

EXIN BCS Practitioner Certificate in Modelling Business Processes – Including Exam

Duration: 2 Days Course Code: BCS-MBP

Overview:

This 2-day BCS Practitioner Certificate in Modelling Business Processes training covers the range of concepts, approaches and techniques that are applicable to the Practitioner Certificate in Modelling Business Processes. It is relevant to anyone requiring an understanding of Modelling Business Processes and focuses on the investigation, modelling, analysis and improvement of business processes.

Target Audience:

This Practitioner Certificate is designed for people who want to understand a range of business process modelling and analysis techniques, know how they are used and identify when to use them. Suitable for business analysts, business managers and members of their team, business change managers and project managers

Objectives:

- You'll study how to investigate, model, analyse and improve business processes. The certificate includes:
 - The context for business processing modelling
 - The organisational model for processes
 - How to model business processes
 - How to document tasks
 - Evaluating and improving business processes
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Prerequisites:

There are no requirements, but candidates should have some practical experience of business analysis.

Testing and Certification

- Type: Multiple choice
 - Duration: 60 minutes
 - Supervised: Yes
 - Open Book: No
 - Pass Mark: 25/40
 - Calculators: Calculators cannot be used during this examination
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Content:

1. The Context for Business Processing Modelling 15%	3.1 Understand the construction of a business process model for a given business	4.1.3 The trigger or business event that initiates the task.
1. Candidates will be able to:	scenario, using the following elements:	4.1.4 Any inputs to the task.
1.1 Demonstrate an understanding of the purpose and benefits of business process modelling.	3.1.1 Actors.	4.1.5 The outputs expected from the task.
	3.1.2 Swim lanes.	4.1.6 The costs associated with the task.
1.2 Identify the three levels of the business process hierarchy; organisation, process and task level.	3.1.3 Tasks.	4.1.7 The measures that are applicable to the task.
	3.1.4 Decision points with guard conditions.	4.1.8 The standards that constrain the task.
1.3 Explain the importance of the process view versus the functional view of an organisation.	3.1.5 Start and end points.	4.1.9 A detailed breakdown of the steps within the task.
	3.1.6 Process flows.	4.1.10 The business rules that are to be followed in performing the task.
1.4 Describe the use of the POPIT model in assessing the impact of a new process design.	3.2 Explain why using a standard notation set is important.	4.2 Demonstrate an ability to document the steps and business rules within a task, using UML activity diagram notation, or structured English.
1.5 Discuss the use of pilot, phased, direct changeover and parallel running to implement business change.	3.3 Apply knowledge to distinguish between the terms process, task and step; describe how they relate to each other.	5. Improving Business Processes 20%
2. The Organisational Context for Business Processes 20%	3.4 Demonstrate that a task typically involves one person (actor) at one place at one time	Candidates will be able to:
Candidates will be able to:	(OPOPOT), and that it is represented as a single 'box' on a process model.	5.1 Apply the following approaches to improving business processes: task automation;
2.1 Understand the construction of an organisational level model of business process for a given business scenario.	3.5 Based on a given business scenario, identify external, internal and time-based business events.	removal of gaps and disconnects; process re-engineering.
	3.6 Explain the difference between internal performance measures and customer expectations of performance.	5.2 Show understanding of the need to challenge business rules and assumptions when improving business processes.
2.2 Understand how to construct an organisational model for a given scenario (Paul et al, Business Analysis, 3rd Edition).	4. Documenting Tasks 15%	5.3 Identify the areas of a business process that may contribute to unsatisfactory

2.3 Apply knowledge to distinguish between the external and internal elements of an organisational model.	Candidates will be able to:	performance from a given scenario.
2.4 Explain how the processes on the organisational model support the delivery of the value proposition.	4.1 Understand how to construct a task description for a given business scenario, which includes the following elements:	5.4 Explain the use of business scenarios in identifying combinations of conditions that the improved business process will need to handle.
3. Modelling the Business Processes 30%	4.1.1 The name of the task.	5.5 Conduct a gap analysis on a given 'to be' business process model, in order to identify the functional requirements for the IT system support for that business process.
Candidates will be able to:	4.1.2 The actor (or role) carrying out the task.	

Further Information:

For More information, or to book your course, please call us on Head Office Tel.: +974 40316639

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