BCS Certificate in Modelling Business Processes

Duration: 1 full day and 4 half days live online

Course Overview

Expleo Academy's BCS Certificate in Modelling Business Processes provides attendees with the knowledge and tools to identify, model, and improve Business Processes.

This course is delivered by BCS-accredited trainers with practical experience of business process modelling and analysis. Attendees will learn industry standard notation, techniques for modelling and measuring processes, and for identifying process improvement.

The collaborative training approach includes group activities, case study analysis and an opportunity to practice process modelling.

Who should attend?

The Practitioner certificate is relevant to anyone requiring an understanding of Business Process Modelling, including Business Analysts, Business Managers and their staff, and Business Change Managers.

The course is also aimed at individuals who would like to become accredited in the internationally recognised BCS Certificate in Modelling Business Processes, on their path to achieving the BCS International Diploma in Business Analysis.

Prerequisites & pre-reading guidelines

There are no course prerequisites. However, attendees are advised that the course covers chapters 7 and 8 from the BCS publication "Business Analysis" by Paul, Yeates & Cadle (4th Edition).

How certification is earned

Certification is dependent on correctly answering 25 out of 40 (62.5%) multiple-choice questions in an exam. The exam is currently delivered online, closed-book, and has a duration of 60 minutes. Additional time is available under certain circumstances, which are outlined on the BCS website. Once you have registered for this course, the British Computer Society Exams Office will contact you to explain how you can schedule your online exam.

Course Objectives

On completion of the Modelling Business Processes course, attendees will be able to:

- Understand the role of business process modelling in describing an organisation's internal processes, and why this is a key BA skill in supporting change
- Understand the hierarchy of process models and techiques to describe them
- Model core business processes at an organisation level
- Model business processes at the process level
- Document and analyse tasks within a business process
- Use gap analysis to improve business processes

Context

Expleo's interactive training of BCS Modelling Business Processes provides an essential step in your Business Analysis Learning Pathway. It offers one of the certificates required to qualify for the BCS International Diploma in Business Analysis. The content is of value to any business or project stakeholder engaged in business process analysis.

Related courses

To qualify for the BCS International Diploma in Business Analysis, you should also consider:

- BCS Requirements Engineering
- BCS Business Analysis Practice
- BCS Foundation Certificate in Business Analysis

The BCS offers you full flexibility when choosing the sequence in which you achieve these certificates.

In general, Expleo Academy recommends that you attend the Foundation Certificate in Business Analysis after completion of these other BCS certificates, if intending to sit the International Diploma exam. We are happy to discuss your specific training needs to advise on your optimal learning pathway.

Additional Courses that may be of interest:

- Change Management Fundamentals

Course Outline

The Context For Business Process Modelling

- The purpose and benefits of business process modelling
- The three-level business process hierarchy
- The importance of the process view versus the functional view of an organisation
- Using the POPIT model for impact analysis of new process design
- Approaches to implementing business change

The Organisational Context For Business Processes

- Construction of an organisational level model of a business process for a given business scenario
- Distinguish between external and internal elements of an organisational model
- How business processes on an organisational model support delivery of the value proposition

Modelling The Business Processes

- Construct a Business Process Model for a given business scenario using Actors, Swim Lanes, Tasks, Decision Points, Guard Conditions, Start Points, End Points, Process Flows, Joins and Forks.
- The importance of a standard notation set
- The relationship between Process, Task, and Step
- Using OPOPOT and representing Tasks
- Identifying external, internal, and time-based business events
- Internal Performance Measure and Customer expectations of performance

Documenting Tasks

- Constructing a Task description for a given business scenario
- Documenting a Task using UML activity diagram notation, or structured English
- Documenting a Task using structured English

Improving Business Processes

- Different approaches to improving Business Processes, including task automation and process re-engineering
- Challenging business rules and assumptions
- Performance issues in Business Processes
- Challenging the business rules
- Using business scenarios to identify combinations of conditions to be supported
- Identifying Functional Requirements for IT System support of a Business Process
- Using Gap Analysis on a "To Be" Business Process model

Contact

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