IBM Business Analyst Project Portfolio Index

HealthFirst Care capstone delivery and verification map

Adwoa Boama Acheampong | IBM Business Analyst learning project

Portfolio status

The nine labs are separately identifiable artifacts built around one simulated HealthFirst Care case. Local report, workbook and diagram requirements were checked against their source instructions; three platform/notation requirements remain partial. No hospital approval, pilot execution or measured benefit is claimed.

Lab	Final artifacts	Status	Verification evidence
1 Requirements Traceability Matrix	RTM workbook · Findings PDF · BRD PDF	Local complete; review open	18 distinct IDs and UAT plans; exact data-source findings, denominators and inference limits
2 Stakeholder Analysis	Stakeholder matrix · Plan PDF · Matrix SVG	Local complete; review open	Ten supplied profiles, one inferred governance role, source appendix and engagement plan
3 Scope Plan and WBS	WBS workbook · Scope PDF · WBS SVG	Local complete; review open	Scope/change control; pilot root, seven branches and detailed work packages
4 As Is and To Be Models	Process PDF · As-Is SVG · To-Be SVG	Partial: tool requirement	Current/proposed flows exist; Lucidchart/Visio was not used as the lab requests
5 Process Maps and Swimlanes	Swimlane PDF · Appointment SVG · Discharge SVG	Partial: BPMN notation	Role lanes, decisions and rework exist; BPMN conformance has not been validated
6 Data Cleaning and Analysis	Analysis workbook · Analysis PDF	Local complete; review open	198 substantive feedback rows; peak-hour contrast; four native pivots, six slicers and charts
7 Dashboard	Dashboard workbook · Guide PDF · Dashboard PDF	Partial: platform requirement	Excel view and pivot filters tested; Cognos/Looker exercise not completed
8 Risk Register and SWOT	Risk workbook · Risk PDF	Local complete; review open	Ten legible risk IDs, 3×3 scores, controls, triggers and SWOT
9 Risk Matrix and Mitigation	Mitigation workbook · Mitigation PDF	Local complete; review open	Dynamic 3×3 matrix, owners, prevention, triggers and contingency plans

Source and tool record

Item	Use
Skills Network instruction files	Primary requirements for labs 1–6, 8 and 9
Coursera dashboard page	Platform-specific exercise could not be completed in the authenticated service
Skills Network RTM file	Exact supplied URL retrieved and its requirements reviewed
Microsoft Excel 16.0	Workbook recalculation, native PivotTables, tables and slicers
Python pandas and NumPy	Independent data cleaning and metric reconciliation
python-docx and Microsoft Word 16.0	Editable reports and PDF exports
Pillow, SVG and PyMuPDF	Rendered and editable local diagrams and charts
Lucidchart, Visio, Cognos, Looker	Not used and not claimed

Known limitations

- Course data and profiles are simulated; no hospital approval, deployment or measured benefit is claimed.
- Performance targets, benefit thresholds and UAT pass status remain open.
- The Cognos/Looker platform-specific dashboard requirement is not claimed as complete.
- The project uses department-level resource comparison and patient-level appointment-feedback linkage; it does not infer patient-level resource causation.

Legacy file notice

The earlier Adwoa_Acheampong_IBM_Business_Analysis_Workbook.xlsx is a superseded combined draft. It is preserved for provenance but must not be used for final counts, charts, risk priority or portfolio claims. Use the linked lab-specific files in this index instead.