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FUNCTIONS AND TASKS OF A BUSINESS ANALYST IN THE PROCESS OF PROJECT IMPLEMENTATION IN IT FIELD

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Abstract. *This article is devoted to the analysis of the role, functions and tasks of a business analyst in the process of developing IT projects. The work describes the main stages of project development in the field of information technologies, defines and characterizes the tasks and responsibilities of a business analyst at each of these phases and his contribution to the organization of the development process.*

Keywords: *IT project, business analysis, RACI matrix, competitor analysis, Use Cases, Use Case Diagram.*

In today's world, business analysis plays a key role in ensuring the sustainability and competitiveness of companies, helping them understand and solve complex market challenges. It provides an opportunity to effectively interact with customers, determine development strategies and adapt to changes in the business environment.

Since business analysis has acquired an important role in modern economic processes, the interest in researching its aspects and methods has increased among foreign and Ukrainian scientists. Scientists define business analysis as a process of collecting, analyzing, interpreting and using data for the purpose of effective management of business processes in an organization. If we talk about business analysis in the IT industry, it is directly related to the phases of the Software Development Life Cycle (SDLC), a standard process used to

develop, improve and maintain software.

In the Client Engagement phase, the business analyst is directly involved in working with the client. His main task is to estimate and understand the scope of the project, its complexity and duration, prepare the necessary documents and information for the evaluation team and find out as many details about the project as possible in order to achieve the maximum accuracy of the estimation.

The Discovery phase is the main field of work for business analyst. During this phase, the business analyst should define business requirements, business needs, and business goals as broadly as possible. The business analyst prepares the basic documentation of the project (so-called functional specification), explains the main functionality of the software and the peculiarities of its operation, creates the corresponding artifacts (models and diagrams) that are noted in the specification and used in the development

process.

The Development and Support phases are characterized by lower activity of the business analyst, compared to the previous two. During this phase, the business analyst is responsible for supporting the team, closing gaps in requirements, and managing changes in the project.

The work of a business analyst is necessary at every phase of software development. The main activities of a business analyst and the distribution of time between them may differ from company to company, but the general duties and tasks are in most cases the same, and they are the significant part of the successful implementation of IT project.

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