Process Definition Document (PDD)

*Process Name: Top Box Office Movies (US)*

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# Introduction

## Purpose of the Document

The Process Definition Document outlines the business process chosen for automation using UiPath Robotic Process Automation (RPA) technology.

The document describes the sequence of steps performed as part of the business process, the conditions and rules of the process prior to automation and how they are envisioned to work after automating it, partly or entirely. This specifications document serves as a base for developers, providing them with the details required for applying robotic process automation to the selected business process.

## Objectives

The business objectives and benefits expected by the Business Process Owner after automation of the selected business process are:

* Getting all the top box office movies from IMDb Website.
* Sending all the top box office movies’ data to the user mail.
* The process should run once a week (Every Tuesday at 12 AM)

## Process Key Contact

The specifications document includes concise and complete requirements of the business process and it is built based on the inputs provided by the process Subject Matter Expert (SME)/ Process Owner.

The Process Owner is expected to review it and provide signoff for accuracy and completion of the steps, context, impact and a set of process exceptions. The details are to be included in the table below.

|  |  |  |  |
| --- | --- | --- | --- |
| Role | Name | Contact Details  (email & phone number) | Notes |
| Process Owner | Abdelrahman Abdelgawad | abdelrahman6898@gmai.com |  |
| Business Analyst | Abdelrahman Abdelgawad | abdelrahman6898@gmai.com |  |

## Minimum Prerequisites for Automation

|  |  |
| --- | --- |
| Met (Y/N) | Prerequisites |
| Y | A filled in and completed Process Definition Document |
| Y | Closure of any open process questions |
| Y | Environment set up |
| Y | Test Data to support development and testing |
|  | User access and creation of user accounts (licences, permissions, restriction to create accounts for robots) |

# As-Is Process Description

## Process Overview

General information about the process selected for RPA prior to automation.

|  |  |  |
| --- | --- | --- |
| # | Item | Description |
| 1 | Process Full Name | Top Box Office Movies (US) |
| 2 | Process Area | Personal |
| 3 | Department | Fun |
| 4 | Process Short Description  (operation, activity, outcome) | Gets top box office movies' information in US and mails it to the user account. |
| 5 | Role(s) required for performing the process | Any |
| 6 | Process schedule and frequency | Every Week (Every Tuesday at 12 AM) |
| 7 | # of items processed /reference period | 10 |
| 8 | Process execution time | 4 – 5 seconds/movie |
| 9 | Peak period(s) | N/A |
| 10 | Transaction Volume During Peak period | N/A |
| 11 | Total # of FTEs supporting this activity | N/A |
| 12 | Expected increase of volume in the next reference period | N/A |
| 13 | Level of exception rate | N/A |
| 14 | Input data | User mail and IMDb link as assets on the orchestrator. |
| 15 | Output data | All top box office movies’ details sent to the user mail as excel file. |

\*Add more rows to the table to include relevant data for the automation process. No fields should be left empty. Use “n/a” for the items that don't apply to the selected business process.

## Applications used in the Process

The table includes a comprehensive list of all the applications that are used as part of the process to be automated to perform the given steps in the flow.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| # | Application Name & Version | System Language | Thin/Thick Client | Environment/ Access Method | Comments |
| 1 | Microsoft Edge  90.0.818.62 | English | Thin | PC |  |
| 2 | Microsoft Excel  2014 | English | Thin | PC |  |
| 3 | Microsoft Outlook  2014 | English | Thin | PC | The Email should be signed in. |

\*Add more rows to the table to include the complete list of applications.

## As-Is Process Map

**High Level As-Is Process Map:** This chapter depicts the As-Is business process at a High Level to enable developers to have a high-level understanding of the current process.

Diagram

Description automatically generated

|  |  |  |  |
| --- | --- | --- | --- |
| # | Step Action/Description | Screenshot | Remarks |
| 1 | Open Microsoft Edge browser with the provided IMDb link. |  |  |
| 2 | Click Menu. |  |  |
| 3 | Click Top Box Office |  |  |
| 4 | Read all Top Box Office movies’ names and links. |  | Data Scrapping |
| 5 | For each movie perform the following | N/A |  |
| 5.1 | Open the movie’s page. |  |  |
| 5.2 | Save movie’s data (storyline, rate, number of ratings, maturity rate, duration, type and date) | N/A |  |
| 6 | Write all the movies’ data to an excel file. |  |  |
| 7 | Send the excel file to the provided user mail through Outlook. | N/A | Outlook mail should be signed in. |

# To-Be Process Description

## Detailed Process Map

**Detailed Process Map:** This chapter depicts the To-Be automation process at a detailed view to enable developers/COE to see the workflows involved in the RPA solution

Diagram

Description automatically generated

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Workflow Name** | **Description** | **Pre-conditions** | **Post-actions** | **Arguments** | **Notes** |
| IMDb\_OpenApp | Opens the IMDb web app in a new session of edge browser. | Internet Connection. | IMDb home page is opened successfully. | in\_IMDbLink – String |  |
| IMDb\_GetTopMovies | Gets the top box office movies' names and links. | An IMDb page is opened (any page). | The scraped movies' information data table is not empty. | in\_BEMailAdd – String  out\_TopMoviesDT – Data Table |  |
| PopulateQueueItems | Populates the queue with the provided work items. | The provided work items' data table is not empty. | N/A | in\_QueueName – String  in\_QueueItems – Data Table |  |
| IMDb\_GetMovieData | Gets data of the current movie (Storyline, Rating, Number of ratings on IMDb, Maturity Rate, Duration, Type and Date). | An IMDb page is opened (any page) | Output movie's data is not empty. | in\_MovieURL – String  out\_MovieData – List of strings |  |
| Excel\_WriteDataToExcel | Writes the provided data table to an excel file in the provided path (Creates the excel file if it does not exist). | 1 - The provided data table is not empty.  2 - The provided directory -in which the file is/will be saved- exists. | The data is written successfully. | in\_FilePath – String  in\_Data – Data Table |  |
| MailMoviesData | Sends all top box office movies' data to the use mail. | 1 - The provided data table is not empty.  2 - All scraped movies are processed successfully with no errors. | N/A | in\_UserMailAdd – String  in\_MovieData – Data Table  in\_NumOfTopMovies – Int32 |  |

## Robot Type

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| # | Attended | Unattended | Trigger | Comments |
| 1 |  | ✓ |  |  |

## Business Exceptions Handling

The Business Process Owner and Business Analysts are expected to document below all the business exceptions identified in the automation process. These can be classified as:

### Known Exceptions

The table below reflects all the business process exceptions encountered during the process evaluation and documentation. These are known exceptions that occurred before. For each of these exceptions, define a corresponding expected action that the robot should complete if it encounters the exception.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| BE # | Exception Name | Step | Parameters | Action to be Taken |
| 1 | No Top Box Office Movies on IMDb Website. | 4 | N/A | Sends an email to the business exception mail address informing him with the exception. |

### Unknown Exceptions

For all other unanticipated or unknown business (process) exceptions, the robot should:

* Take a screenshot then end the Process. (In REF version a screen shot is taken and saves in the project directory.)

## System Exceptions Handling

A comprehensive list of all errors, warnings or notifications should be consolidated here with the description and action to be taken, for each, by the robot.

Errors identified in the automation process can be classified as:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| SE # | Exception Name | Step | Parameters | Action to be Taken |
| 1 | Application unresponsive / page not loading | Any step | Blanck Page / Couldn’t check the pre or post conditions of any workflow. | Close the application and retry for 2 times and then if the exception stays, end the process. |

### Unknown Exceptions

For all other unanticipated or unknown business (process) exceptions, the robot should:

* Retry 2 times and if the exception stays, take a screenshot to the whole screen and then end the Process.

Other Observations

Include below any other relevant observations you consider needed to be documented here.

* Future additions to input the country of the user as an asset.
* To send the top movies’ data for list of users’ mails.

Additional sources of process documentation

* A recorded video for the process running end to end – in the current directory as the PDD.
* A whiteboard, which is an excel file that contains all the workflows names and information.
* A document that contains the main aspects of the project - in the current directory as the PDD.
* A development specifications document - in the current directory as the PDD.