Process Group	Stakeholder Engagement	Assess Business Analysis Performance	Assess Business Analysis Performance is the process of considering the effectiveness of the business analysis practices in use across the organization, typically in the context of considering the ongoing deliverables and results of a portfolio component, program, or project.
35	Monitoring and Controlling Process Group	Traceability and Monitoring	Manage Changes to Requirements and O	Manage Changes to Requirements and Other Product Information is the process of examining changes or defects that arise during a project by understanding the value and impact of the changes.
36	Releasing Process Group	Solution Evaluation	Obtain Solution Acceptance for Release	Obtain Solution Acceptance for Release is the process of facilitating a decision on whether to release a partial or full solution into production and eventually to an operational team, as well as transitioning knowledge and existing information about the product, its risks, known issues, and any workarounds that may have arisen in response to those issues.