

# Frequently Asked Questions

**Course Title:** Benefit-Cost Analysis Mini Course

**Course #:** 5406

**Duration:** 2.5 hours

**Delivery Method:** Instructor-led live classroom

**Alternative Delivery Methods:** Instructor-led online (synchronous)

## 1. What business or organizational need does this course address?

This 2.5-hour mini course introduces the foundational principles of benefit-cost analysis (BCA) and how it can be applied to decision-making processes in federal projects. Participants will explore key concepts, such as weighing the costs and benefits of potential actions, understanding net present value, and conducting risk assessments. Attendees will learn how effective BCAs can support informed decision-making in their organizations.

## 2. Who should attend?

This course is designed for federal employees, project managers, decision-makers, and analysts who are involved in evaluating the costs and benefits of projects, programs, or organizational changes.

## 3. What will I learn how to do in this course?

- Describe the purposes, characteristics, and elements of benefit-cost analysis and identify the sources of guidance
- Describe an eight-step process for benefit-cost analysis that goes from defining the problem or opportunity through reporting on results and making recommendations

## 4. What kinds of activities are included in this course?

Lecture, Discussion

## 5. Are there prerequisites for this course?

There are no prerequisites for this course.

## 6. Do I have to complete any prework for the course?

There is no prework required for this course.

# Frequently Asked Questions

## 7. Is this course applicable toward a professional certification?

No, this course is not applicable toward a professional certification. However, many Management Concepts courses do prepare you for professional certification programs. Click [here](#) to see a full list of professional certification programs that are supported by Management Concepts training courses.

## 8. Does this course count for credit toward a Management Concepts Certificate Program?

No, this course is not applicable toward a Management Concepts Certificate Program. However, many Management Concepts courses do count for credit toward a Management Concepts Certificate Program. Click [here](#) to see a full list of Management Concepts Certificate Programs.

## 9. What credits do I earn by completing this course?

The following credits are available for this course:

NASBA CPEs: 2.5

NASBA Field of Study: Statistics

NASBA Level: Intermediate

CEUs: 0.25

CLPs: 2.5

## 10. What course(s) do you recommend after I complete this course?

- [Benefit-Cost Analysis Using Microsoft Excel](#)
- [Program and Budget Analysis Using Microsoft Excel](#)

## 11. What are Additional Features?

Most courses and training solutions have **Additional Features** designed to help every learner master and retain the concepts explored in the course. You can see which Additional Features are added to this course on the course page under the **Learning Objectives & Additional Features** tab – and for a more detailed exploration of our Additional Features, you can visit [this web page](#).