

## **Business Analyst Solutions – ISEB Diploma Reading List**

Delegates are advised to purchase each of the ‘Strongly Recommended’ books listed below. Please note that delegates from the same organisation should not attempt to share books as each exam is ‘open book’ allowing delegates to reference the reading material during the exams. Books cannot be shared during the exams.

### **Business Analysis Essentials**

*Strongly recommended:* Business Analysis – Debra Paul and Donald Yeates  
Published by: The British Computer Society  
ISBN 1-902505-70-0  
Price: £30.95 from BCS (also available from Amazon)

Chapters 1-7, 12, 13.

### **Modelling Business Processes**

*Recommended:* Business Analysis – Debra Paul and Donald Yeates  
Published by: The British Computer Society  
ISBN 1-902505-70-0  
Price: £30.95 from BCS (also available from Amazon)

Chapter 8

## Organisational Context

*Strongly recommended:* **Professional Issues in Information Technology** – Frank Bott

Published by: The British Computer Society

ISBN 1-902505-65-4

Price: £24.95 from BCS (also available on Amazon).

Candidates taking ISEB exams are expected to familiarise with all chapters but especially.

Chapters 11 to 16 as these topics are not specifically covered during the course.

*Strongly Recommended:* **Business Studies** by Dave Hall, Rob Jones, Carlo Raffo

Published by: Causeway Press Ltd

ISBN 1-405892-31-5

Price: £25.00 available from Amazon

Candidates taking ISEB exams should familiarise themselves with the following:

### Relevant Chapters/sections:

Fourth Edition Publication

7 – 10 - Legal Structures

34 – Sources of Finance

35 – Costs, revenue and profit

36 - Contribution

37 – Break-even analysis

39 – Cash flow

41 – Setting budgets

42 – Using budgets

43 – The role and objectives of accounting

44 – Balance sheets

45 – Business assets depreciation

47 – Working capital

48 – Profit and loss accounts and income statements

52 – Costing Methods

53 – Investment appraisal

55 – Interpreting published accounts

59 – Organisational structures

60 – Business organisation

## ISEB Sample Exam Papers

Course attendees should also visit the ISEB section of the BCS website to familiarise with the sample exam papers available. [www.bcs.org](http://www.bcs.org)