Salary deta

Youtube playlist creator

Process Definition Document

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# INTRODUCTION

## Purpose of the document

The purpose of the Process Definition Document is to ensure that the RPA Consultant has a correct understanding of the process chosen for automation and that the process is documented to a sufficient level of detail so that the Solution Architect can then create the solution based on the PDD content.

## Objectives

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

* Create a Youtube playlist based on a given list of songs

## Key Contacts

Add here any stakeholders that are involved in the process:

|  |  |  |  |
| --- | --- | --- | --- |
| Role | Name | Contact Details | Responsibility description |
| RPA Consultant | Alin Scarlat | Alin.scarlat@automatify.ch | Accountable for project delivery, primary point of contact for project. |
| Project Manager | Alin Scarlat | Alin.scarlat@automatify.ch | Accountable for project outcome within the organization. |
| Process Owner | Alin Scarlat | Alin.scarlat@automatify.ch | Provides process description, documentation and test data. |

# Process Overview

In this section the Consultant will document the process. This section will serve as the starting point for the re-engineering and automation effort.

## General information

|  |  |
| --- | --- |
| Item | Description/Answer |
| Process Full Name | Youtube Playlist Creator |
| Short Description (operation, activity, outcome) | The process will create a Youtube playlist based on a given list of songs. The playlist name will be given as an input by the user. |
| Process schedule and frequency | Occasionally |
| Process execution time |  |
| Input data description | Playlist name – Type into Input Dialog  List of songs – Excel File |
| Output Data description |  |

## Applications Used

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 actions in the flow.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Application Name | Version | Application Language | Access method | Comments |
| Chrome |  | English |  |  |
| Excel |  | - |  |  |
|  |  |  |  |  |

# TO BE Process description

## TO BE Process Map

A process map of the process as it will look like post-automation will be outlined here.  
**Note**: Process maps are specified for each sub-process, in the next section (3.2 TO BE Process steps).

## TO BE Process steps

### Add To Playlist

|  |  |  |
| --- | --- | --- |
| Step no. | Description and screenshot | Owner |
|  | User types into the input dialog the playlist name and chose playlist Privacy | User |
|  | Opens [www.youtube.com](http://www.youtube.com) | Robot |
|  | Reads songs from Excel File. | Robot |
|  | Type into search box the song name and hit search | Robot |
|  | Hit Options ( See red square ) on the first song and click “Save to playlist” |  |
|  | Search if the playlist name already exist.  If yes – tick the checkbox  If not – hit “Create new playlist”    Enter given playlist name and chose playlists privacy.  Hit Create. | Robot |
|  | Repeat steps 4-6 for each song. | Robot |
|  | Prompts Message Dialog to confirm completion | Robot |

### Youtube Login

|  |  |  |
| --- | --- | --- |
| Step no. | Description and screenshot | Owner |
|  | Opens [www.youtube.com](http://www.youtube.com) | Robot |
|  | Hits SIGN IN | Robot |
|  | Reads the credentials from Excel File. | Robot |
|  | Types into the Email or phone field the email.    Hits the Next button. | Robot |
|  | Types into the password field the password.    Hits the Next button. | Robot |
|  | Prompts Message Dialog to confirm completion. | Robot |

## Exceptions Handling

The Consultant is expected to document below all the exceptions identified in the automation process. Exceptions are of 2 types and both need to be addressed:

**Known exceptions** = previously encountered. A scenario is defined with clear actions and workarounds for each case.

**Unknown** = New situation that was not encountered before. It cannot be predicted and in case it happens it needs to be flagged and communicated to an authorized person for evaluation.

### Known Exceptions

Details regarding how the robot should handle the exceptions.

|  |  |  |  |
| --- | --- | --- | --- |
| Exception Name | Step no. | Description | Action to be taken |
|  |  |  |  |
|  |  |  |  |

### Unknown Exceptions

An umbrella rule that includes a notification needs to be designed for all other exceptions that could happen and cannot be anticipated.

For all other cases which do not follow the rules defined, an e-mail should be sent to: [Tech](mailto:exceptions@company.com) Support with a screenshot.