ECBA EXAM BLUEPRINT

Introduction

The ECBA exam is focused on the practical application and understanding of job-ready competencies at the foundational level in business analysis. This document outlines the structure and scope of the exam, the breakdown of the content domains, the weighting on the exam, and reference material.

The purpose is to help candidates focus their studies as they prepare for the exam.

This is what you need to know about the format and structure of the exam:

Duration: 75 minutes

Questions: 50 situation-based and standard multiple-choice questions

Format: Online remote proctored

Exam Format and Navigation

Exam Blueprint

The exam blueprint defines the nine domains that are covered on the exam and the percentage of questions within each domain. The content for the domains comes from *The Business Analysis Standard* and the *BABOK Guide.*

The first three domains are foundational and are covered in *The Business Analysis Standard.*

The next six domains are based on the *BABOK Guide* and address practical application of the Business Analysis Core Concept Model (BACCM).

Domains		Percentage of Questions on the Exam
1	Understanding Business Analysis	20%
2	Mindset for Effective Business Analysis	14%
3	Implementing Business Analysis	6%
4	Change	10%
5	Need	10%
6	Solution	10%
7	Stakeholder	10%
8	Value	10%
9	Context	10%

The following defines the domains and activity statements covered on the ECBA.

It also outlines the relevant techniques and underlying competencies. Foundational level competency means being able to understand and apply knowledge and fundamental skills at this level of assessment.

The information is broken down as follows:

Domain: Broad categories that are foundational to business analysis.
E.g., Domain 1: Understanding Business Analysis

Activity Statement: Key responsibilities of business analysis professionals at the foundational level.
E.g., 1.1 Define business analysis, describe its role in enabling change, and outline key activities across contexts.

Understanding Business Analysis (20%)

1.1 Define business analysis, describe its role in enabling change, and outline key activities across contexts.

1.2 Describe the six BACCM concepts, explain how they relate, and use them to support structured thinking.

1.3 Explain how business analysis supports value creation and benefits organizations in various industries.

1.4 Define value in business analysis and explain how outcomes are assessed to support value realization.

Mindset for Effective Business Analysis (14%)

2.1 Explain how mindset influences your effectiveness and identify ways to adopt an empowering mindset.

2.2 Recognize the shared values that drive work and explain how those values support the work to be done.

2.3 Identify core business analysis principles and apply them to guide your work and improve outcomes.

2.4 Recognize foundational competencies and assess when to apply them in your work.

Implementing Business Analysis (6%)

3.1 Identify roles that perform business analysis and describe how responsibilities vary across contexts.

3.2 Compare business analysis approaches and explain how to choose an approach based on the situation.

3.3 Identify organizational considerations that influence your work and explain their potential impact.

3.4 Describe the difference between requirements and designs and explain how they evolve throughout the initiative.

Change (10%)

4.1 Recognize how key organizational, environmental, and stakeholder factors can influence your work.

4.2 Describe processes and systems to identify areas impacted by changes, and evaluate the impacts.

4.3 Track progress toward goals and support teams in adapting to changes, under direction.

4.4 Suggest and help implement simple improvements, working within clear guidelines.

Need (10%)

5.1 Use basic elicitation methods and build positive rapport with stakeholders to elicit information.

5.2 Document requirements clearly and collaborate with stakeholders to validate needs, under guidance.

5.3 Compare stakeholder needs with outcomes to check alignment and flag conflicts for review.

5.4 Support stakeholders in prioritizing needs, considering business value and urgency.

Solution (10%)

6.1 Explain basic solution validation concepts and record findings.

6.2 Assist in evaluating solution options, considering feasibility and risks, and contribute to preparing recommendations.

6.3 Support defining scope and collaborate on planning and monitoring implementation activities.

6.4 Support preparation and updating of design artifacts to maintain clarity.

Stakeholder (10%)

7.1 Communicate with stakeholders using tailored messages to maintain engagement.

7.2 Identify stakeholder roles and interests, and support analysis of their impact.

7.3 Facilitate stakeholder collaboration and feedback throughout the initiative.

7.4 Identify key stakeholder motivations, drivers, and concerns to understand their decisions.

Value (10%)

8.1 Confirm understanding of desired outcomes aligned with business objectives.

8.2 Support identification of value opportunities and help address barriers to delivery.

8.3 Describe how solutions meet business goals and relay information effectively for stakeholders.

8.4 Support defining key performance indicators (KPIs) aligned with value to measure success.

Context (10%)

9.1 Assist in validating information quality and alignment to your situation, and document those validation outcomes.

9.2 Support recognizing constraints and adapt plans to maintain alignment.

9.3 Assist in analyzing technology trends and support technology integration.

9.4 Apply relevant industry standards and frameworks to guide the work to be done.

Techniques

The ECBA exam assesses understanding the following 20 techniques from Chapter 10 of the *BABOK Guide.*

Study each technique's purpose, description, and usage considerations.

10.2	Backlog Management
10.5	Brainstorming
10.6	Business Capability Analysis
10.9	Business Rules Analysis
10.10	Collaborative Games
10.15	Data Modelling
10.18	Document Analysis
10.25	Interviews
10.27	Lessons Learned
10.28	Metrics and Key Performance Indicators (KPIs)
10.32	Organizational Modelling
10.34	Process Analysis
10.35	Process Modelling
10.38	Risk Analysis and Management
10.40	Root Cause Analysis
10.41	Scope Modelling
10.43	Stakeholder List, Map, or Personas
10.46	SWOT Analysis
10.48	User Stories
10.50	Workshops

Underlying Competencies

All 29 Underlying Competencies in Chapter 9 of the *BABOK Guide* are important.

Study each competency's purpose, definition, and effectiveness measures.

Analytical Thinking and Problem Solving

Analytical thinking and problem solving skills are required for business analysis professionals to analyze problems and opportunities effectively, identify which changes may deliver the most value, and work with stakeholders to understand the impact of those changes.

1. Creative Thinking
2. Decision Making
3. Learning
4. Problem Solving
5. Systems Thinking
6. Conceptual Thinking
7. Visual Thinking

Behavioural Characteristics

Behavioural characteristics exist at the core of every business analysis professional's skill set. Each of the behavioural characteristics described here can impact the outcome of the practitioner's efforts.

8. Ethics
9. Personal Accountability
10. Trustworthiness
11. Organization and Time Management
12. Adaptability

Business Knowledge

Business knowledge is required for the business analysis professional to perform effectively within their business, industry, organization, solution, and methodology. Business knowledge enables the business analysis professional to better understand the overarching concepts that govern the structure, benefits, and value of the situation as it relates to a change or a need.

13. Business Acumen
14. Industry Knowledge
15. Organization Knowledge
16. Solution Knowledge
17. Methodology Knowledge

Communication Skills

Communication is the act of a sender conveying information to a receiver in a method which delivers the meaning the sender intended. Active listening skills help to deepen understanding and trust between the sender and the receiver. Effective communication benefits all stakeholders.

18. Verbal Communication
19. Non-Verbal Communication
20. Written Communication
21. Listening

Interaction Skills

Interaction skills are represented by the business analysis professional's ability to relate, cooperate, and communicate with different kinds of people including senior leadership, sponsors, colleagues, team members, developers, vendors, learning and development professionals, end users, customers, and subject matter experts (SMEs).

22. Facilitation
23. Leadership and Influencing
24. Teamwork
25. Negotiation and Conflict Resolution
26. Teaching

Tools and Technology

Business analysis professionals use a variety of technology to support communication and collaboration, create and maintain requirements artifacts, model concepts, track issues, and increase overall productivity. Core competencies include:

27. Office Productivity Tools and Technology
28. Business Analysis Tools and Technology
29. Communication Tools and Technology