Business Process Modeling Skills Workshop

Description

This interactive workshop provides training in business process modeling skills through the use of interactive exercises and lectures. The class is 1/3 lecture and 2/3 hands-on exercises. After completing this course, you will be able to create and elicit business process models for business process improvement, process redesign and business software requirements gathering initiatives. The workshop:

- Provides an understanding of business process modeling using the BPMN process modeling standard
- Gives each class participant the techniques and skills needed to build and interpret the business process definition diagrams; Business Process Modeling using BPMN standards, Context Diagram, Use Case Modeling, Business Process Decomposition and Business Process Dependency Diagrams
- Provides practical exercises for creating and interpreting the business process modeling diagrams for process improvement and business software development initiatives
- Elicitation techniques needed to successfully conduct collaborative business process modeling sessions
- Outlines the project team structure and communication techniques used for capturing the business models

Seminar Content

Day 1 am

Introduction to Business Process Modeling

- What is process modeling?
- What is BPMN?
- Type of business process modeling techniques
- Objectives of business models and when to use them
- Techniques for eliciting business process models
- Project team structure for business process modeling
- Tactics for success

Techniques for Business Process Modeling

- Mind mapping
- Business process flows using the BPM Notations
- Storyboarding
- Detailed flowcharts with swimlanes
- Use case modeling
Business Process Modeling Basic Concepts

- Diagram elements
  - Activities and tasks
  - Sub-processes, events and gateways
  - Connectors and sequence flows
  - Swimlanes, Text and data objects
- Review examples
- Agendas and techniques for eliciting the business process models
- Case study exercise- How to create the business process model using the BPMN diagram elements

Day 1 pm

Context Diagrams for Software Development Projects

- Identifying the things that interact with the business
- How to identify the inputs, outputs and match them with the organization entities
- How to use to define a software solution
- Agendas and scripts for eliciting the context diagram
- Case study exercise- Building a context diagram to define the scope of a project

Building Process Decomposition Diagrams

- How to decompose a business process
- How to identify the major functions of the business
- How to decompose a business function to the 1st and 2nd business process level
- How to identify the elementary processes
- Agendas and scripts for eliciting the business process decomposition models
- Case study exercise- Creating the Process Decomposition Diagram, decomposing to the elementary process level

Building Business Process Models

- How to build the dependency diagram for each leg of the process decomposition
- Capture the business rules and recommendations for change
- Identify the triggers and events
- Case study exercise- Creating a business process dependency diagram using the business process decomposition and context diagram
- How to create a business process context diagram
  - Identify the list of data
  - Identify the controls of the process
  - What are the enablers/mechanisms for the process
- Agendas and scripts for creating the business process flows diagrams
- Case Study Exercise- Creating a Process Dependency Diagram

Day 2 am

Building Activity Diagrams using the Unified Modeling Language (optional)

- How to build an activity diagram (flowchart)
  - Identifying business process starts and end points
  - Identifying decision points
  - Parallel behavior
What are the UML notations and when to use them?
How and when to use the activity diagram with swimlanes
Agendas and scripts for eliciting an activity diagram
Case study exercise- creating an activity diagram with swimlanes for a business process

Building Use Case Diagrams
How and when to use the use case diagram
  - Scoping a project using the high level
  - Detailed use case diagram for detailed requirements and architecture
UML notations for use case modeling
Case study exercise- building a high level use case diagram to scope a project

Writing Use Cases for Software Development Requirements Gathering
Different iterations of a use case
How to capture high level requirements using the high level use case
Review of the use case template
Case study exercise- writing a high level use case
How to write the detailed use case for detailed requirements gathering
Review of the detailed use case template
How to elicit the detailed requirements using the detailed use case deliverables
Case study exercise- creating a detailed use case

Day 2 pm
Business Process Modeling Lab
A simulation or lab using a real life project is conducted to practice building the Context Diagram, Process Decomposition, Business Process Model using the BPM notation standards, Use Case Diagram, High Level Use Case and Detailed Use Case. A modeling tool and a specific documentation tool can be used in the lab.

Recap Discussion- What techniques will you use and when?

Materials
Each seminar participant receives a Seminar Handbook with sample agendas and scripts for conducting business modeling gathering sessions.

Who Should Attend?
Those who will find this of value are the Business Analysts, Business System Analysts, Process Improvement Leads, Software Requirements Analysts, Project Managers, Solution Leads, Product Managers, Technical Leads, Business Subject Matter Experts (SMEs), Business Experts and Architects.