COURSE OUTLINE

BUS715 Business Analysis

School: School of Business and Creative Industries

2026 | Session 6

UniSC Sunshine Coast UniSC Adelaide	BLENDED LEARNING	Most of your course is on campus but you may be able to do some components of this course online.
Online	ONLINE	You can do this course without coming onto campus, unless your program has specified a mandatory onsite requirement.

Please go to unisc.edu.au for up to date information on the teaching sessions and campuses where this course is usually offered.

1. What is this course about?

1.1. Description

This course equips students with foundational and advanced skills in business analysis. Students will learn to identify business needs, elicit and document requirements, assess potential solutions, and support successful organisational change and strategic initiatives. Emphasis is placed on critical thinking, stakeholder communication, and analytical techniques to solve complex business problems.

1.2. How will this course be delivered?

ACTIVITY	HOURS	BEGINNING WEEK	FREQUENCY
BLENDED LEARNING			
Learning materials – Interactive online learning activities.	2hrs	Week 1	6 times
Tutorial/Workshop 1 – Scheduled face to face workshops.	3hrs	Week 1	6 times
Information session – Additional Information Sessions	1hr	Week 2	2 times
ONLINE			
Learning materials – Interactive online learning activities	2hrs	Week 1	6 times
Tutorial/Workshop 1 – Scheduled online workshops.	3hrs	Week 1	6 times
Information session – Additional Information Sessions	1hr	Week 2	2 times

1.3. Course Topics

- Introduction to Business Analysis and Professional Standards
- Understanding Business Needs and Problem Definition
- Stakeholder Identification and Engagement
- Elicitation and Modelling of Requirements
- Evaluating Solution Options and Feasibility
- Communicating Business Analysis Findings

2. What level is this course?

700 Level (Specialised)

Demonstrating a specialised body of knowledge and set of skills for professional practice or further learning. Advanced application of knowledge and skills in unfamiliar contexts.

3. What is the unit value of this course?

12 units

4. How does this course contribute to my learning?

COURSE LEARNING OUTCOMES On successful completion of this course, you should be able to...	GRADUATE QUALITIES Completing these tasks successfully will contribute to you becoming...
1 Evaluate organisational needs and define business problems using structured business analysis frameworks.	Knowledgeable Creative and critical thinker
2 Engage and manage stakeholders through analysis, planning, and effective communication.	Knowledgeable Creative and critical thinker Engaged Communication
3 Elicit, model, and validate business and system requirements using appropriate techniques and tools.	Knowledgeable Creative and critical thinker Problem solving Information literacy
4 Evaluate and recommend solutions based on feasibility, value, and strategic alignment.	Communication Problem solving
5 Communicate analysis and findings effectively using visual, oral, and written formats to technical and non-technical audiences.	Communication

5. Am I eligible to enrol in this course?

Refer to the UniSC Glossary of terms for definitions of “pre-requisites, co-requisites and anti-requisites”.

5.1. Pre-requisites

Enrolled in any postgraduate program

5.2. Co-requisites

Not applicable

5.3. Anti-requisites

Not applicable

5.4. Specific assumed prior knowledge and skills (where applicable)

Not applicable

5.5. Microcredential Information

Not applicable

6. How am I going to be assessed?

6.1. Grading Scale

Standard Grading (GRD)

High Distinction (HD), Distinction (DN), Credit (CR), Pass (PS), Fail (FL).

6.2. Details of early feedback on progress

Early feedback is provided through formative assessment tasks

6.3. Assessment tasks

DELIVERY MODE	TASK NO.	ASSESSMENT PRODUCT	INDIVIDUAL OR GROUP	WEIGHTING %	WHAT IS THE DURATION / LENGTH?	WHEN SHOULD I SUBMIT?	WHERE SHOULD I SUBMIT IT?
All	1	Portfolio	Individual	50%	2,000 words equivalent + artefacts	Week 4	Online Assignment Submission with plagiarism check
All	2	Report	Group	50%	In this team-based simulation, you will analyse a complex business problem and prepare a business case evaluating solution options. You will deliver a professional report and pitch a recommended solution to a simulated client audience.	Week 7	Online Assignment Submission with plagiarism check

All - Assessment Task 1: Stakeholder and Requirements Analysis Portfolio

GOAL:	Apply business analysis techniques to define a business problem, identify stakeholders, and elicit/document high-quality requirements.
PRODUCT:	Portfolio
AUTHORSHIP STATEMENT:	
FORMAT:	In this task, you will develop a portfolio demonstrating your ability to conduct early-phase business analysis. This includes stakeholder mapping, an elicitation plan, requirements documentation, and a short reflective commentary on the process and ethical considerations.

CRITERIA:

No.		Learning Outcome assessed
1	Identification and analysis of relevant stakeholders	1 2
2	Appropriateness of elicitation methods and planning	2
3	Clarity, completeness, and structure of requirements artefacts	2 4 5
4	Application of standards/frameworks	1
5	Professionalism and reflection	4

GENERIC SKILLS:	Problem solving, Organisation, Applying technologies, Information literacy

All - Assessment Task 2: Business Solution Evaluation Report (Client-Based Simulation)

GOAL:	Evaluate a real or simulated business problem and develop a business case recommending viable solutions.
PRODUCT:	Report
AUTHORSHIP STATEMENT:	
FORMAT:	Group Report + Client Pitch (2,500 words + 10-min presentation)

CRITERIA:

No.		Learning Outcome assessed
1	Problem framing and context analysis	1
2	Rigor of solution evaluation	3
3	Clarity and persuasiveness of recommendation	3 4 5
4	Professional structure, writing and visuals	4
5	Engagement and clarity in presentation	4

GENERIC SKILLS:	Communication, Collaboration, Problem solving, Information literacy

7. Directed study hours

A 12-unit course will have total of 150 learning hours which will include directed study hours (including online if required), self-directed learning and completion of assessable tasks. Student workload is calculated at 12.5 learning hours per one unit.

8. What resources do I need to undertake this course?

Please note: Course information, including specific information of recommended readings, learning activities, resources, weekly readings, etc. are available on the course Canvas site– Please log in as soon as possible.

8.1. Prescribed text(s) or course reader

There are no required/recommended resources for this course.

8.2. Specific requirements

Not applicable

9. How are risks managed in this course?

Health and safety risks for this course have been assessed as low. It is your responsibility to review course material, search online, discuss with lecturers and peers and understand the health and safety risks associated with your specific course of study and to familiarise yourself with the University's general health and safety principles by reviewing the online induction training for students, and following the instructions of the University staff.

10. What administrative information is relevant to this course?

10.1. Assessment: Academic Integrity

Academic integrity is the ethical standard of university participation. It ensures that students graduate as a result of proving they are competent in their discipline. This is integral in maintaining the value of academic qualifications. Each industry has expectations and standards of the skills and knowledge within that discipline and these are reflected in assessment.

Academic integrity means that you do not engage in any activity that is considered to be academic fraud; including plagiarism, collusion or outsourcing any part of any assessment item to any other person. You are expected to be honest and ethical by completing all work yourself and indicating in your work which ideas and information were developed by you and which were taken from others. You cannot provide your assessment work to others. You are also expected to provide evidence of wide and critical reading, usually by using appropriate academic references.

In order to minimise incidents of academic fraud, this course may require that some of its assessment tasks, when submitted to Canvas, are electronically checked through Turnitin. This software allows for text comparisons to be made between your submitted assessment item and all other work to which Turnitin has access.

10.2. Assessment: Additional Requirements

Eligibility for Supplementary Assessment

Your eligibility for supplementary assessment in a course is dependent of the following conditions applying:
(a) The final mark is in the percentage range 47% to 49.4%; and
(b) The course is graded using the Standard Grading scale

10.3. Assessment: Submission penalties

Late submissions may be penalised up to and including the following maximum percentage of the assessment task's identified value, with weekdays and weekends included in the calculation of days late:
(a) One day: deduct 5%;
(b) Two days: deduct 10%;
(c) Three days: deduct 20%;
(d) Four days: deduct 40%;
(e) Five days: deduct 60%;
(f) Six days: deduct 80%;
(g) Seven days: A result of zero is awarded for the assessment task.

The following penalties will apply for a late submission for an online examination:
Less than 15 minutes: No penalty
From 15 minutes to 30 minutes: 20% penalty
More than 30 minutes: 100% penalty

10.4. Links to relevant University policy and procedures

For more information on Academic Learning & Teaching categories including:

- Assessment: Courses and Coursework Programs
- Review of Assessment and Final Grades
- Supplementary Assessment
- Central Examinations
- Deferred Examinations
- Student Conduct
- Students with a Disability

For more information, visit https://www.usc.edu.au/explore/policies-and-procedures#academic-learning-and-teaching

10.5. Student Charter

UniSC is committed to excellence in teaching, research and engagement in an environment that is inclusive, inspiring, safe and respectful. The Student Charter sets out what students can expect from the University, and what in turn is expected of students, to achieve these outcomes.

10.6. General Enquiries

For course-specific questions, contact your teaching staff or Course Coordinator.

For other enquiries or to access support, please contact Student Central:

- UniSC Student Central
- UniSC Adelaide Student Central