

Course Description:

This course provides the participant with the knowledge and skills to build and interpret business process models. It provides an overview of the process modeling technique and how it relates to the development of data models. The course is constructed in such a manner that each section builds on the previous section and is followed by exercises that allow the student to practice the skills just learned. The intended audience includes business analysts, user/subject matter experts, and anyone interested in capturing functional business requirements. No prerequisites are presumed. However, participants with prior exposure to process structure breakdown and/or CASE tools will find that experience helpful.

Course Duration:

3 days

Course Outline:

Module 1 – Overview of Business Process Modeling Concepts

- Course Overview
- What is a Business Process Model?
- Why Process Model?
- How are Process Models Used?
- Level of Process Models: Context, Functional, Detailed
- Business Process Modeling and System Development Methodology
- Process Model Components: Inputs, Outputs, Controls, Mechanisms, and Process Relationships, and “Processes”

Module 2 – “Process” Characteristics

- Recognizing and Defining Processes
- Impostor Processes
- Redundant Processes – When in doubt spread it out
- Process Naming Conventions
- Process Definition Guidelines
- Process Volumetrics
- Industry Examples
- Process Exercises

Module 3 – Flow Characteristics

- Input Flows
- Output Flows
- Control Flows
- Mechanism Flows
- Back Flows
- Tunneling – Fan-In and Fan-Out
- Labeling

Module 4 – Process Relationships

- Recognizing When Output Become Inputs or Controls
- Identifying Coupling – Degree of Interdependency between Activities
- Measuring Cohesion – Relationship among Activities
- Controlling Complexity

Module 5 – Context Diagramming

- Define the Purpose of the Business
- Identify those that Interact With the Business - Outsiders
- Identify Inputs – Things that Trigger
- Identify outputs – Things that are Produced
- Identify Inputs and Outputs with the Outsiders
- Determine Scope of the Process Model
- Context Diagram Exercise

Module 6 – Business Process Modeling Methodology

- Concepts to Simulate Thinking
- Rule of Thumb
- Analysis Activities
- Process Validation
- Define the Purpose
- Grouping and Rolling Up
- Recognizing when to Decompose
- Balanced Business Processes – Logical to Physical handling of Data
- Process Leveling
- Modeling Methodology Exercise

Module 7 – Putting it all Together

- Performing Lay-of-the-Land
- Laying Out the Process Decomposition
- Characteristics of the Line of Business
- Line of Business Exercise

Module 8 – Business Process Model Validation Steps

- Processes without Inputs
- Processes without Outputs
- Redundant Processes
- Restrictive Processes
- Process Generality
- Flow Validation
- Data and Process Model Leveling - CRUD
- Validation Exercise

Module 9 – The Business Modeling Process

- Scope of the Process Model
- Bottom Up Vs. Top Down Process Modeling
- Individual vs. Group Interviewing
- Current State vs. Future State Modeling
- Business User/Subject Matter Experts
- Business Process Modeling Traps
- Model Administration
- Process Modeling Methodologies
- Business Process Modeling Exercise

Instructor Bio:

Mike Lampa, CEO of TeamDNA, has 27 years experience in Data Integration, Data Warehousing, Business Intelligence, strategic planning and program management. Mike's IT solutions are founded on a strict adherence to model based/model managed architectural disciplines. He developed the Integrated Architecture Framework (IAF) that supports project methodologies for Data Warehouse, Data Integration and Business Intelligence solutions. Mike is a featured speaker at industry and vendor events such as TDWI, DAMA, and Informatica's Data Quality and "How Healthy Is Your Data Warehouse" marketing events.