**BREAKING INTO TECH AS A BUSINESS ANALYST**

One question I get asked is how I got into business analysis. I have decided to provide a guide on how to transition into business analysis.

1. Be clear on your Motivation- Why do you want to become a business analyst- There are several reasons why people want to make career transitions. Be clear on your motivation, this will keep you going when you encounter challenges and obstacles.
2. Do you research-What is Business Analysis, what are the critical skills required to succeed in this role, and speak with people working as Business Analysts. Ask questions like what do you and don’t you like about the role, and what are the challenges encountered as a business analyst.
3. Conduct a self-assessment. Do a current state assessment of your skills, and identify relevant/transferable skills and other gaps in your skill that will be required for the role.
4. Plan-Have a plan to bridge the gap in your knowledge. This should be specific, measurable, and time-bound.
5. Execute your plan- Invest your time and money and be committed to the process;

* Get a Business Analysis Training and Certification.
* Get a BA coach to help you navigate the journey and keep assessing your growth.
* Join a BA community and volunteer-IIBA, BCS.
* Apply for jobs-Invest in a good CV and LinkedIn profile and leverage your existing experience. One way to switch can be within your current organization.

1. Be patient and Trust the process- keep learning and stay curious.