Process Modeling Series

MODELING BUSINESS PROCESSES

Using Structured Systems Analysis

Modeling Business Processes: *Using Structured Systems Analysis* offers a clear and logical approach to capturing, evaluating and communicating business processes using the graphic modeling techniques of Structured Analysis.

As organizations attempt to redefine obsolete and ineffective work processes, this ***Tryon and Associates*** seminar provides the required basic skills needed to model and study business systems. The results of this process also establishes a foundation for more advanced business analysis. The concepts and practices taught in this course enable a systems analyst or business analyst to…

- Identify the components of a business system.
- Collect diverse process components from various business units.
- Organize process components into a cohesive business flow.
- Define the boundaries of each process flow.
- Capture the processes into a top-down, layered, graphic model.
- Define the detailed policy and business rules that support each process.
- Define the composition of each collection of data that is used by each process.
- Validate the contents of each model component against other components.
- Communicate findings with other project participants and interested parties.
- Establish a sound foundation for reengineering business processes and data.
- Record robust model information that may be used for manual or automated implementations of the processes.

Modeling Business Processes is based on a stable *systems engineering* discipline intended to aid the creation of rigorous specifications for a business system. This premier *structured* method has been used by systems analyst and business analysts since the mid 1970s. It has proven effective for gathering business requirements and then evaluating those results. One of the most popular attractions of this modeling discipline is that it may be easily learned by non-technical end customers and subject matter experts as well as designated systems analysts. Resulting models are easy to build, read and present.

This seminar provides a very effective means for the analysis team to…

- Identify the general sequence of business processes using *Data Flow Diagrams.*
- Capture detailed policy or business rules for each process in *Process Specifications.*
- Capture detailed meanings and compositions for all data used by the processes or recognized by the Process Specifications in a *Data Glossary*.
- Define the scope of the process model using a *Context Diagram.*

Modeling Business Processes also provides an overview of the total analysis process that is continued in **Reengineering Business Processes** and **Designing Application Systems**.

While there are numerous software products that support this analysis discipline, the course emphasizes the fundamental tools and techniques of Structured Analysis along with the mental process for using the discipline. Any software product that supports this method, directly or indirectly, may then be used intelligently by a systems analyst or business analyst.

Learning Objectives

The specific goals and objectives for this seminar are to provide each attendee with an understanding of…

- What is Structured Analysis?
- What are the components of a business system?
- How to model a business system.
- How to create Data Flow Diagrams.
- How to evaluate Data Flow Diagrams.
- How to create leveled Data Flow Diagrams.
- How to create Mini Specifications.
- How to create Data Dictionary definitions.

Audience

Due to the wide-spread appeal of this seminar, it may and should be attended by members from across the total business organization. This seminar is particularly useful to anyone who is involved in…

- Identifying detailed business requirements.
- Creating models of business requirements.
- Validating that the information in the analysis models is correct.
- Evaluating the analysis models for improvements in the business.
- Using the analysis models to create new manual and automated solutions.

This audience often includes designated systems analysts, business analysts, reengineers, TQM specialists, project managers, team members, operations specialists, industrial engineers, systems engineers, software engineers, interface designers and technology specialists. Various staff managers may find this seminar series informative if they wish to understand the total analysis process.

Prerequisites

There are no prerequisites for this session. Ideally, participants have attended training on general business analysis concepts such as *Tryon and Associates* **Understanding Business Requirements.** This course should be taken before attending either **Reengineering Business Processes** or **Designing Application Systems**.

Duration

Modeling Business Processes is designed as a very compact three-day seminar. Each day lasts a full eight hours and includes time for breaks and lunch.

Format

This seminar is divided between instructor-led lecture and team workshops. Consistent topic coverage is insured by the use of easy-to-follow seminar notes. The instructor introduces each topic adding illustrations, examples and analogies to explain the material. Seminar attendees are encouraged to add their observations or ask questions at any time. Group discussions are often used to explore a specific topic. Topics are then examined using enjoyable workshop exercises where attendees may experience the dynamics and process for using a technique. Results are then evaluated by the instructor and other attendees.

Materials

Each attendee receives a full set of presentation materials and workshop answers used by the instructor during the seminar. They will also receive numerous articles, examples, templates and common processes that are identified during the course. A comprehensive bibliography is provided of all books and reference materials noted during the seminar. Each attendee will receive an attractive Certificate of Completion following the seminar.

Author

Modeling Business Processes was written by Chuck Tryon, founder of ***Tryon and Associates.*** This seminar was created based on Mr. Tryon's experience as a systems analyst in the Information Technology industry and as a project consultant and seminar leader. Franklin L. Kastl, III contributed significantly to the construction of workshop material. The course is based in part on Tom DeMarco's *Structured Analysis and System Specification* textbook. Several other books are referenced during the seminar.

Scheduling and Pricing

This seminar is typically scheduled on-site for a specific client Please review the general scheduling and pricing policies. A complete price quote will be provided on request. On occasion, this seminar is offered on a public basis. Contact ***Tryon and Associates*** for more information about scheduling or attending this seminar.

Contact Information

Additional information on this and other ***Tryon and Associates*** seminars may be obtained by calling (918) 625-8258. Seminar descriptions and other helpful information are available at ***www.TryonAssoc.com***.

1/15/2013

Attendee Comments

"The class gave me tools I can take back to my job and immediately use."

"Best seminar I've attended in a long time."

"I enjoyed the instructor's presentation style very much. Course was instructive and entertaining."

"I highly recommend this instructor to anyone."

"The hands-on exercises were great for retaining what was taught. All the lecture portions were very good and beneficial."

"A great course, full of useful material presented in an engaging, interactive manner."

"The course content was very powerful and the value received was excellent."

"I thought the material was presented in a logical, concise manner. The instructor was enthusiastic in his presentation, interjecting real-life analogies, making the material fun."

"The text (seminar manual) was good and will be easy to use as a reference."

"The class cleared up all the confusion I had with Structured Analysis."

"Excellent!"