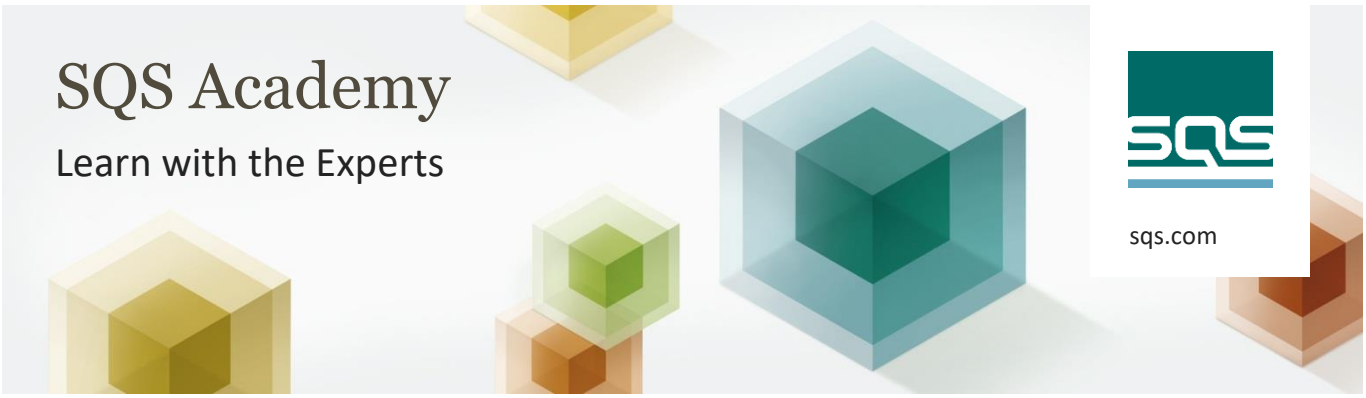


Q20370 BCS Certificate in Modelling Business Process

Duration: 3 days

Course Overview

BCS Certificate in Modelling Business Process provides business professionals with the knowledge and toolkit required to identify, model and improve business processes in your organisation. This is a practitioner-level BCS certification leading to the **BCS International Diploma in Business Analysis.** The course will teach you how to identify, analyse and model business processes at various levels, and to identify process measures and opportunities for improvement. The course is case study based and will discuss the practicalities of applying modelling techniques, including the BPMN.

The course has been extensively rewritten to cover the latest BCS Modelling Business Process syllabus which reflects recent developments in the process modelling field. The course is administered by professional trainers with significant experience of real world process modelling and analysis projects. Students are supplied with course notes containing detailed information about business analysis techniques and providing references for further reading.

This syllabus has an accompanying 1 hour examination at which the candidate must achieve a pass score to gain the BCS Certificate in Business Analysis Practice. This Practitioner Specialism module counts towards the BCS Business Analysis Diploma.

Who should attend?

The certificate is relevant to anyone requiring an understanding of Business Process Modelling, including business analysts, business managers and their staff, business change managers and project managers.

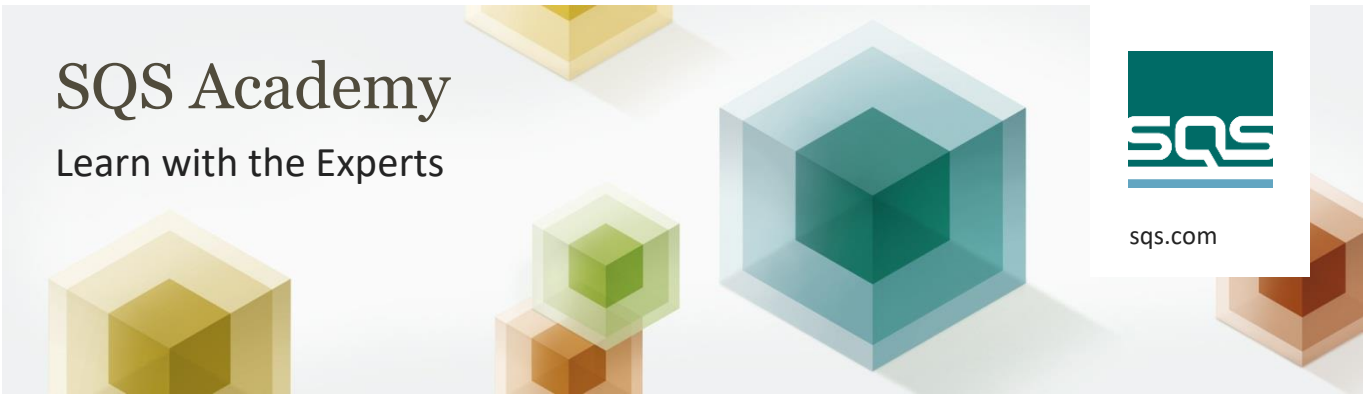
Prerequisites : Pre-Reading Guidelines

There are no course prerequisites,. However students will have been expected to have reviewed chapter 7 and 8 of the BCS publication **BCS Business Analysis, Paul, Yeates & Cadle** (3rd Edition). and be familiar with the BCS course syllabus available at http://certifications.bcs.org/upload/pdf/ba-mbp-syllabus.pdf

Course Objectives

On completion of Modelling Business Process course, delegates will be able to:

- Understand the context for business process modelling
- Identify and model core business processes at an organisation level
- Identify and model core business processes at a process level
- Identify key components to modelling – including actors, triggers, events, process flows, tasks.
- Identity business rules and how to model them
- Identify performance measures with tasks
- Have acquired an overview of popular Process Modelling techniques and Notation (including BPMN)
- How to identify problems with current processes
- How to re-engineer organisational processes to make improvements



Recommended Follow-on Courses

(leading to BCS Business Analysis Diploma)

Related BCS Business Analyst courses:

- BCS Requirements Engineering
- BCS Business Analysis Practice
- BCS Business Analysis Foundation Level

Course Outline

This two day course follows the BCS Certificate in Modelling Business Process syllabus and covers the following:

The context for business process modelling

- The purpose for process modelling
- The hierarchy of process modelling
- The difference between process, task and functional modelling
- Relationships between process models in the hierarchy
- Approaches to business process modelling

Modelling Business Processes

- Strategic context and business objectives
- Value Chain Analysis
- Modelling an organisational view of processes
- Activity diagrams
- Differences between the process and function
- Definition of a business process
- Business process measurements and metrics
- Processes hierarchies and delivering value

Documenting tasks

- Identifying tasks
- Documenting task steps
- Identifying business rules
- Task performance metrics

Evaluating and improving business processes

- Identifying problems with current processes
- Analysing the process flow
- Analysing tasks, handoffs and performance
- Identifying and questioning business rules
- Modelling the ‘to be’ process
- Identifying new measurements and standards

Transition

- Defining roles and skills profiling
- Change management
- Integration of process modelling and requirement definition

Exam Prep

- Course review to reinforce key exam topics
- Hints and tips
- Practice exam questions

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Details

- Duration: 2 days
- Level: Practitioner
- Code: Q20370