

# Best Practice



Co go cieszy?

Co robi, jakie ma hobby?  
Lata: 62  
Mieszka w:

# Best Practices Set

Scoping

Collaboration

Naming Conventions

Consistent Flow

Success Path

# Best Practices Set

## Scoping

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# Scoping



# Best Practices Set

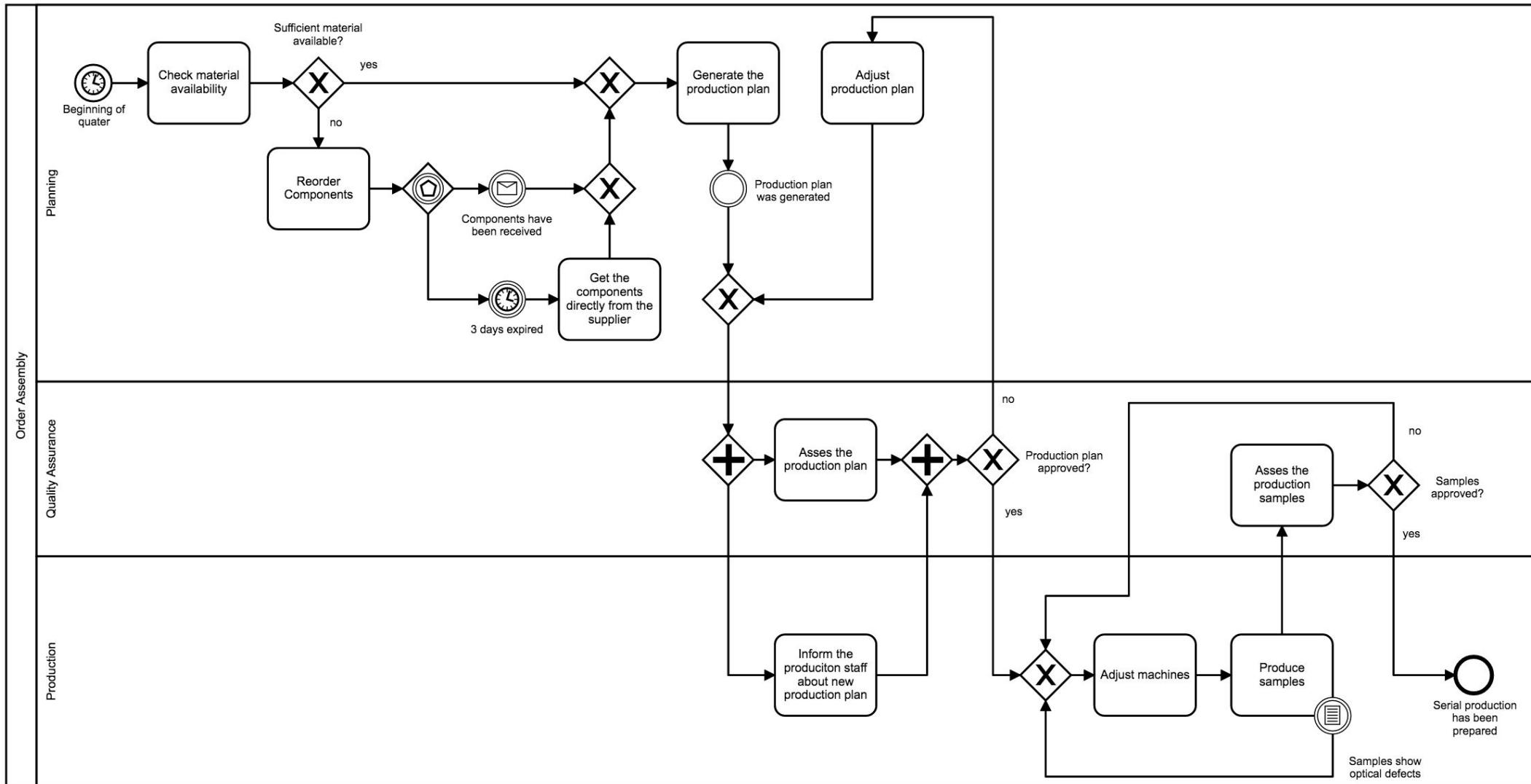
## Scoping

Create processes that are **accessible** and  
**expressive** so anybody understands them!

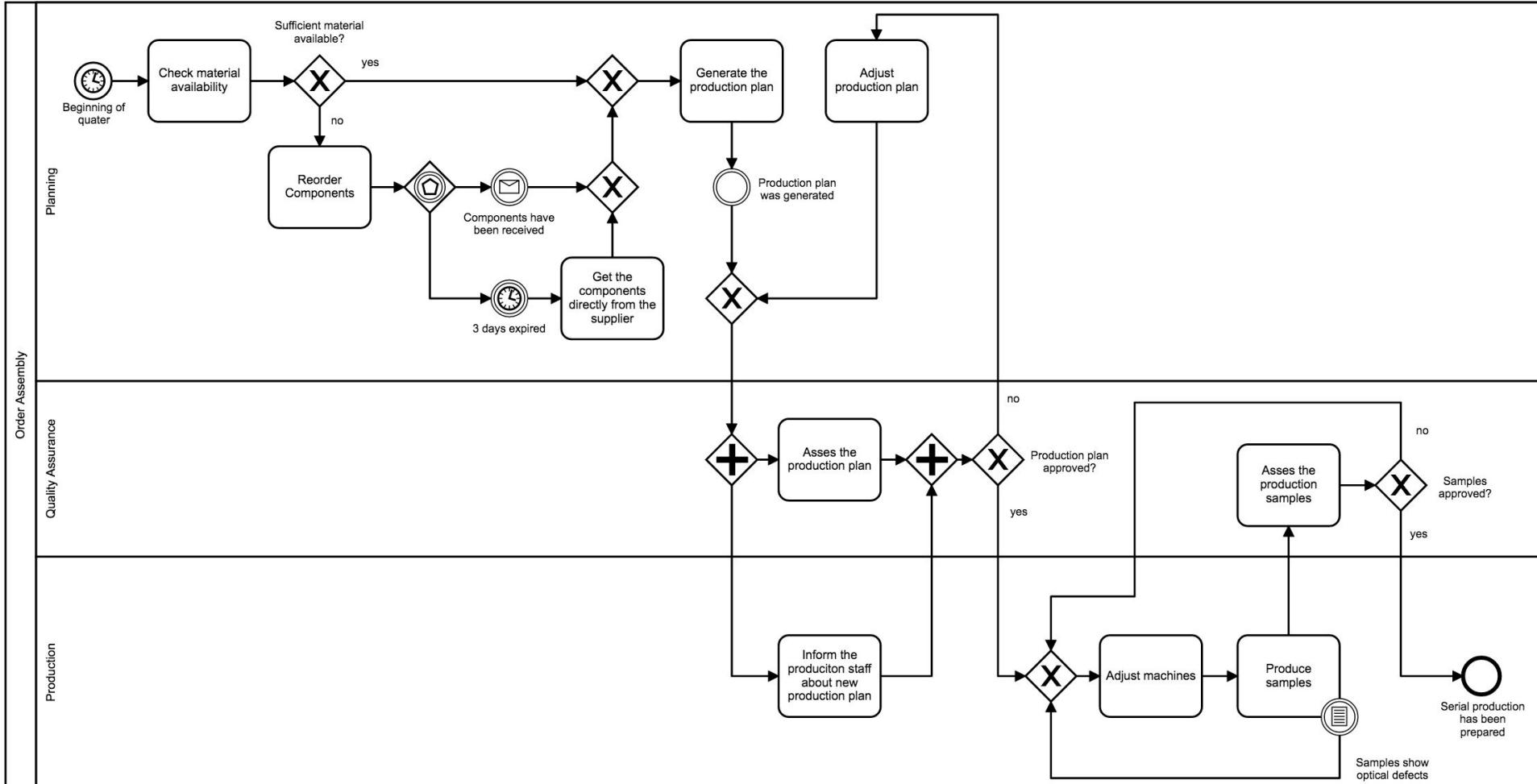
**Accessible:** The process is so **clearly** designed that the user can **grasp** it.

**Expressive:** The content is meaningful and helps users to tackle business challenges.

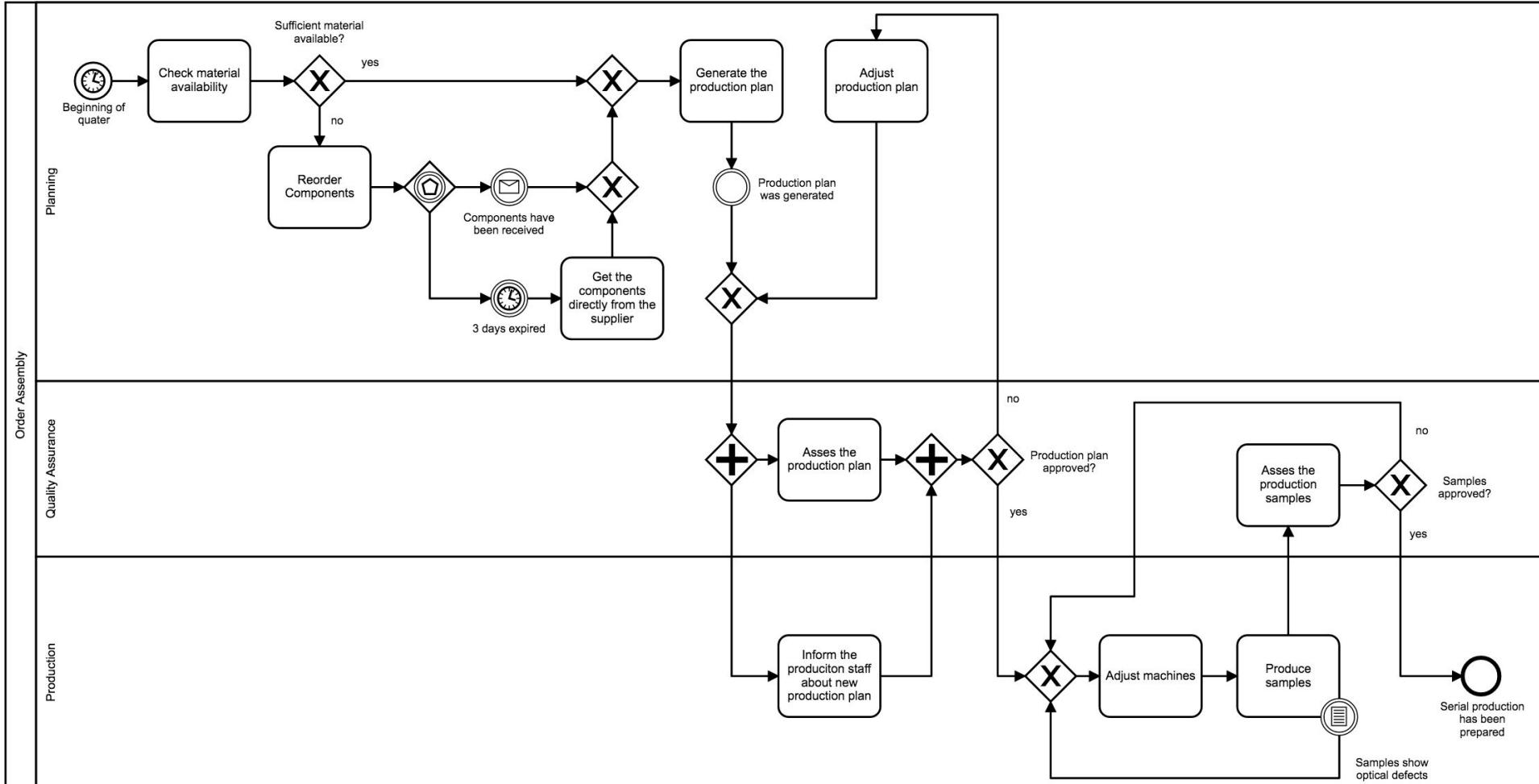
How complex does my process  
need to be?



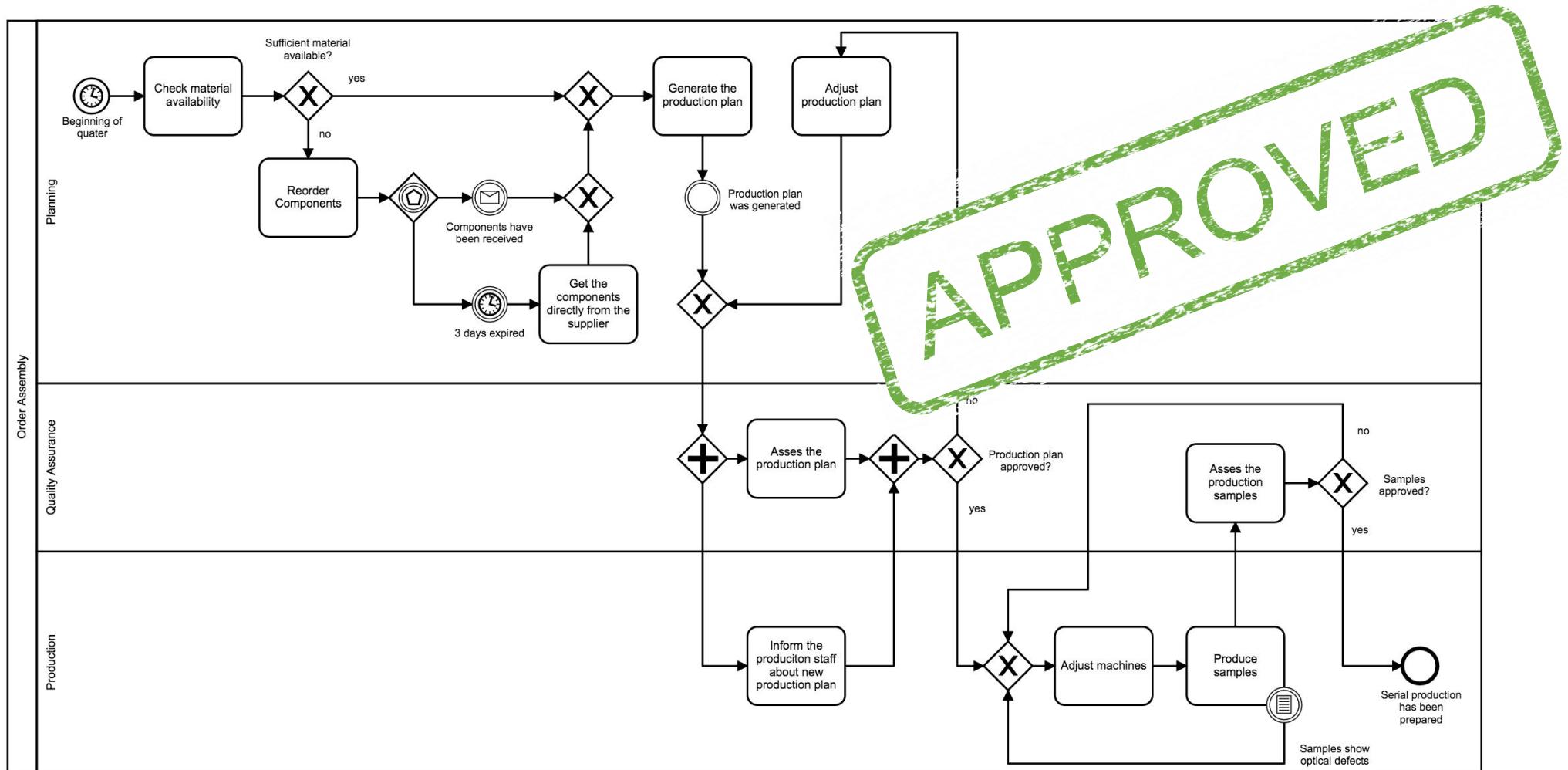
# Is the scope of this process ok?



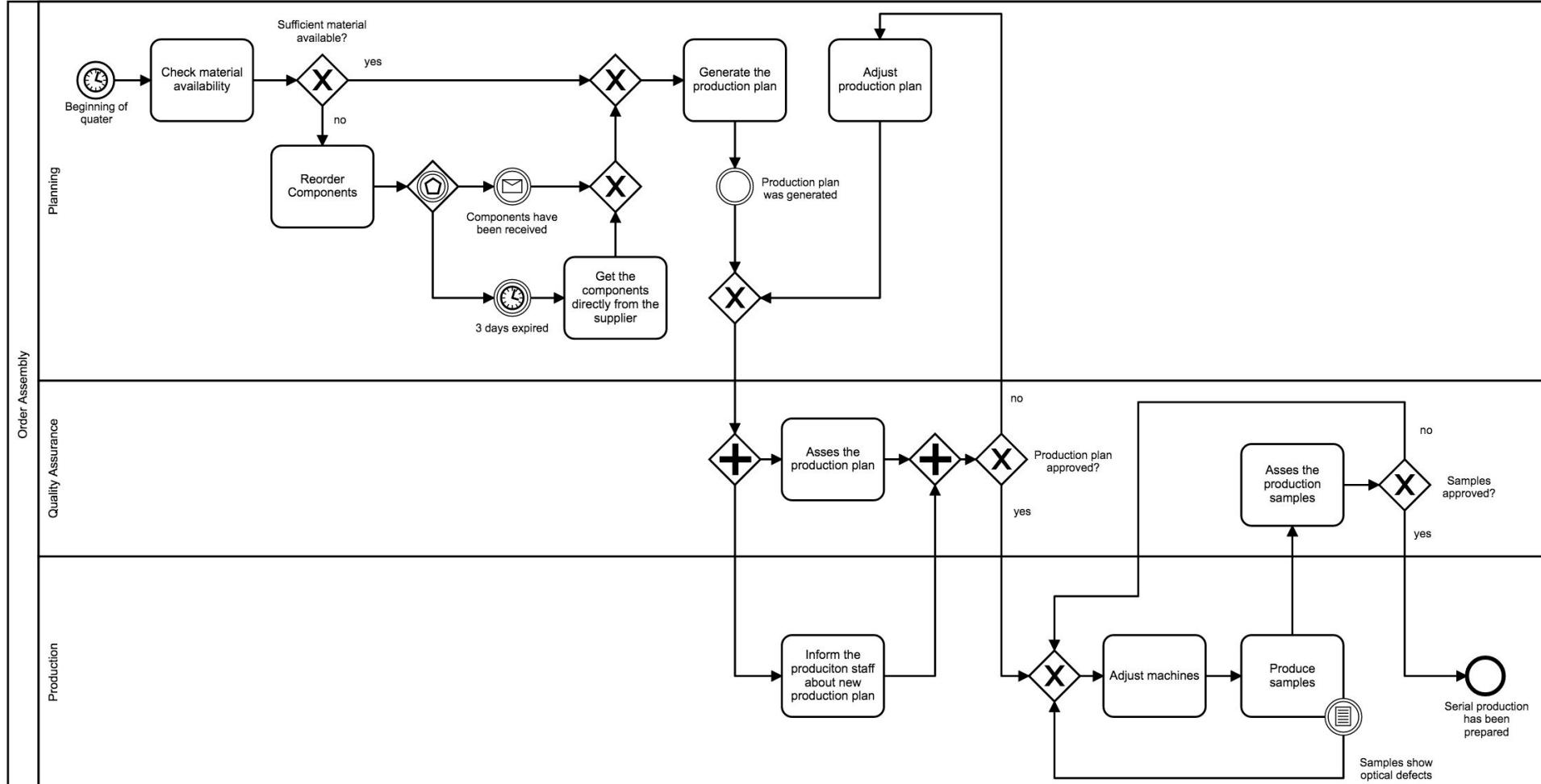
# Yes!



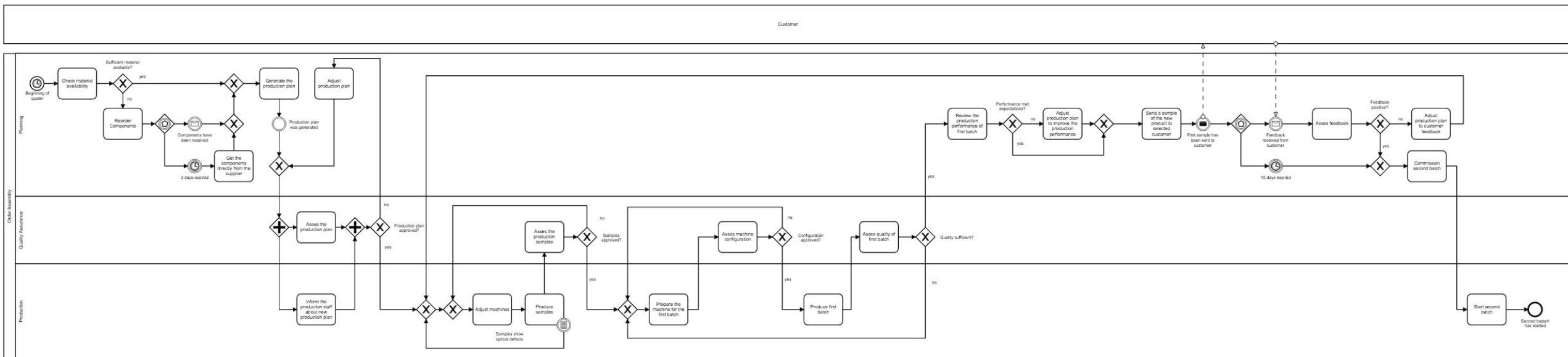
# Yes!



# This process contains 10 Tasks.

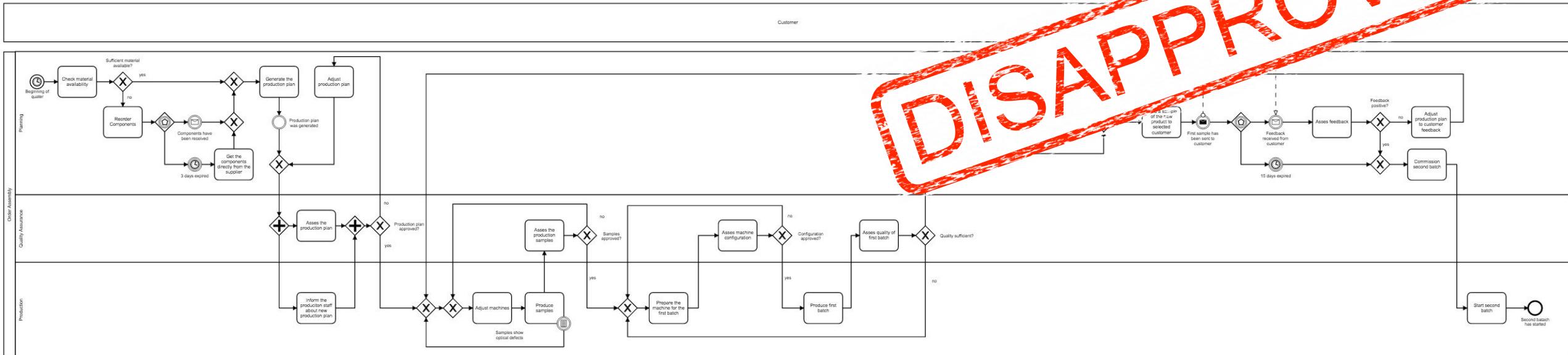


Best practice:  
Don't use more than 15 tasks for one process!



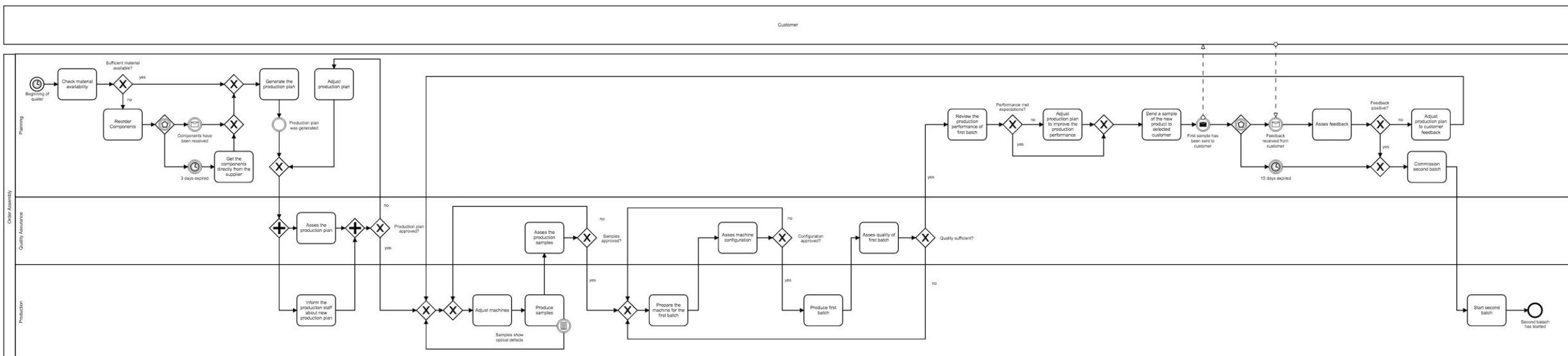
# process camp

**DISAPPROVED**



**When you create a process for business users try to apply the 15-tasks-rule.**

# What if we are not dealing with business users but technical users? 🤔



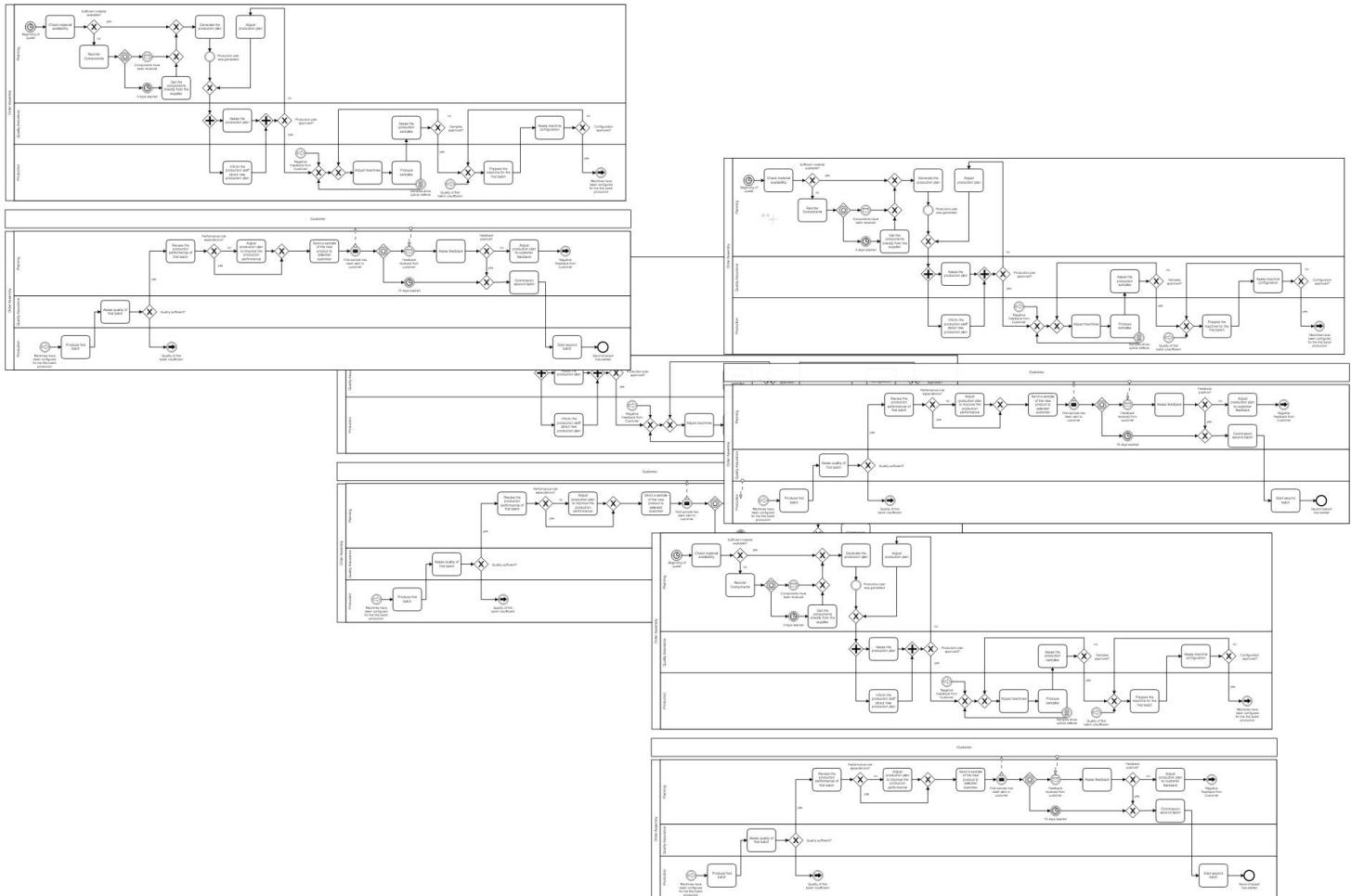
For example, define the requirements of an SAP system with my process?



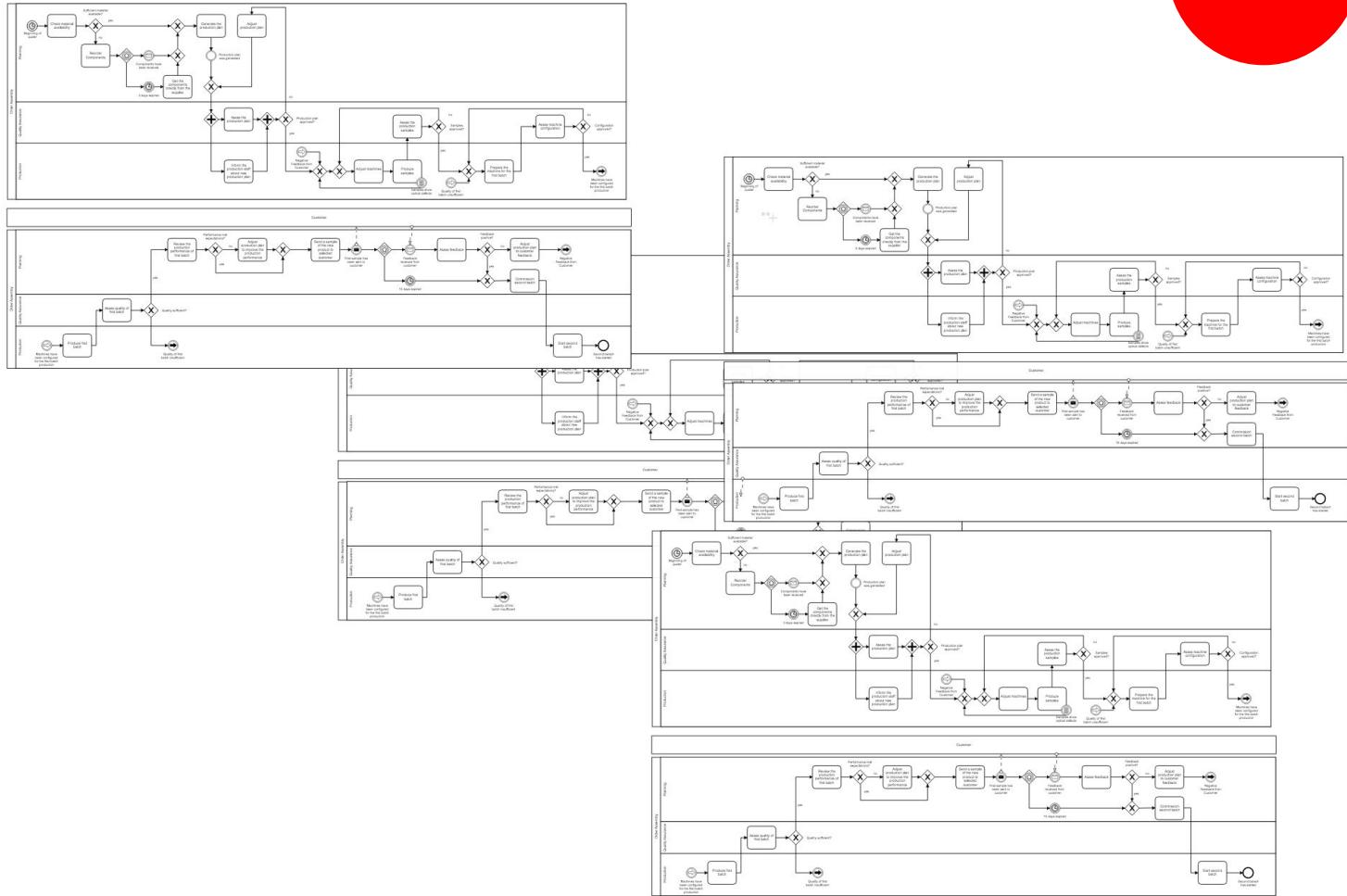
In that case, **more than 15 tasks** per process are ok.

Two very different scenarios.

What's the purpose of my process model?



process camp



process camp



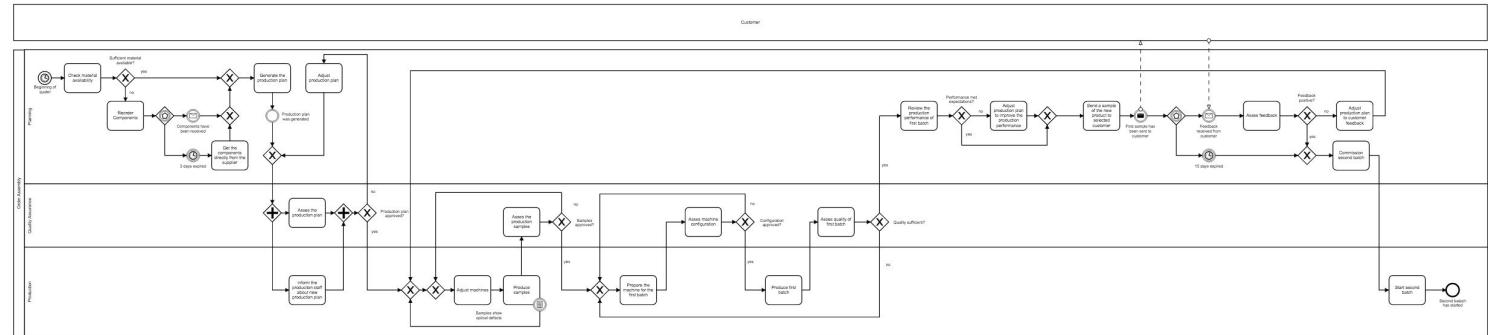
process camp

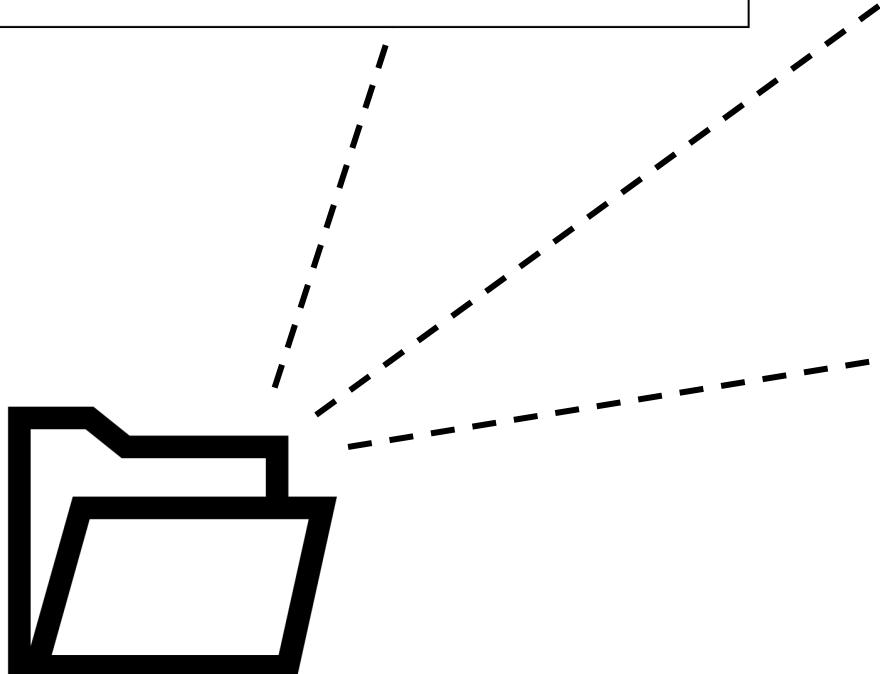
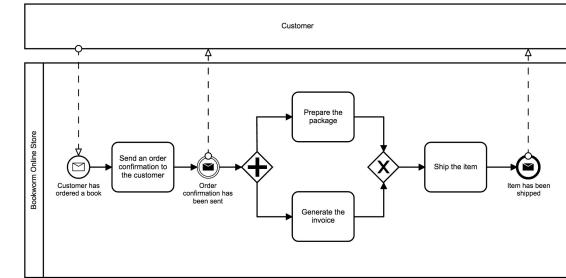
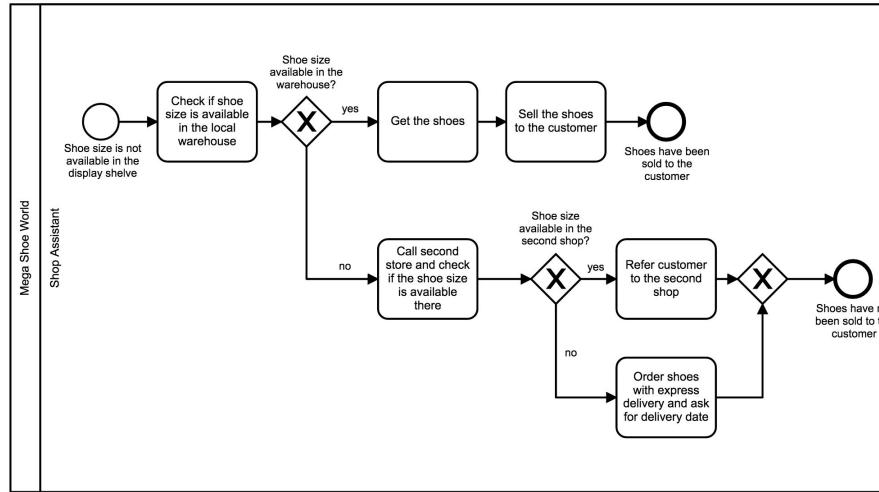
**Simply count all tasks of the process!**

?

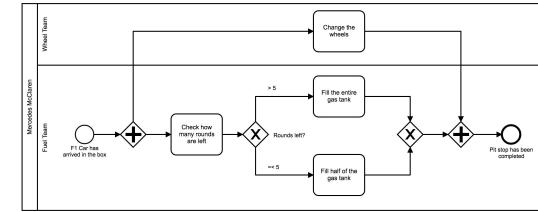
?

?





Knowledge base



process camp

```

    if (selectedScope.$eval(attr.ngSwitch) || attr.ngSwitchTranscudes != 0,
        selectedElements = 0,
        previousElements = 0,
        selectedScopes = 0);

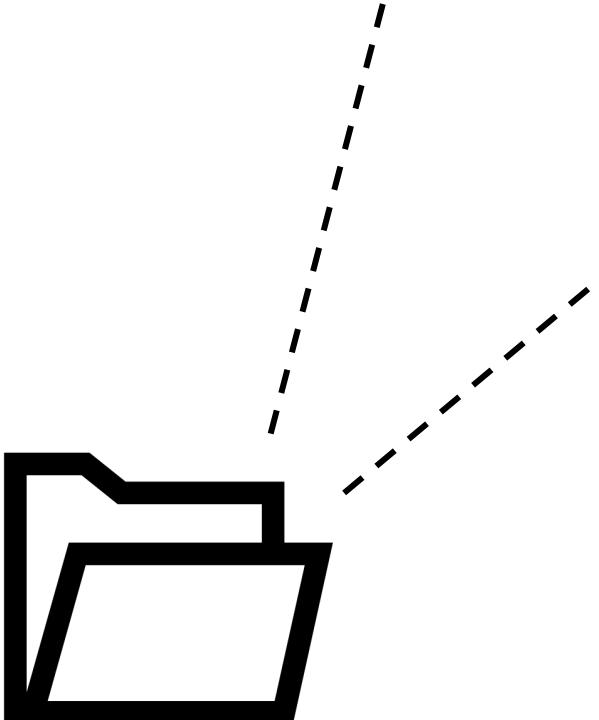
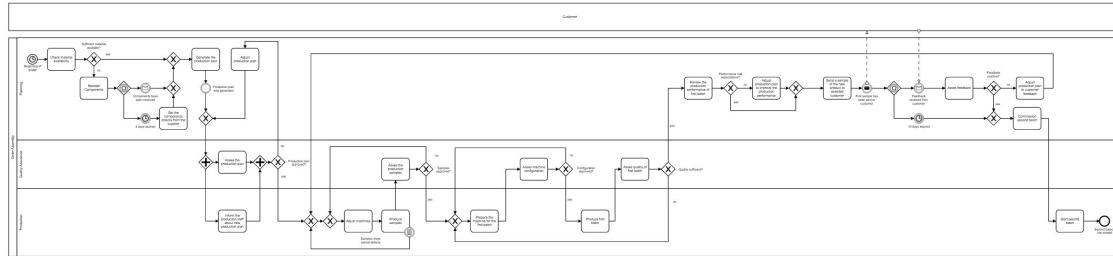
    scope.$watch(expr, function ngSwitch {
        var i, ii;
        for (i = 0, ii = previousElements.length;
            previousElements[i].remove();
        )
            previousElements.length = 0;

        for (i = 0, ii = selectedScopes.length;
            var selected = selectedElements[i];
            selectedScopes[i].$destroy();
            previousElements[i] = selected;
            $animate.leave(selected, function() {
                previousElements.splice(i, 1);
            });
        )

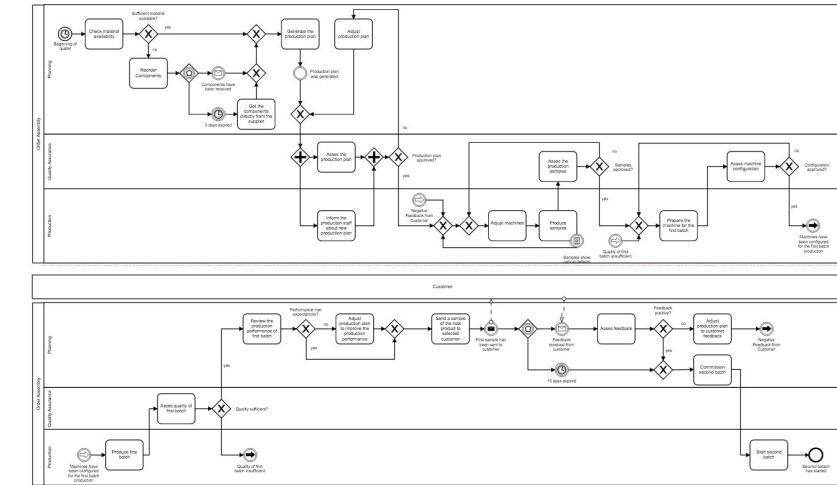
        selectedElements.length = 0;
        selectedScopes.length = 0;

        if ((selectedTranscudes = ngSwitchController
            scope.$eval(attr.change));
            forEach(selectedTranscudes, function(selectedScope) {
                var selectedScope = scope.$new();
                selectedScopes.push(selectedScope);
            });
        )
    });
}

```



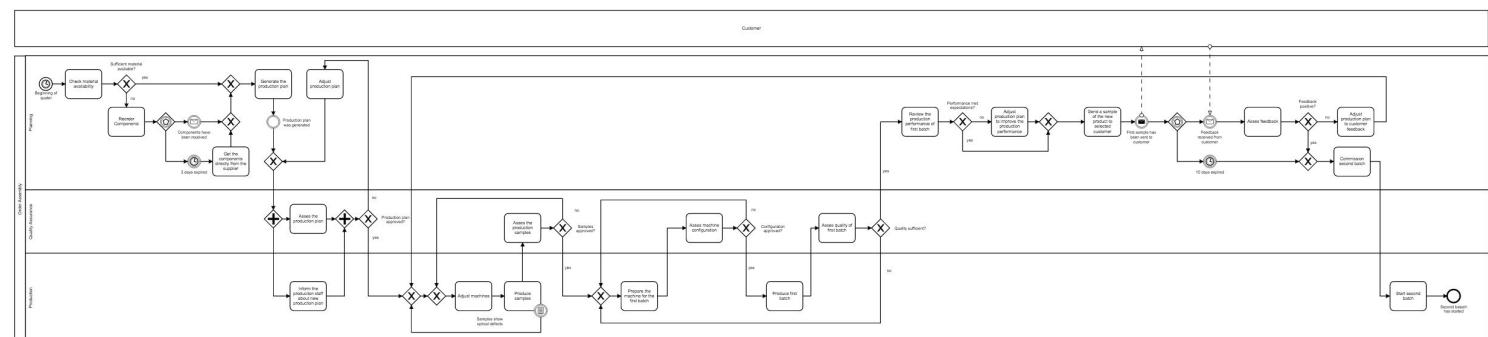
## Requirements Engineering



**Express valuable information to a business user?**

Define the behaviour of an IT system?

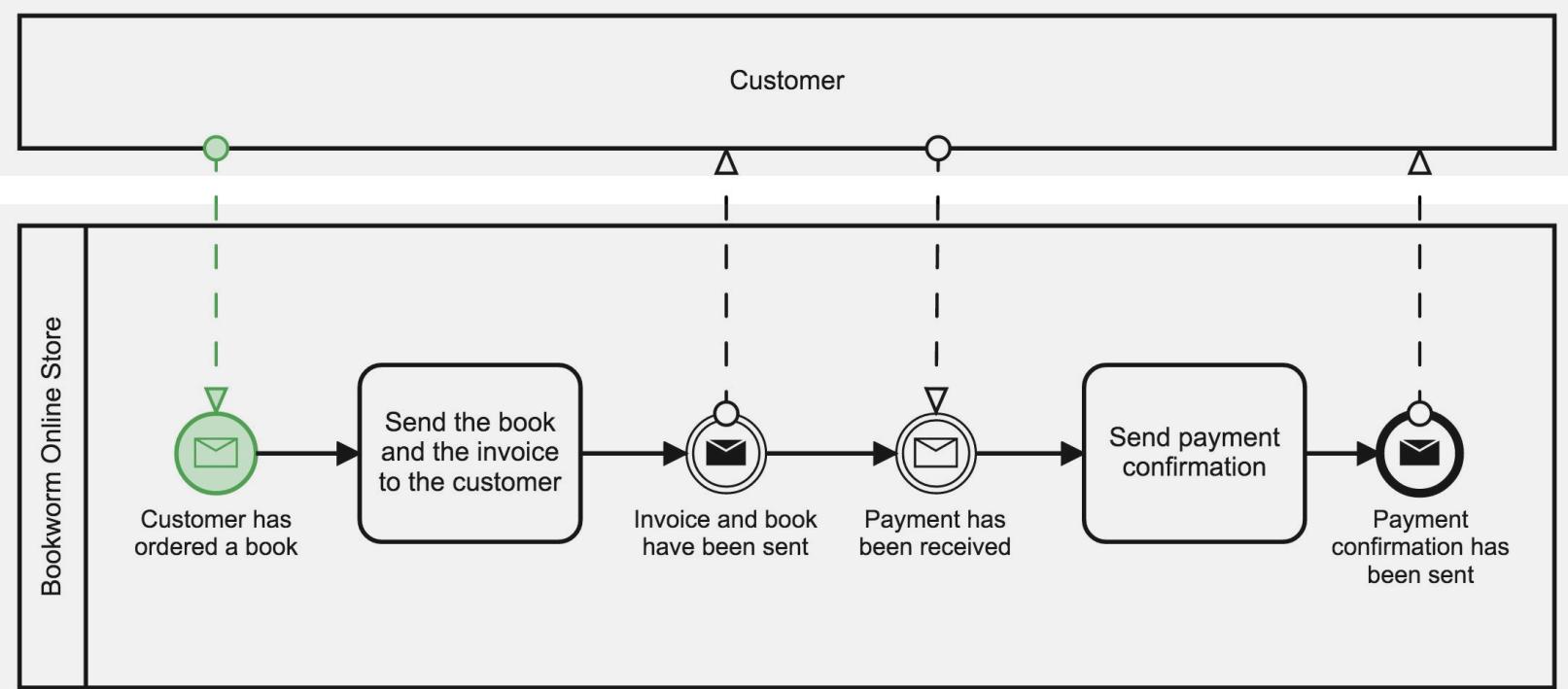
Define a process for audits?

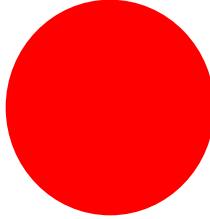


# process camp

# Collapsed Pool

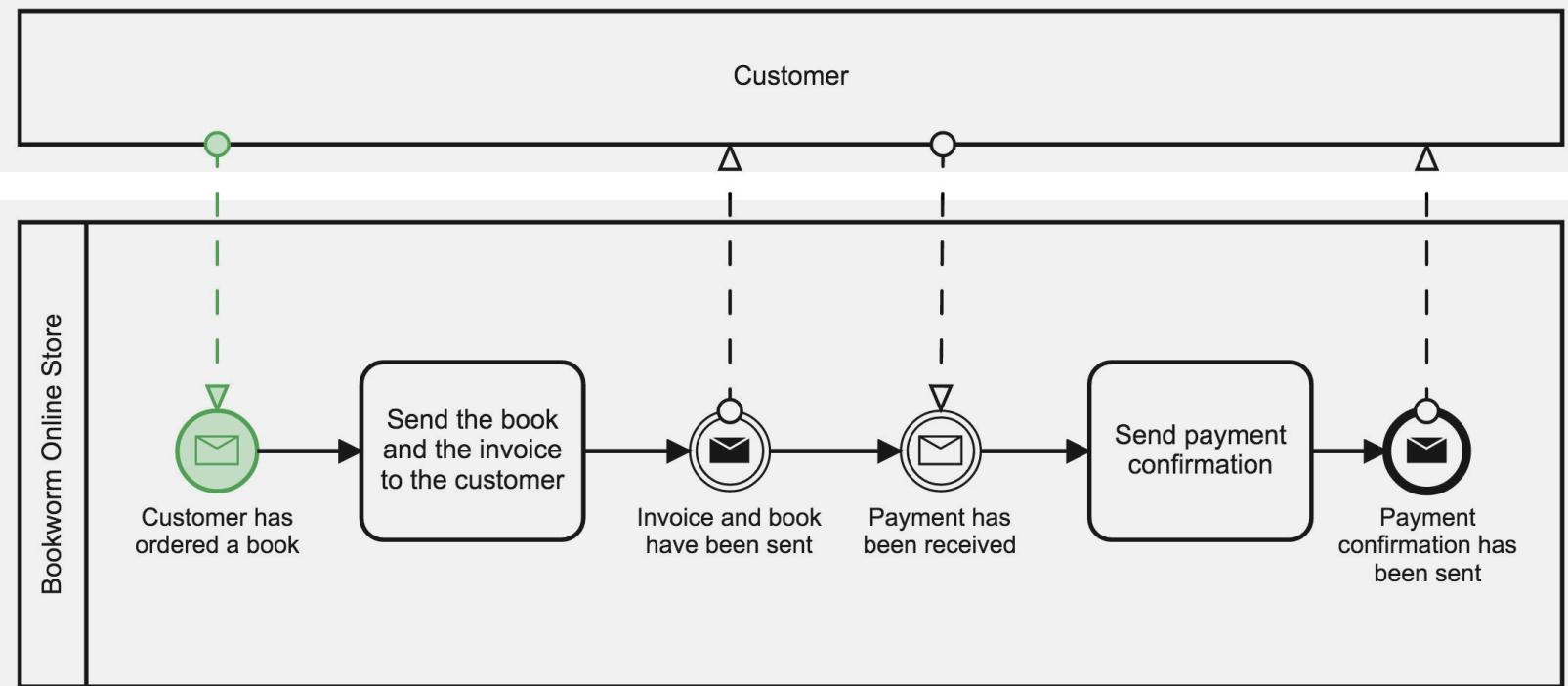
## Pool





# Collapsed Pool

## Pool



Wait, a business user may just have more than 15 tasks. 

You will learn two methods to **effectively structure** processes in the following.

# Best Practice Scoping:

- Try to use not more than 15 tasks for one process.



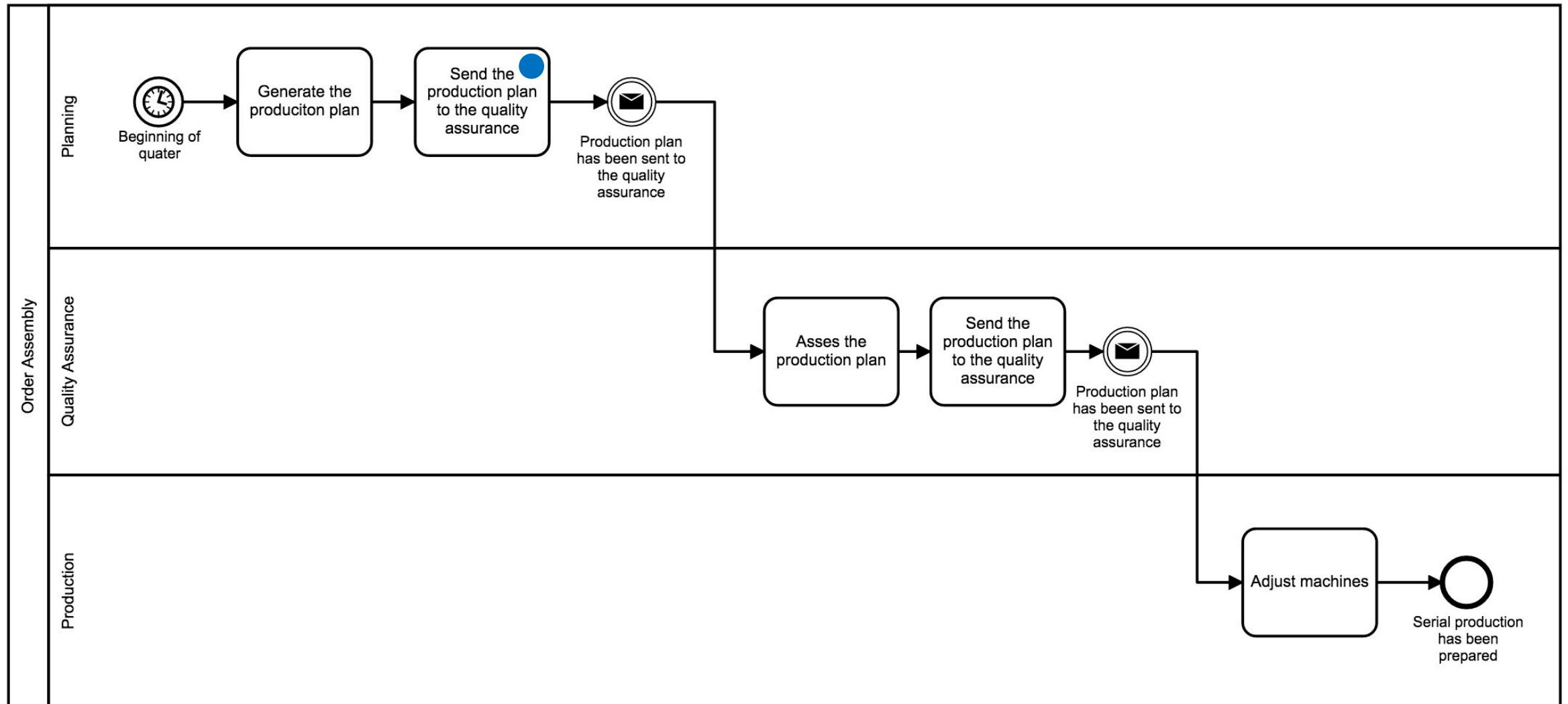
A blurred background photograph of a group of six people (three men and three women) sitting around a table in what appears to be a library or study room. They are all looking down at the table, which is covered with various papers, books, and a laptop. The scene conveys a sense of focused collaboration and teamwork.

# Collaboration

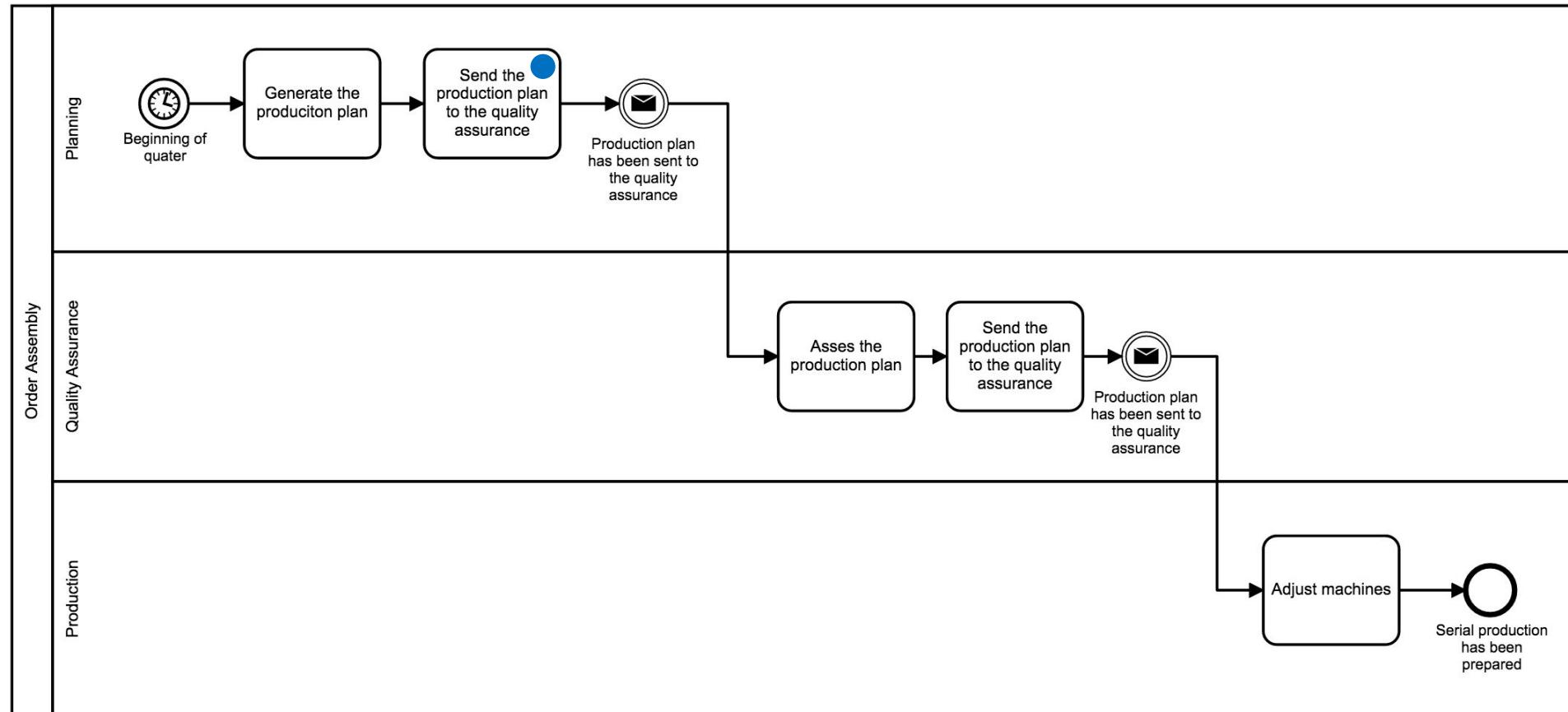
# Best Practices Set

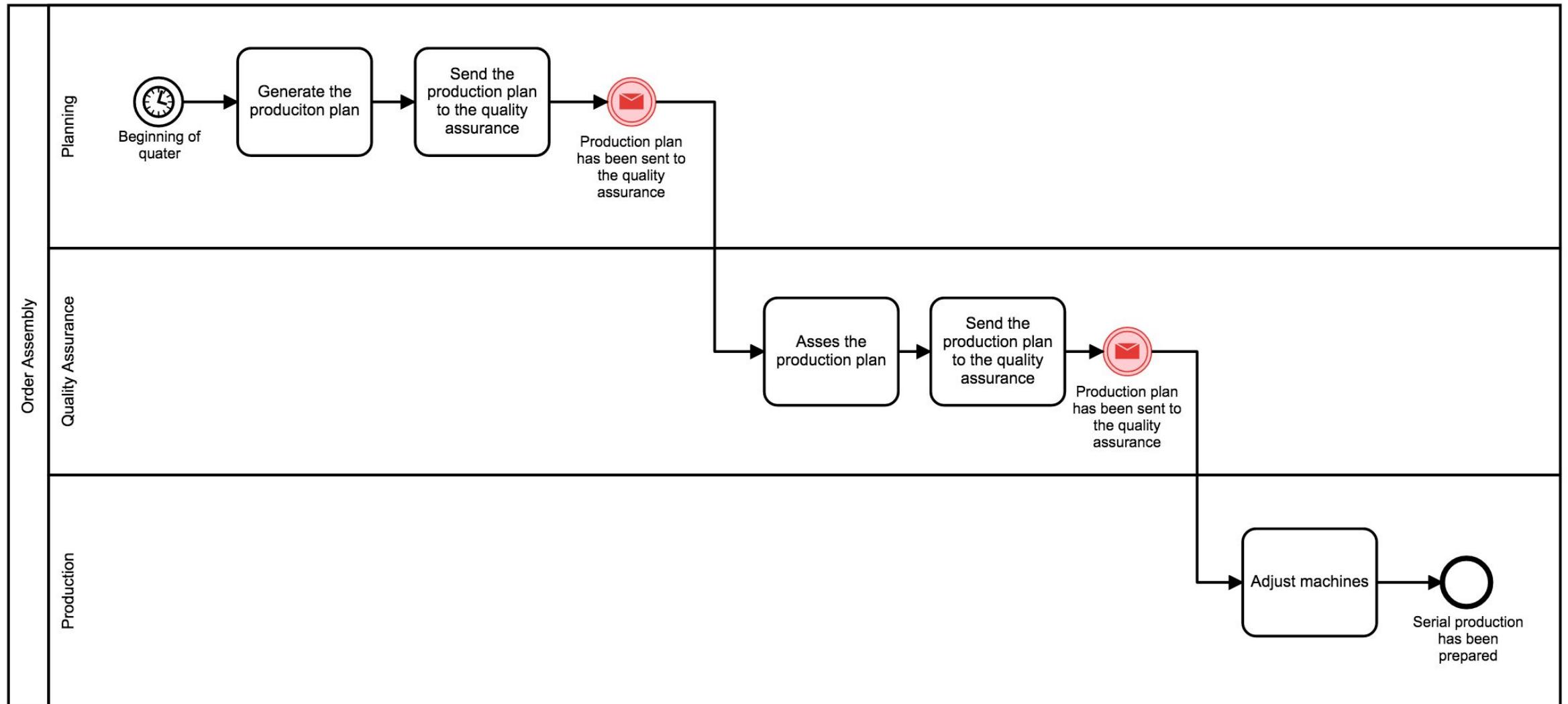
Scoping

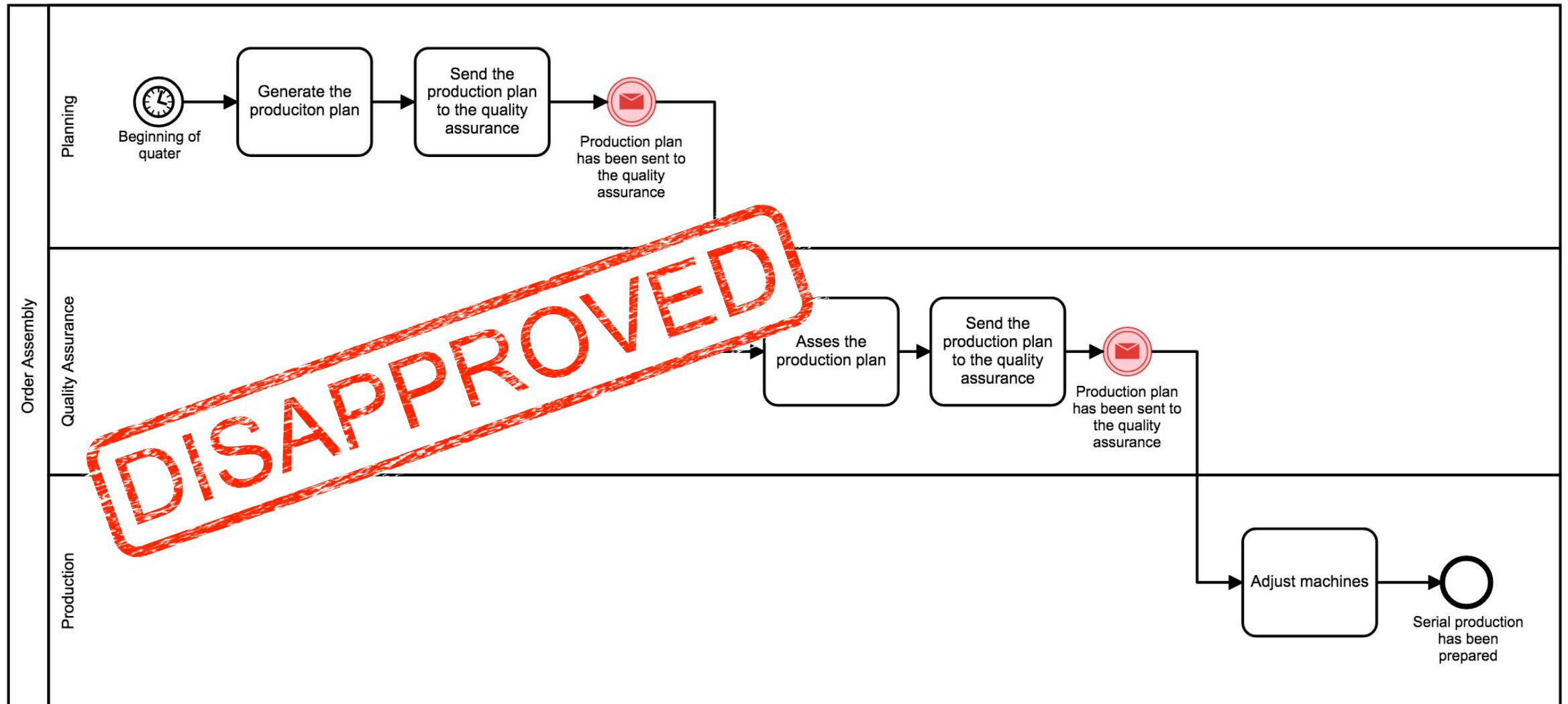
Collaboration

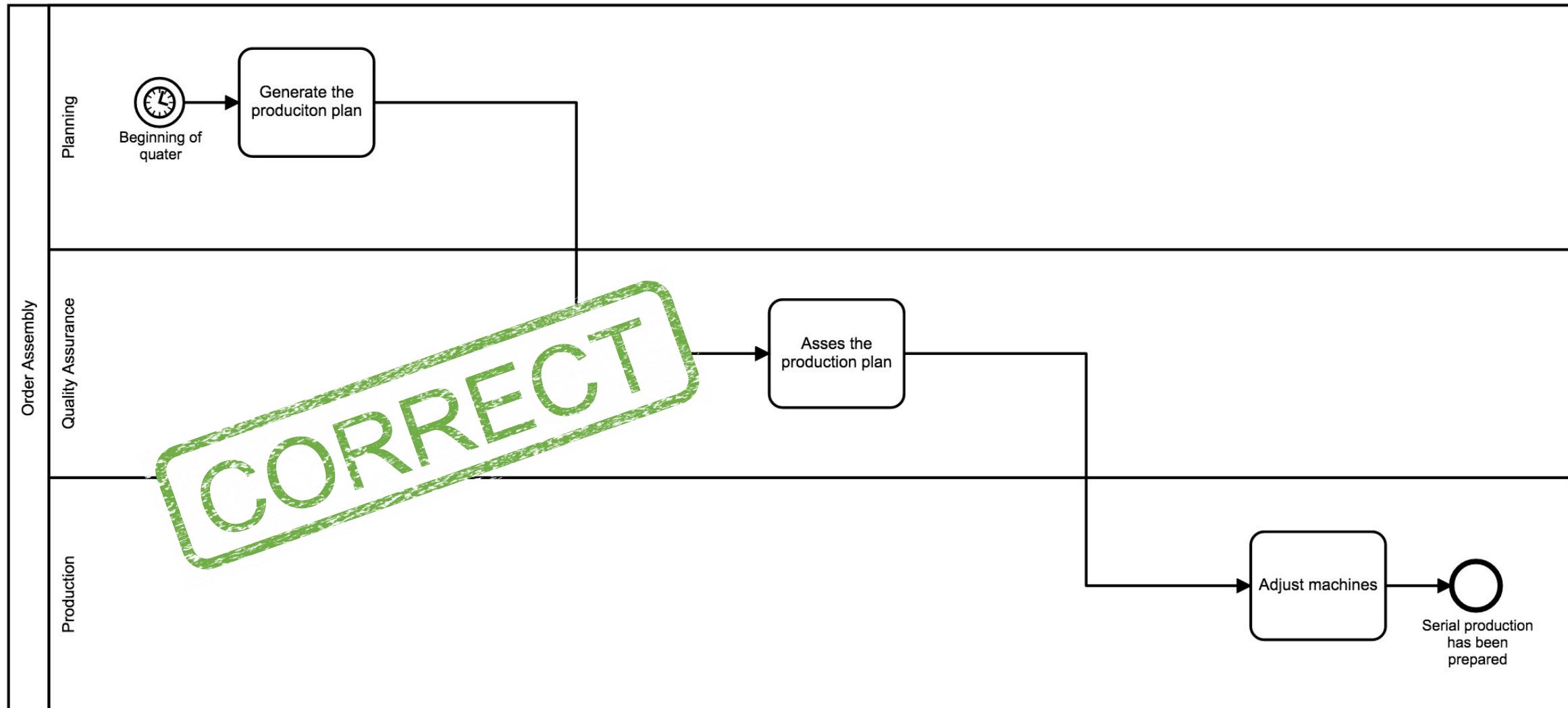


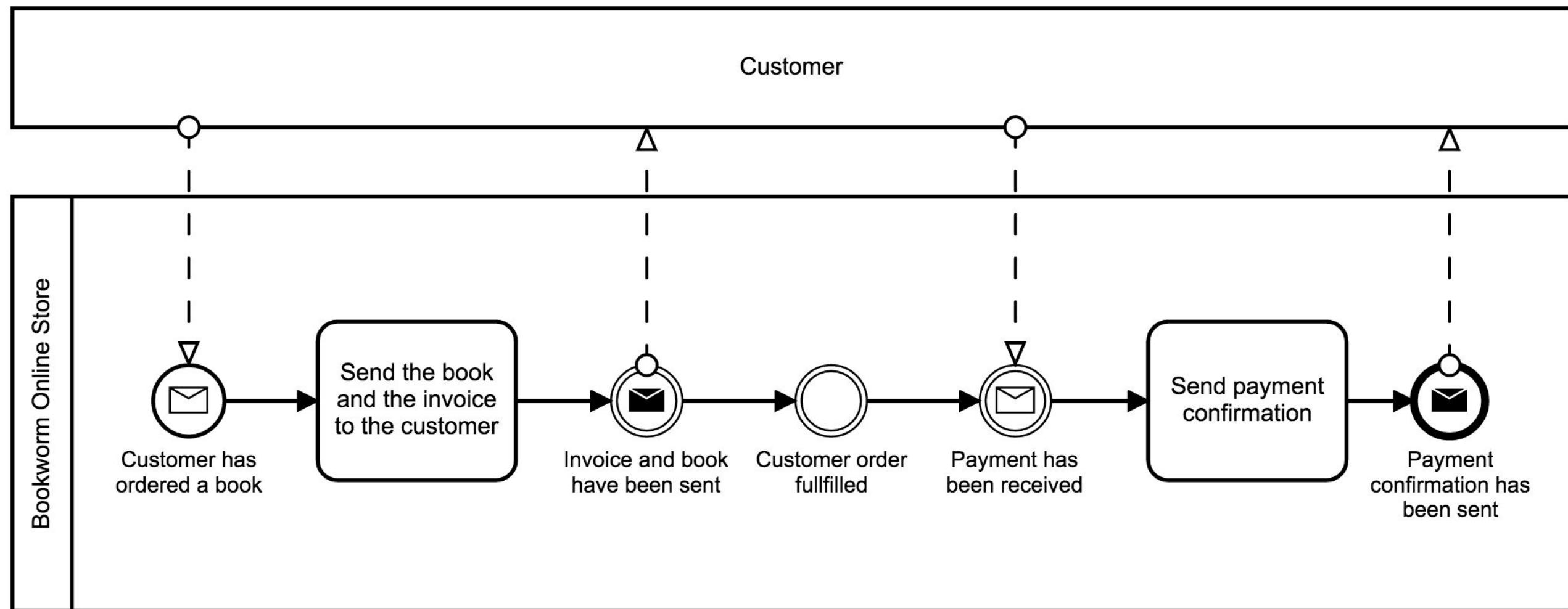
# For handovers within one organisation, we do not use the message event.

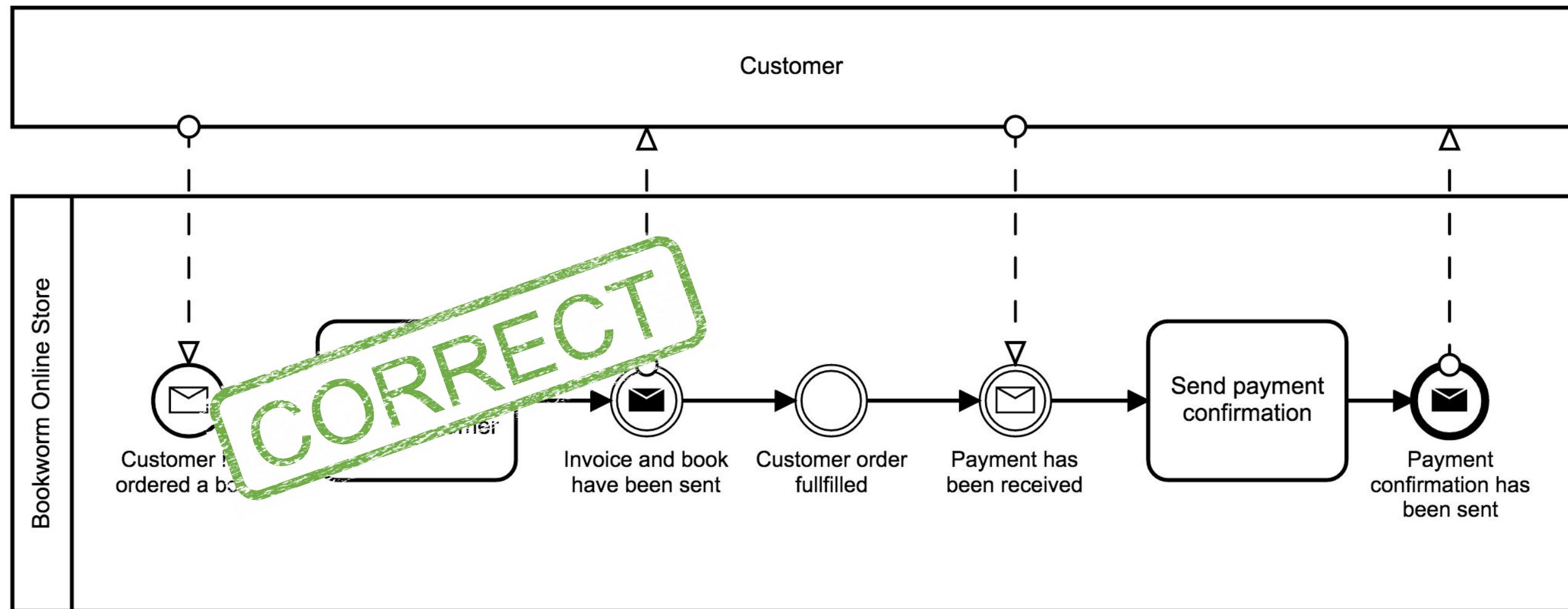












# Best Practice Collaboration:

- Sequence flows, for collaboration within one pool use.
- Message event, for collaboration between pools use the



# Naming Conventions

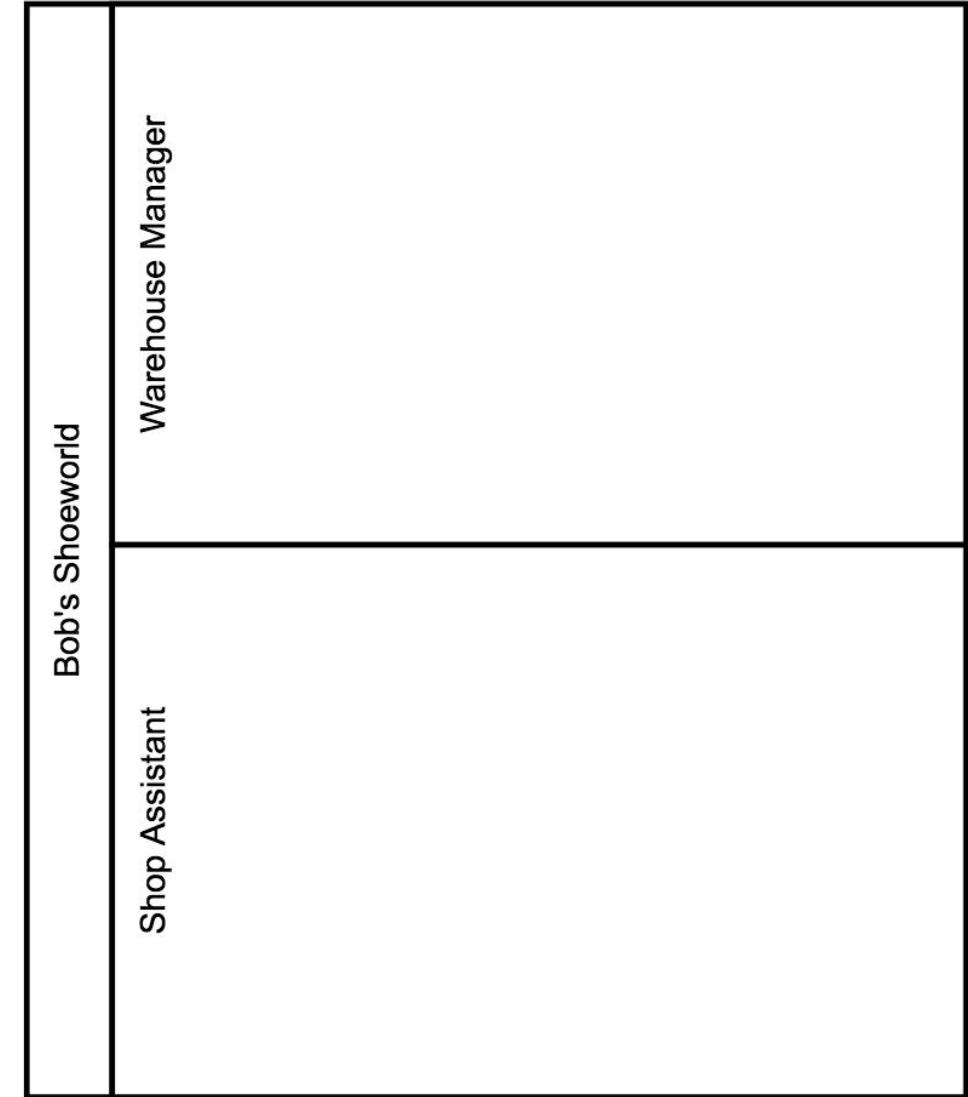
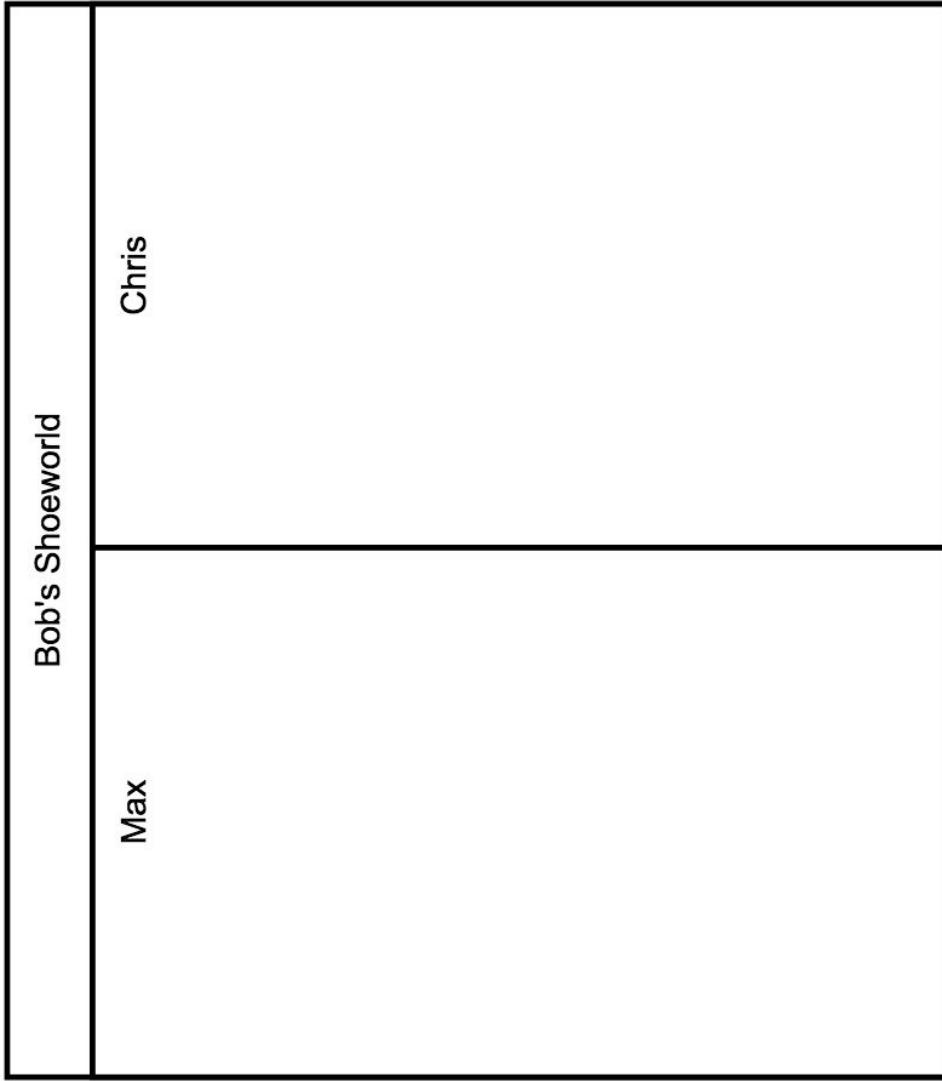


# Best Practices Set

Scoping

Collaboration

Naming Conventions



process camp



process camp

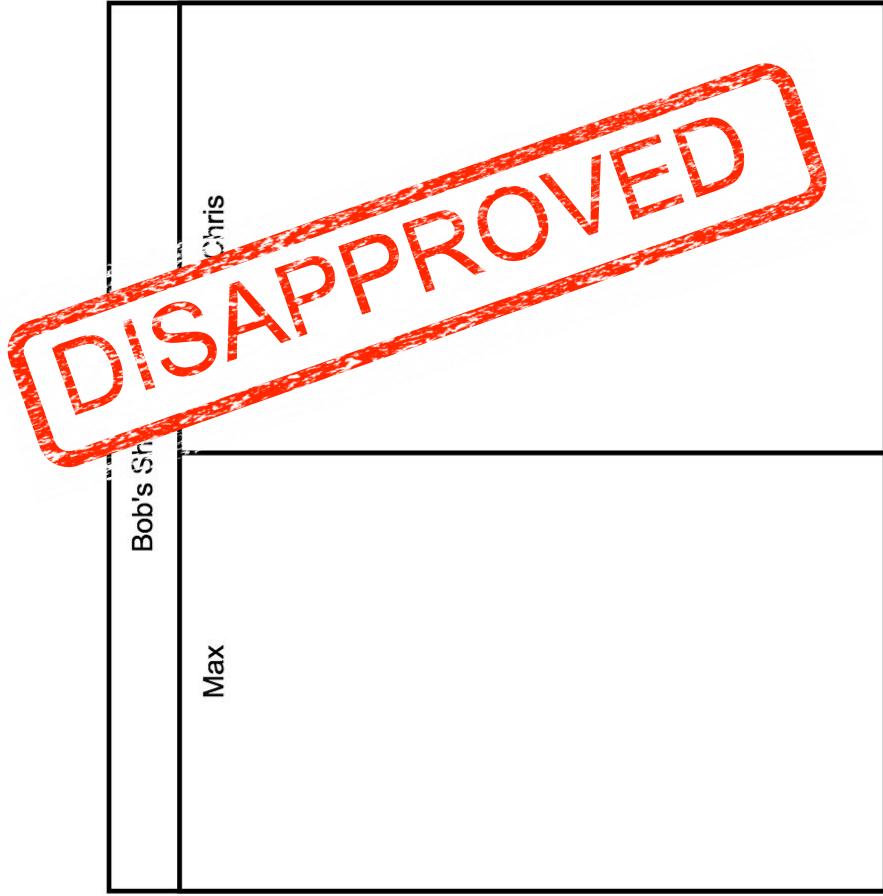


process camp



process camp

# What happens if Max leaves?



Shoe size check

Check if the  
shoe size is  
available



# Use verbs to name tasks!





Send payment  
reminder



Payment  
reminder has  
been sent

# Label events with a passive description



Send payment  
reminder



Payment  
reminder has  
been sent

# Best Practice Naming:

- Don't use names to label pools, use general terms (role, department, team etc.)
- For tasks use an active naming style, for events a passive one.



A close-up photograph of a running track surface. The surface is composed of reddish-brown dirt with small black and green pebbles. A single, sharp white lane line curves from the bottom left towards the top right across the frame. The background is slightly blurred.

**Consistent Flow**

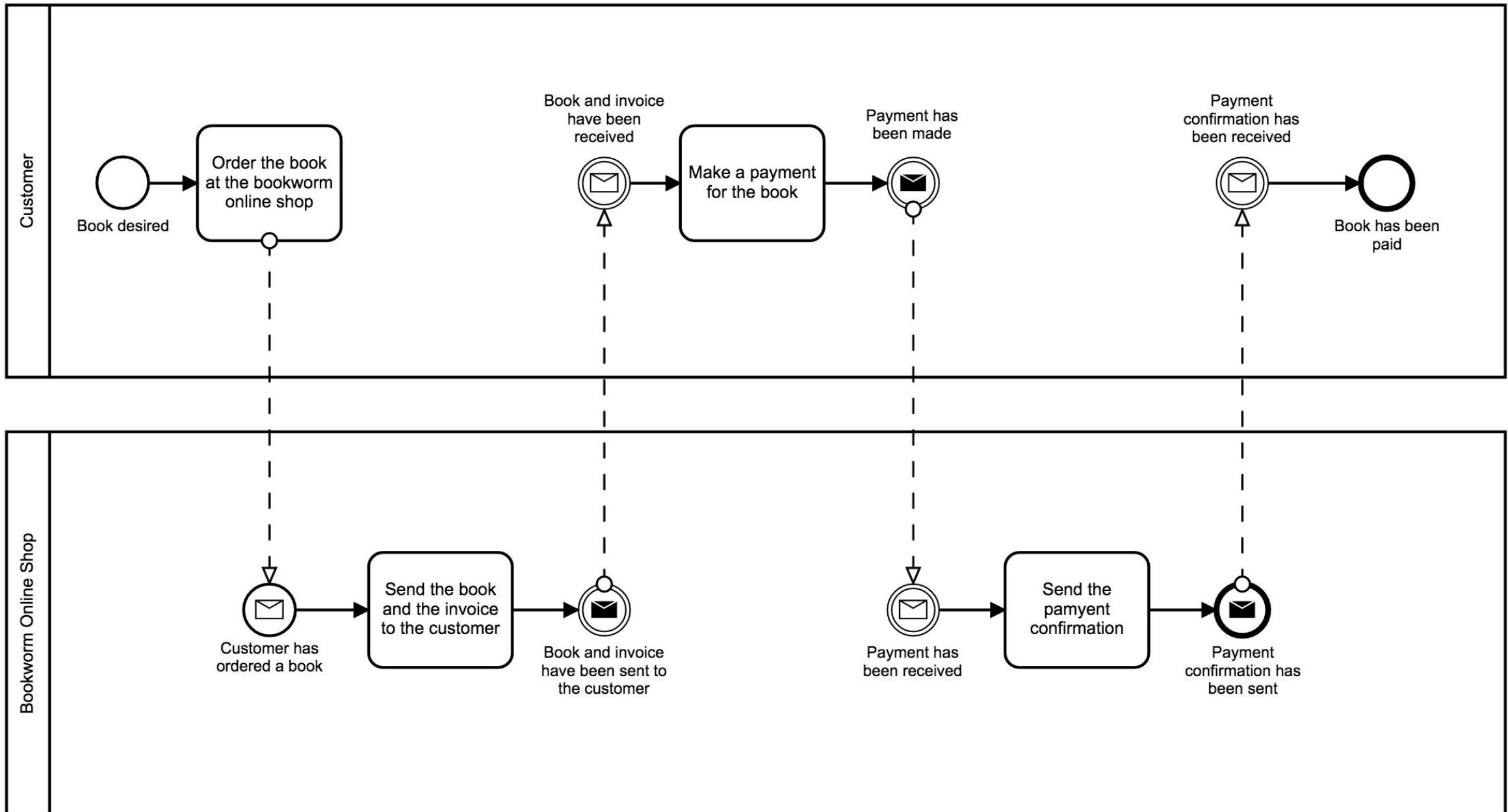
# Best Practices Set

Scoping

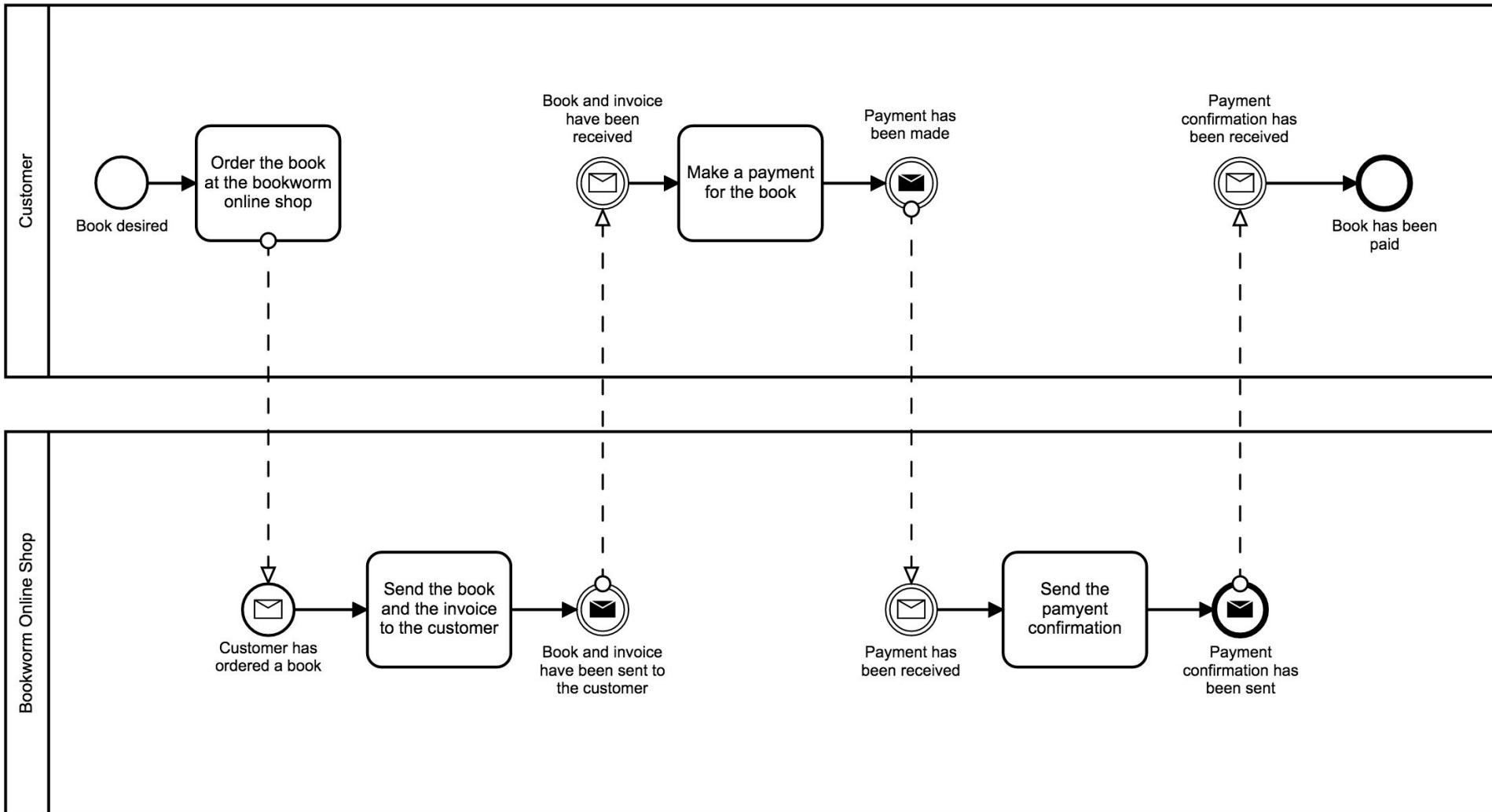
Collaboration

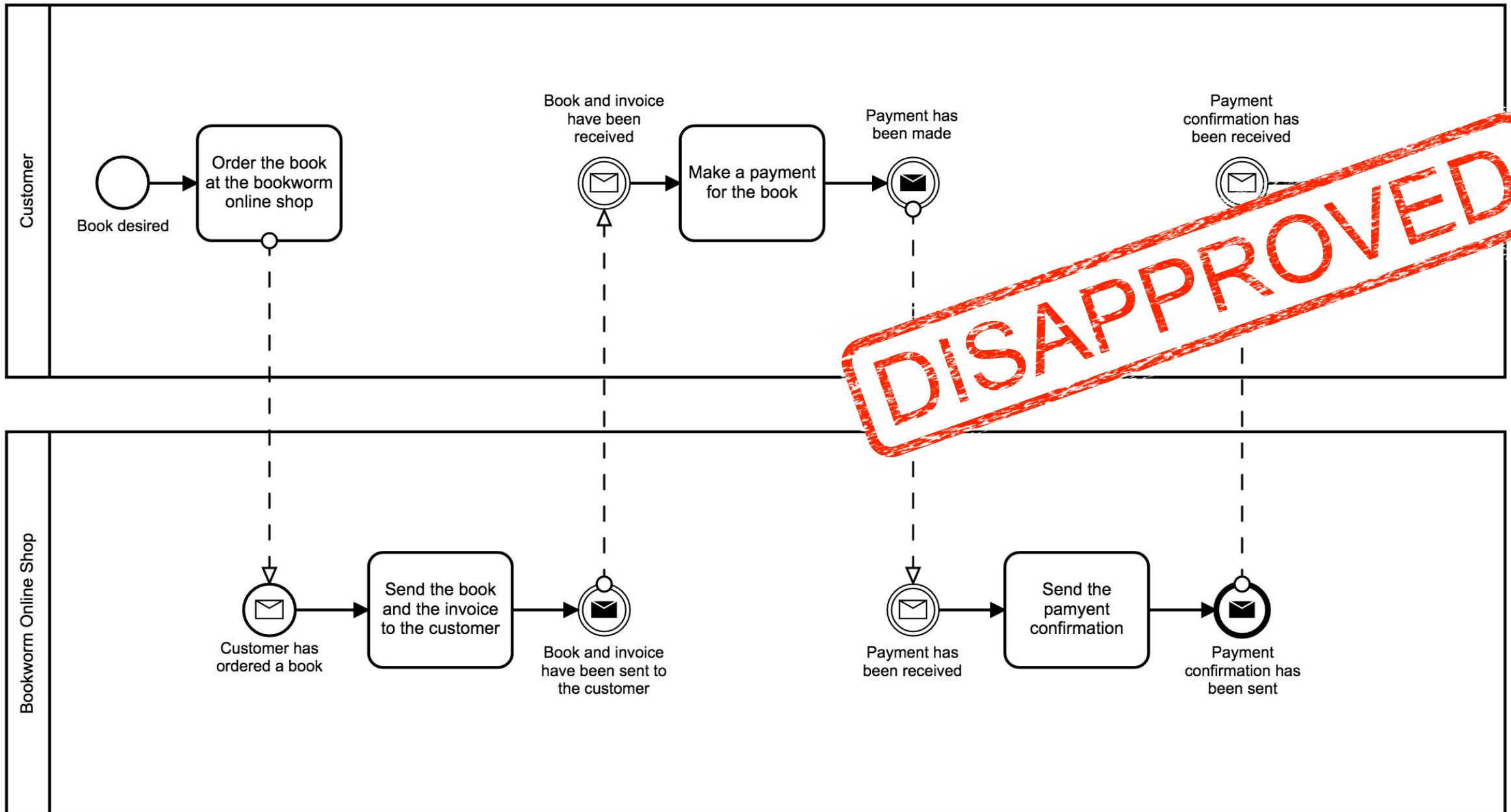
Naming Conventions

Consistent Flow

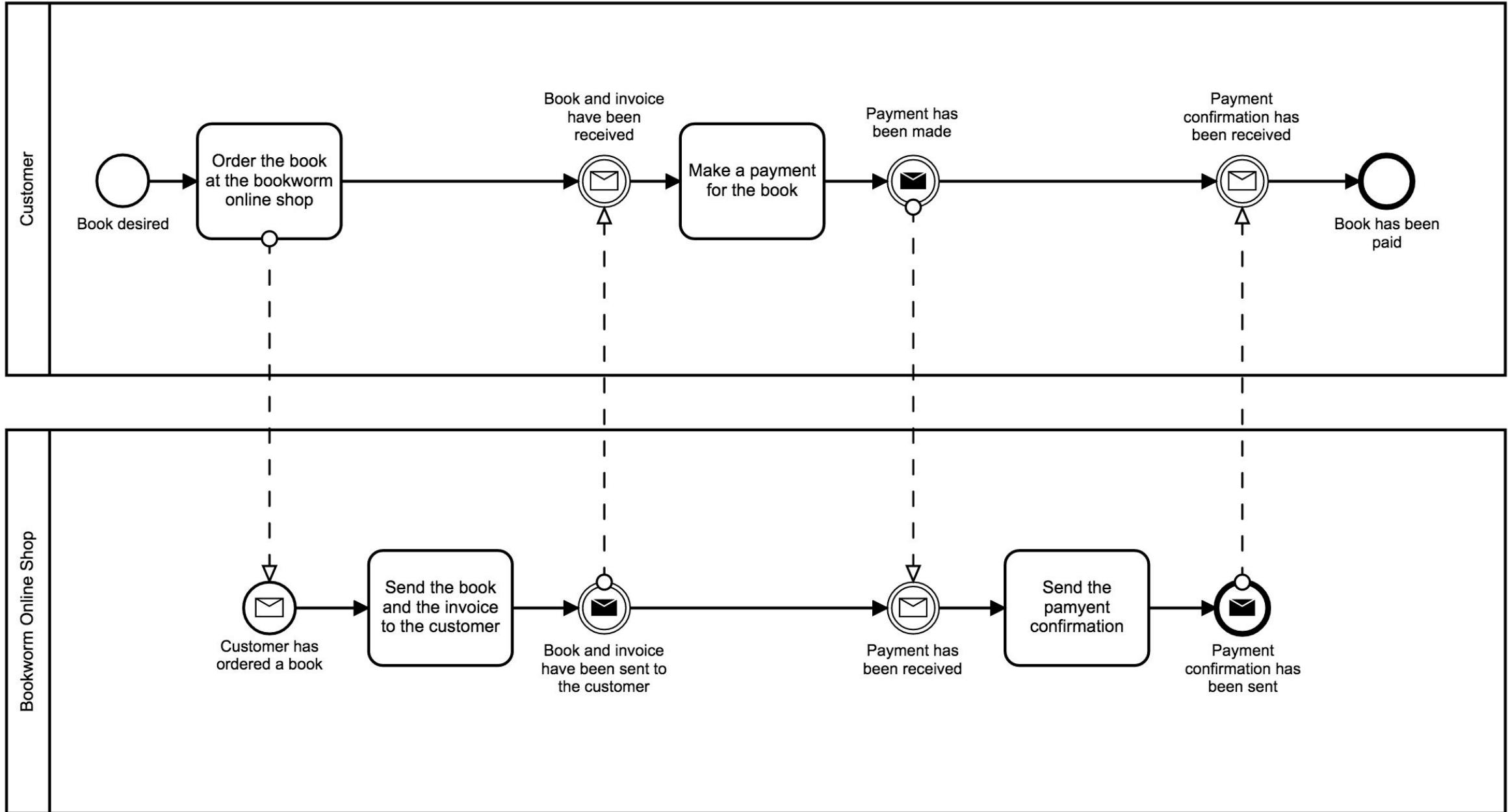


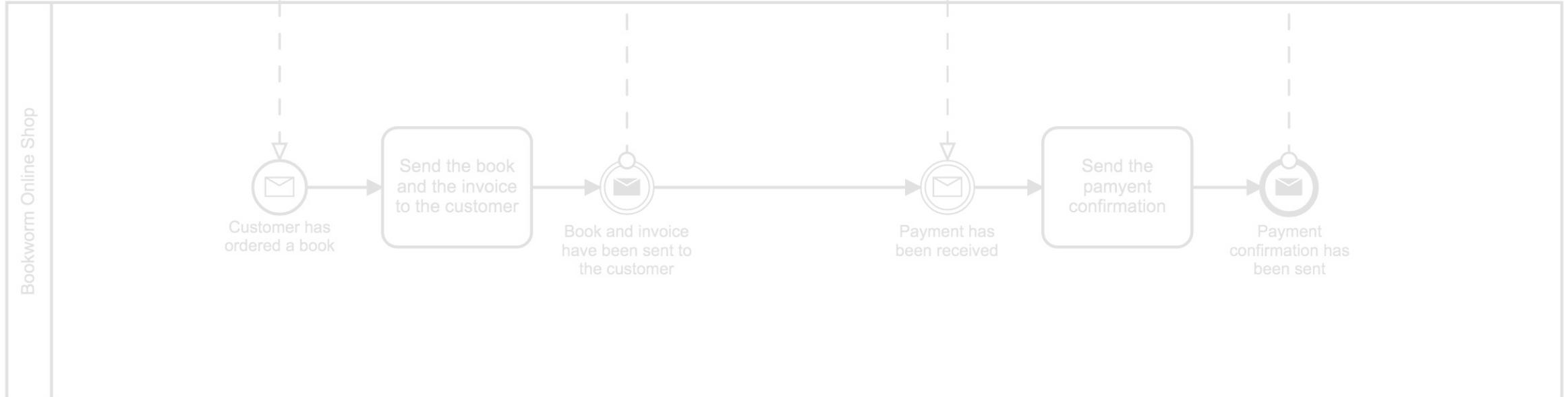
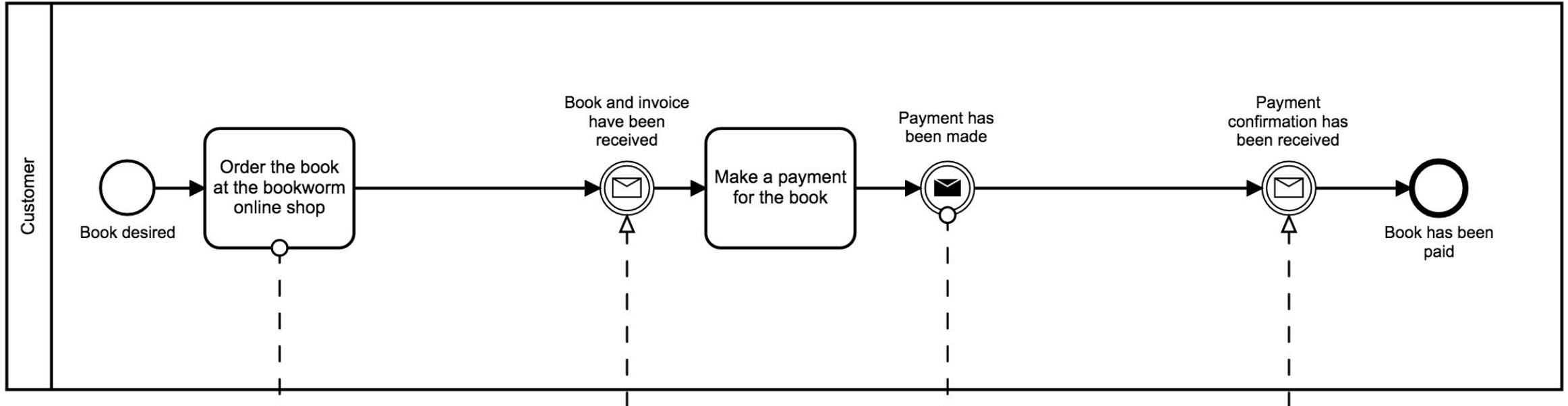
# Improve the customer journey

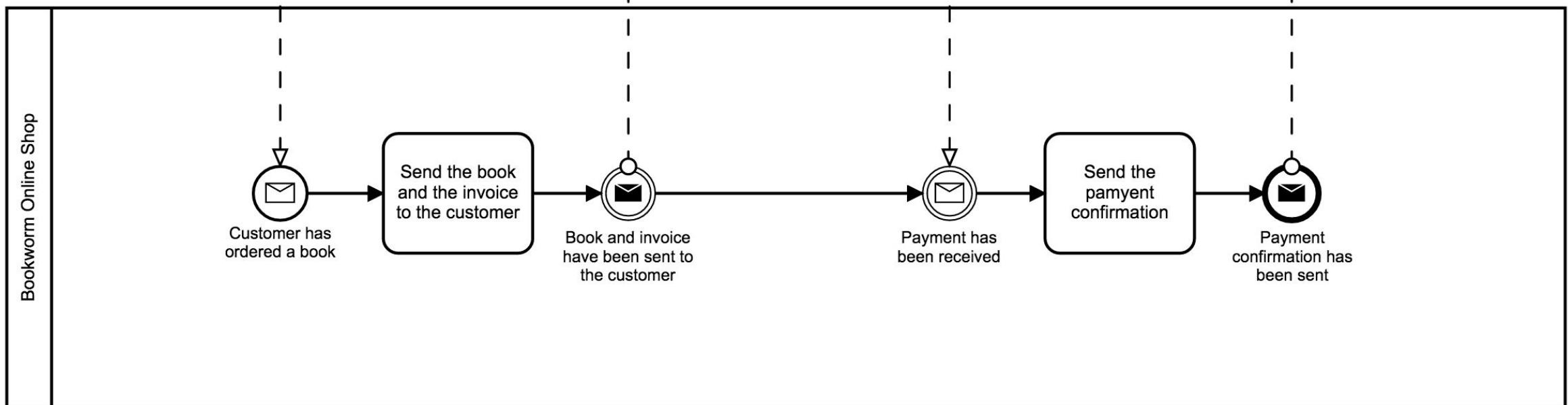
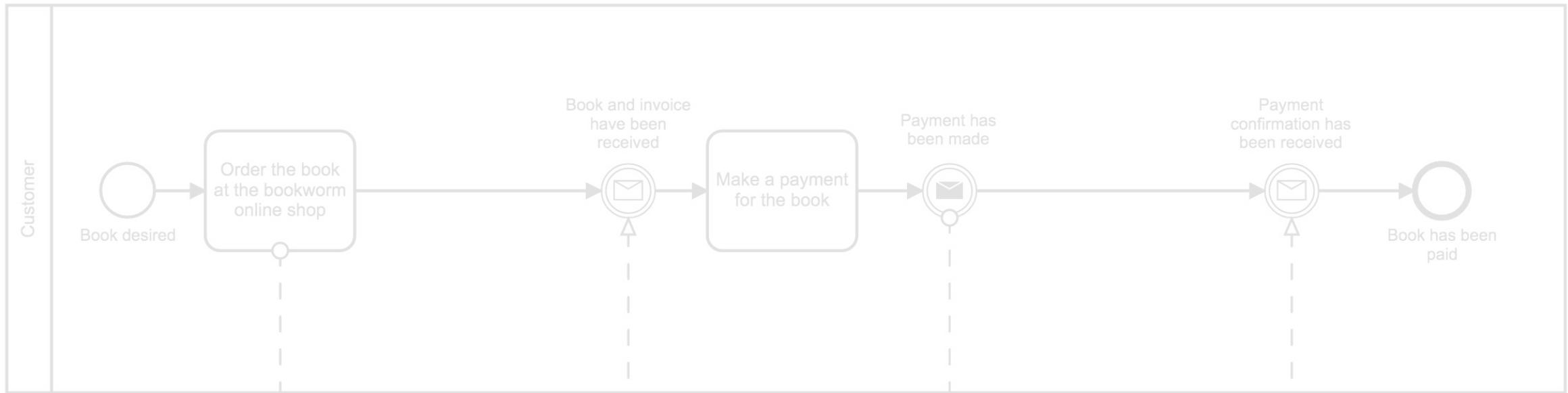


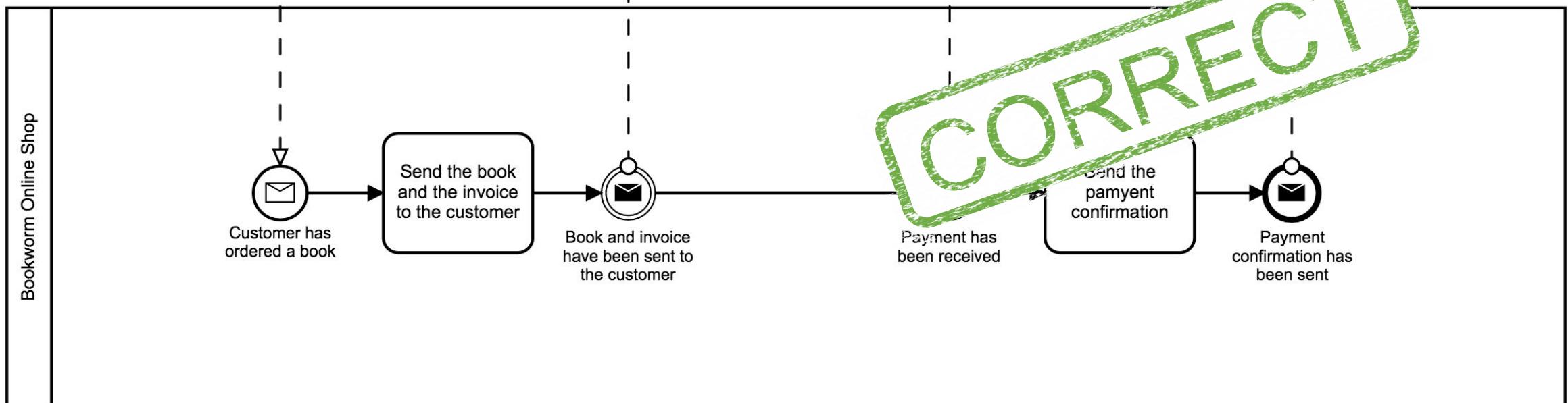
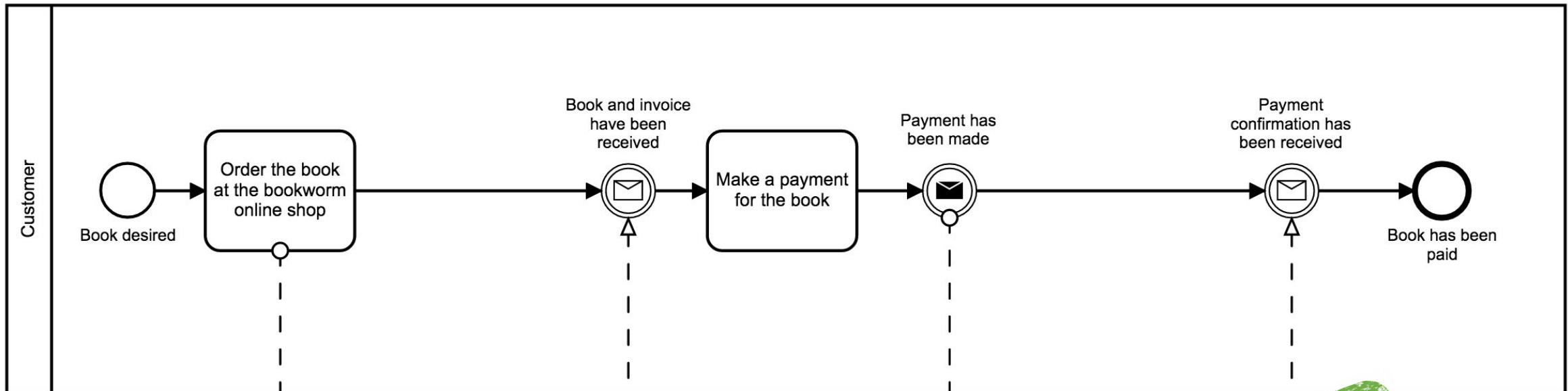


From the **start** until the **end** event, the sequence flow must not be interrupted **within one pool!**

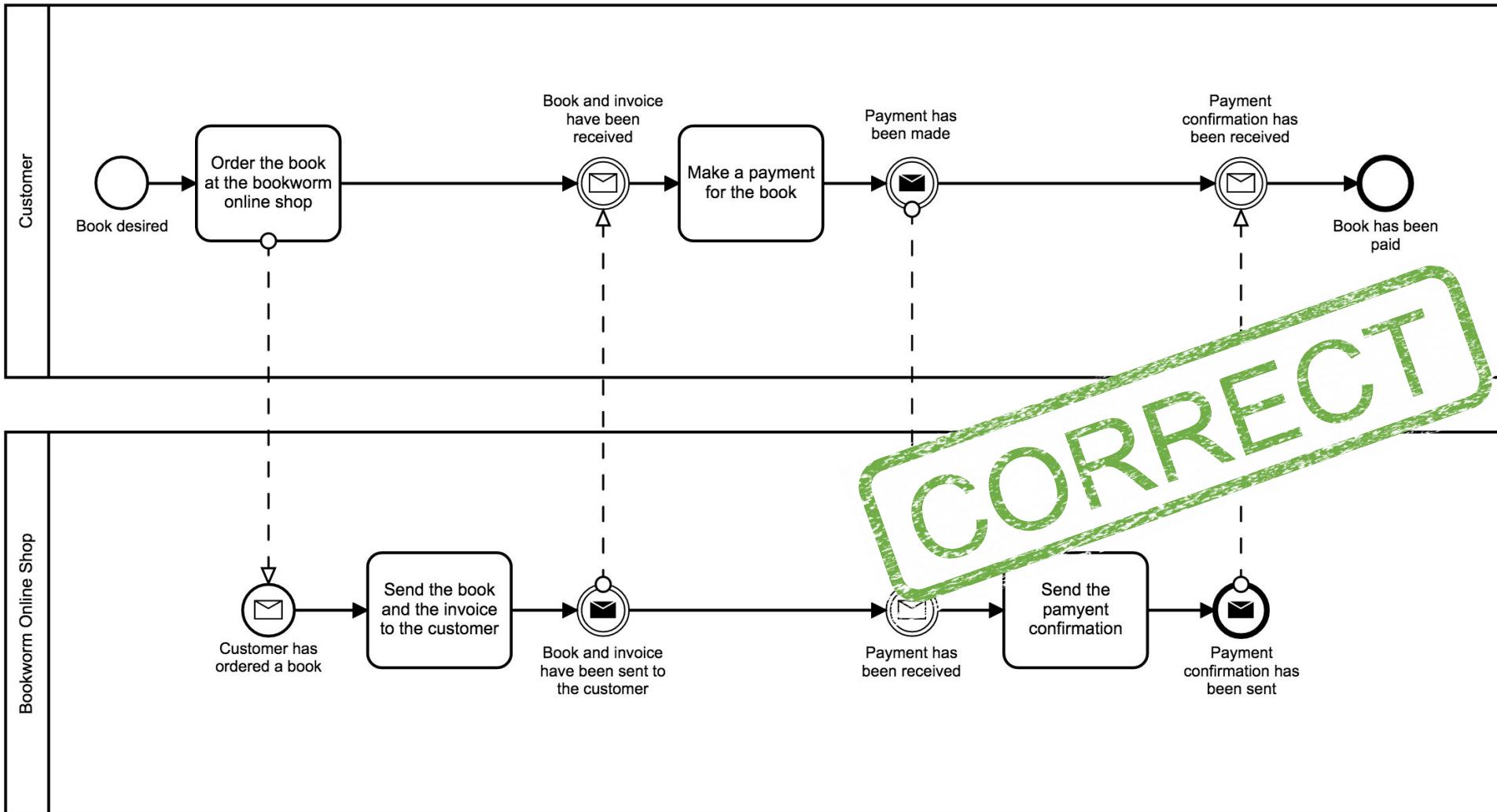


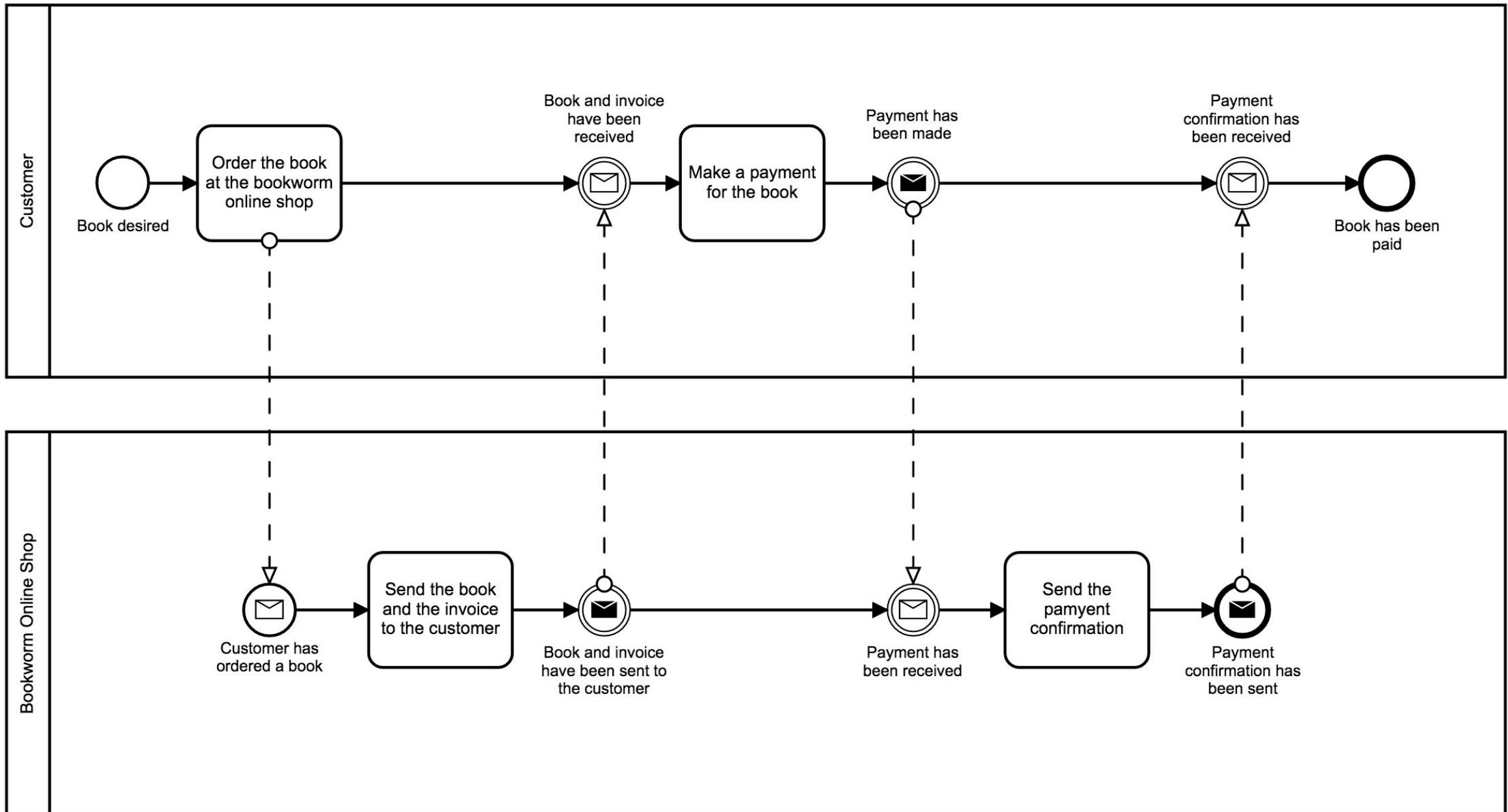


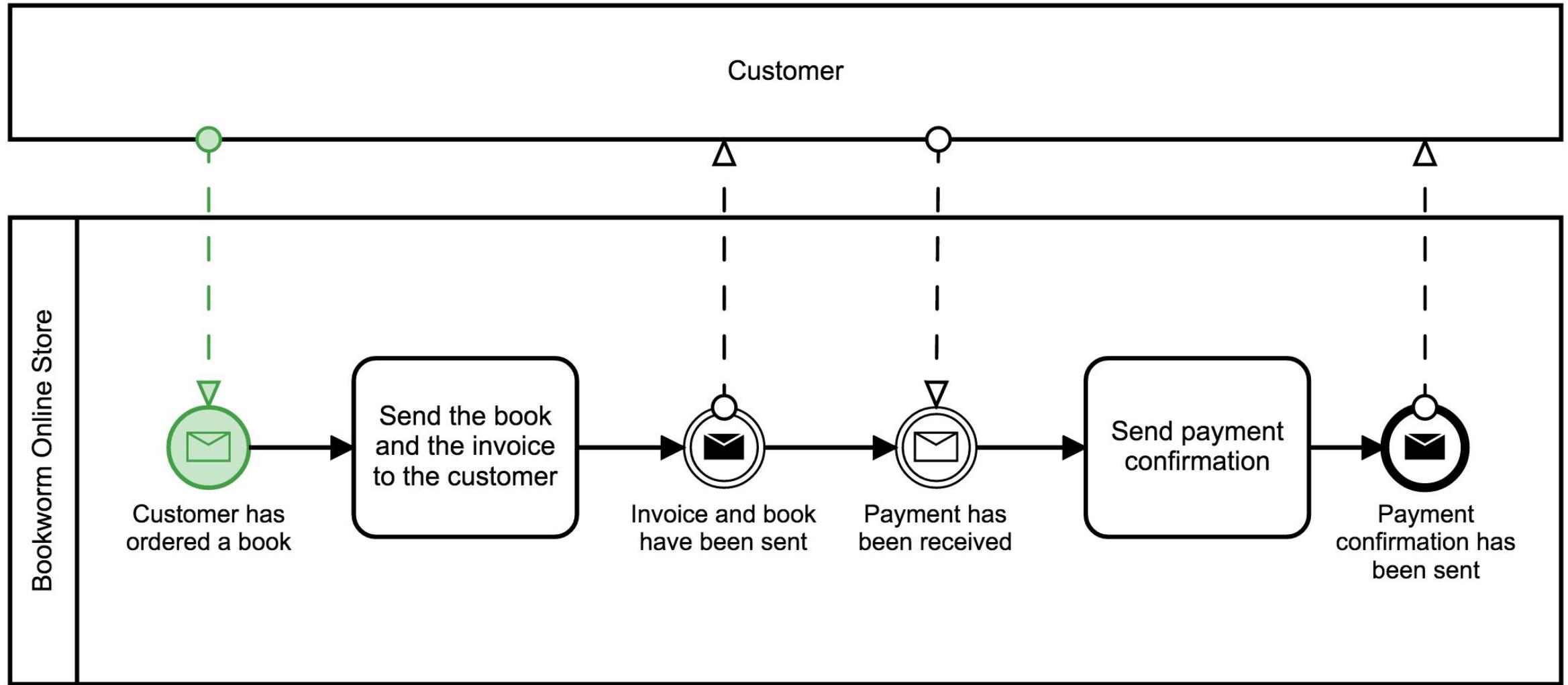


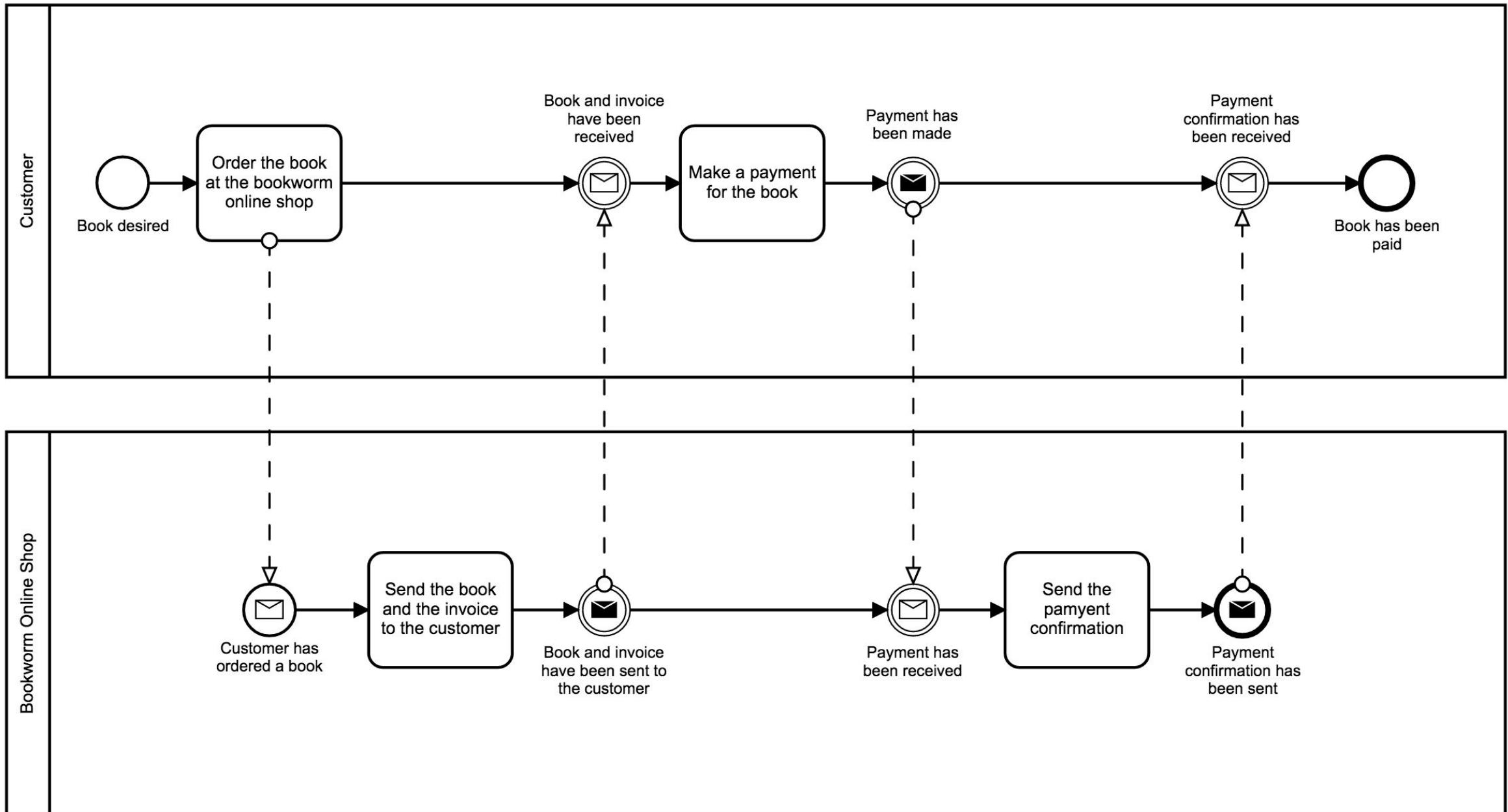


# Before using two pools, check the use case!









Using collapsed pool, will decrease the complexity of your process decisively

## Best Practice Consistent Flow:

- Every process in a pool can exist on its own.
- Only use two entire pools if the use case requires it.





**Straight to Success**

# Best Practices Set

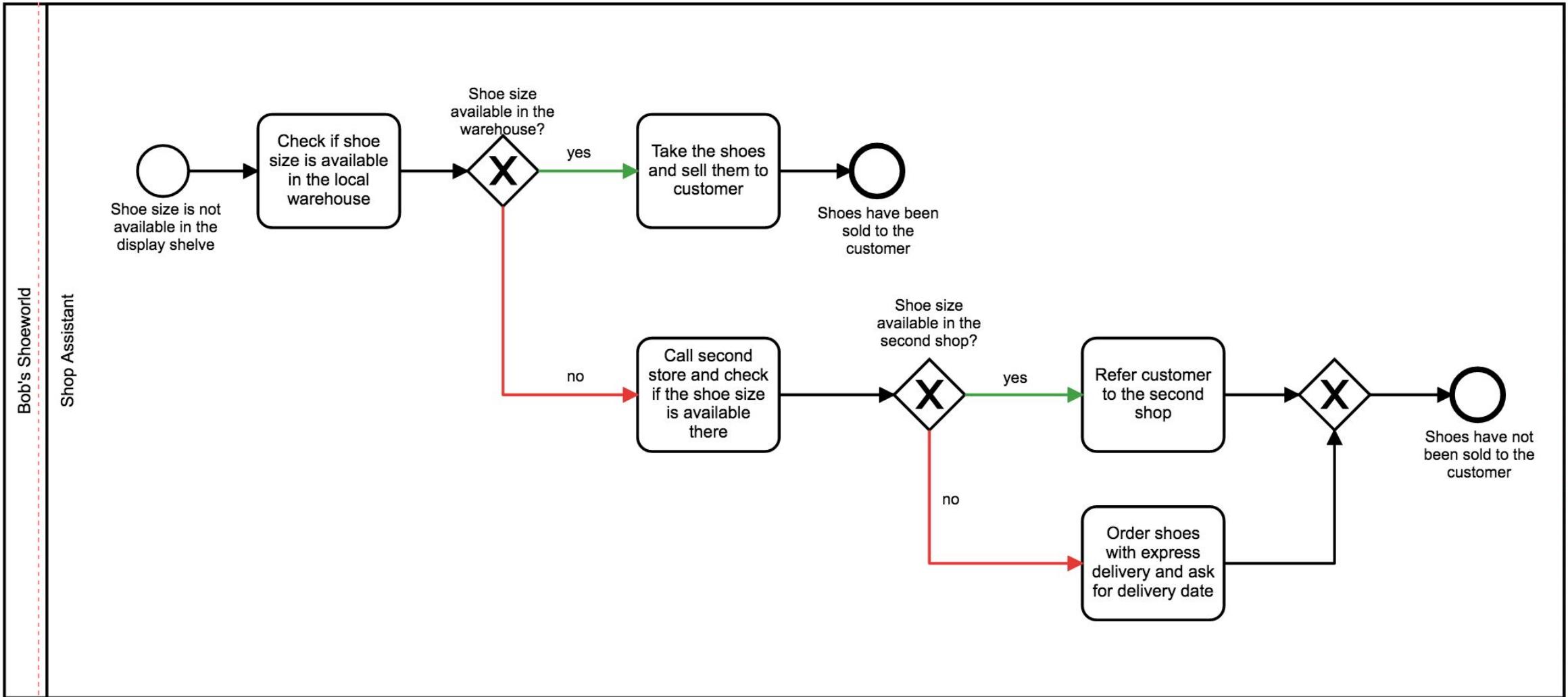
Scoping

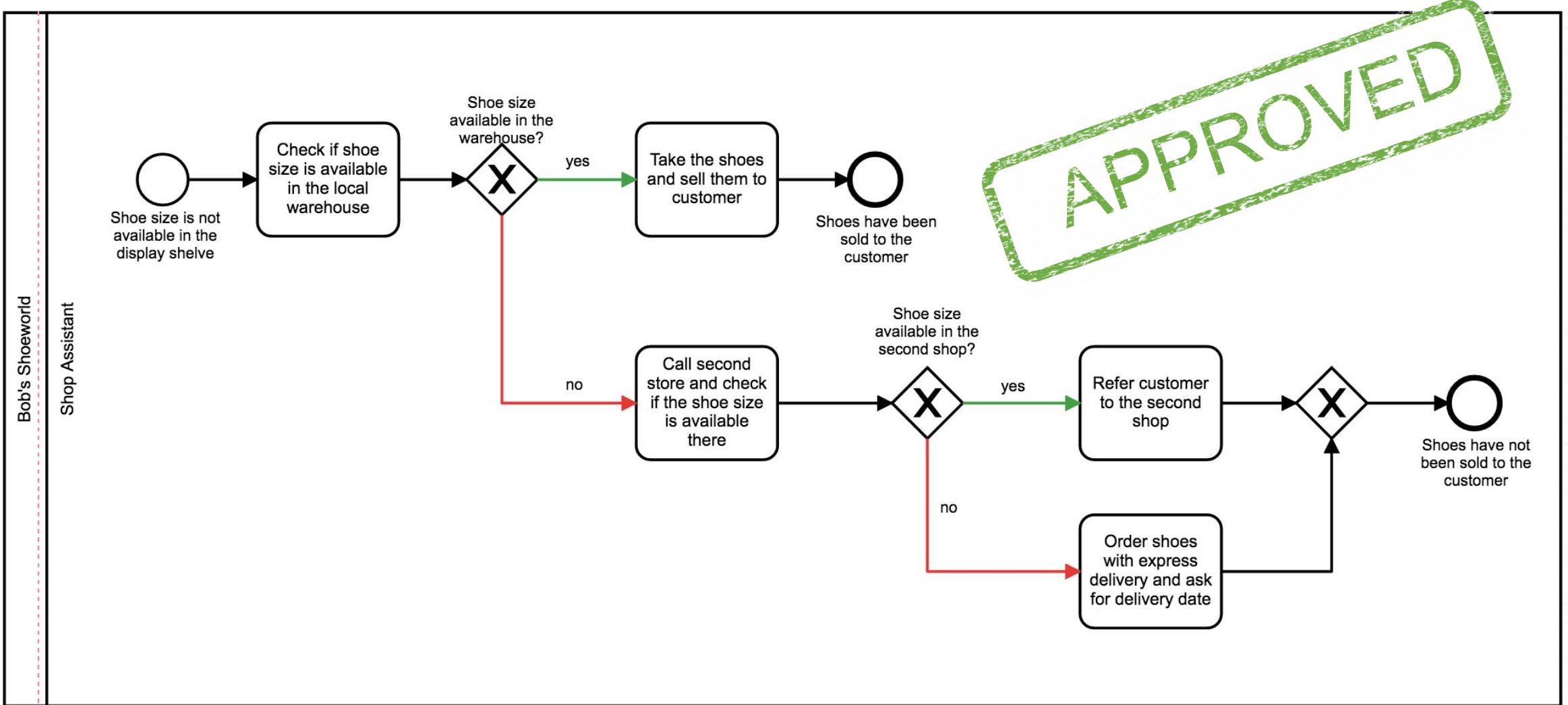
Collaboration

Naming Conventions

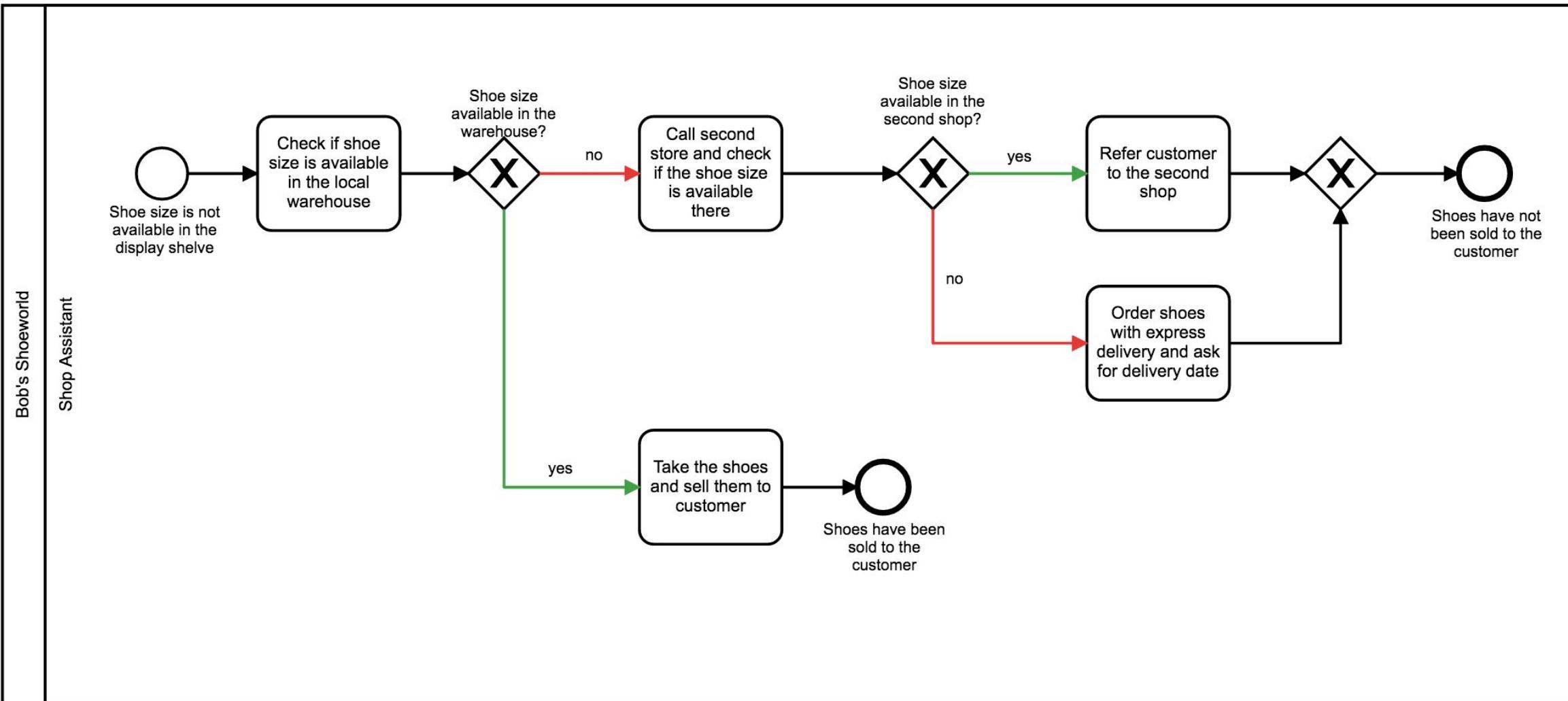
Consistent Flow

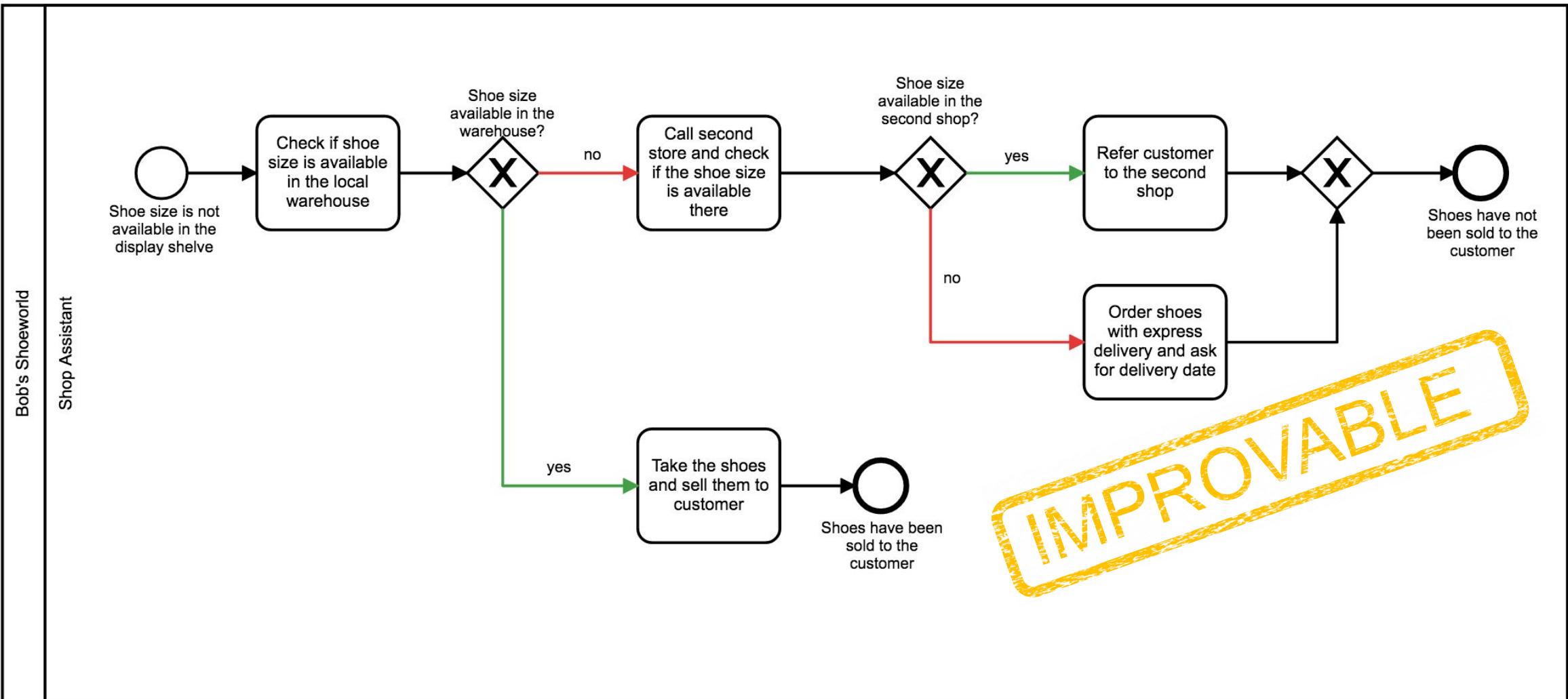
Success Path





Bob's Shoeworld  
Shop Assistant





**IMPROVABLE**

# Best Practice

## "Straight to Success":

- For a successful outcome go straight. Otherwise go down.

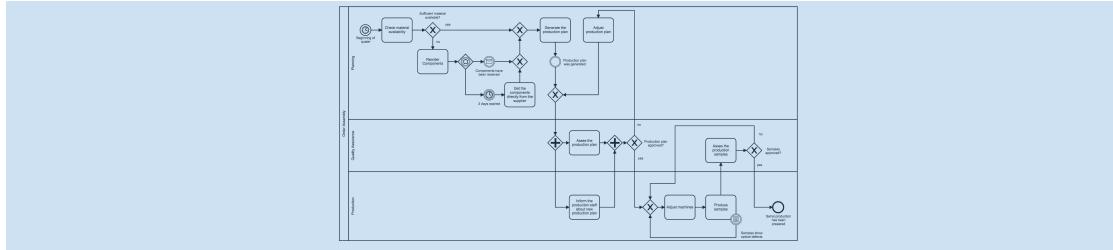




Well done!

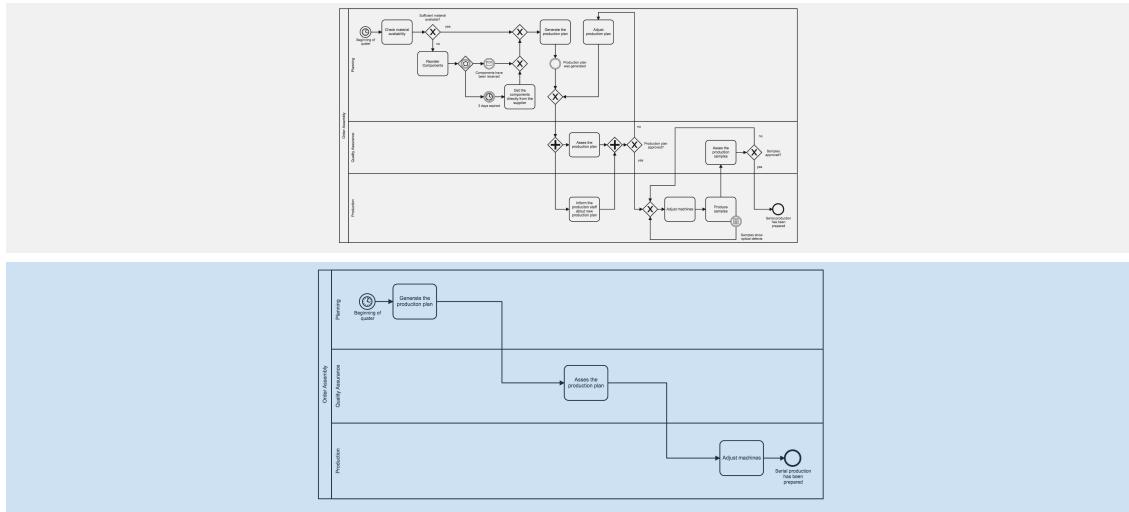
process camp

# Best Practices Kit



15-Tasks-Rule

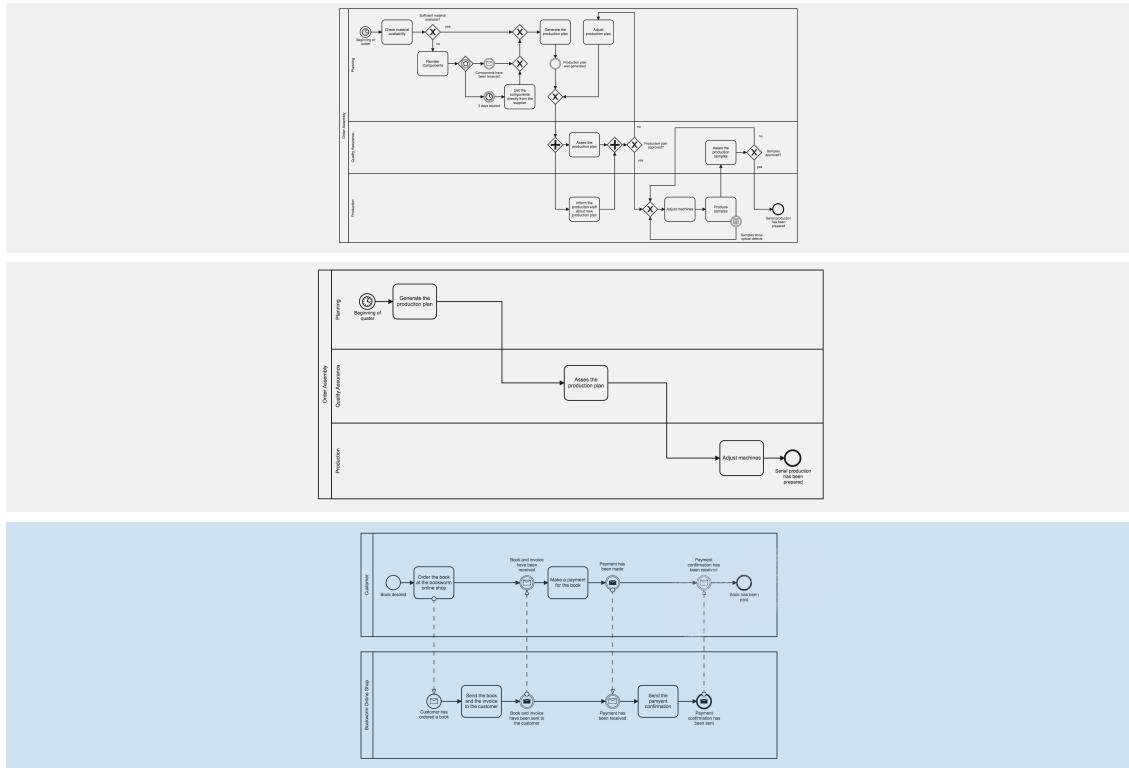
# Best Practices Kit



15-Tasks-Rule

No Internal Message Events

# Best Practices Kit

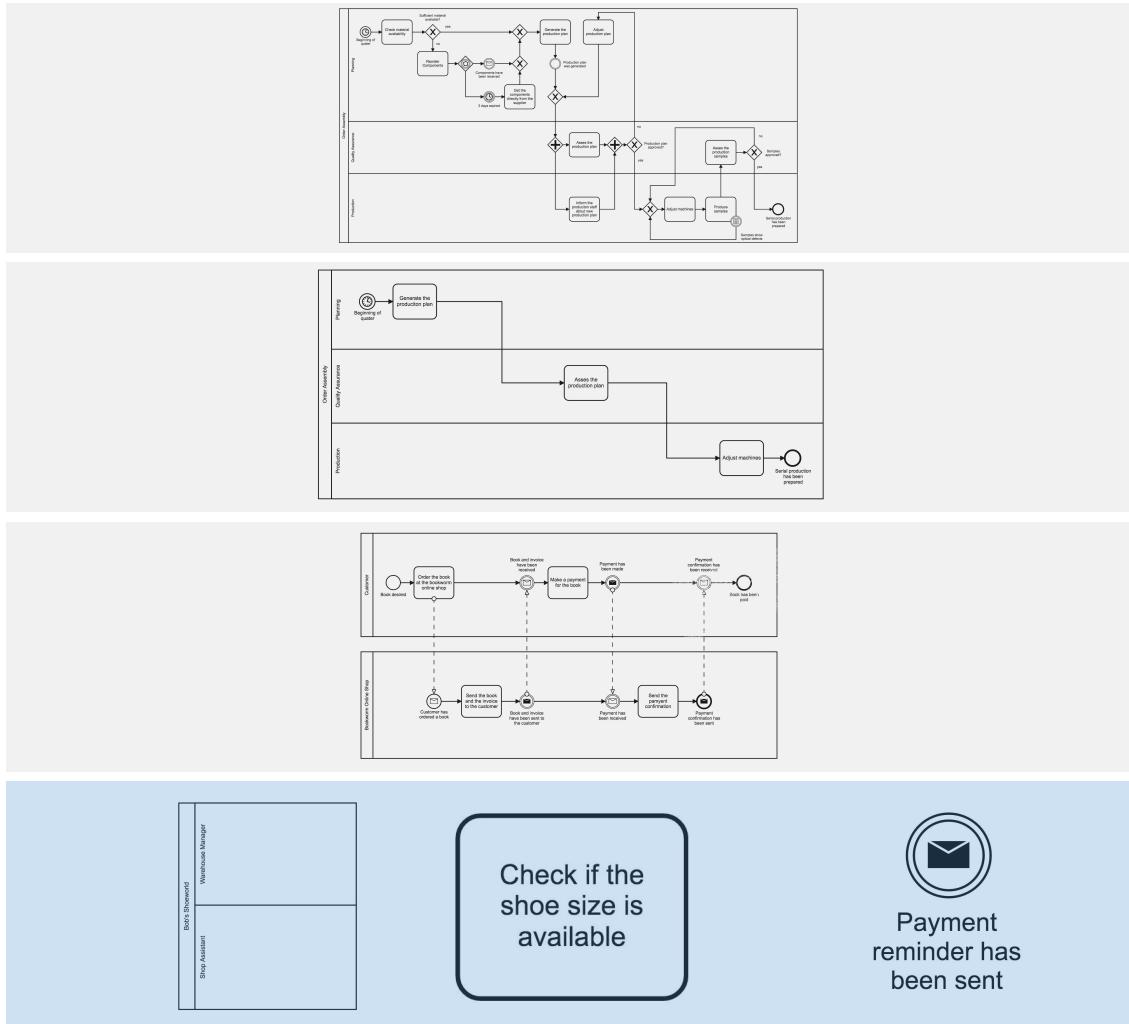


15-Tasks-Rule

No Internal Message Events

Complete Pools

# Best Practices Kit



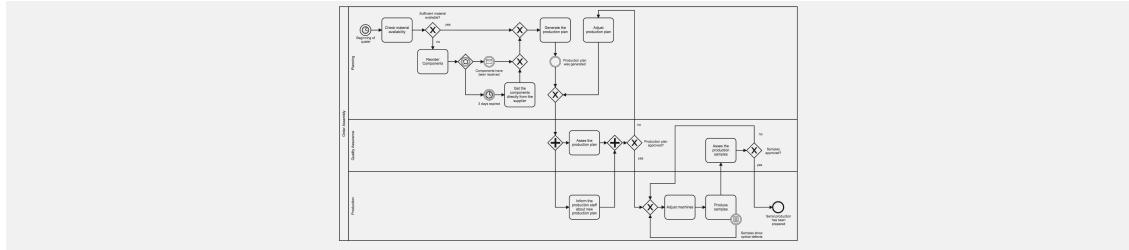
15-Tasks-Rule

No Internal Message Events

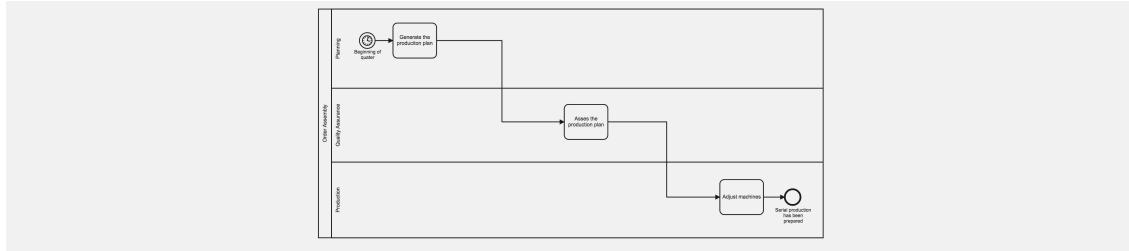
Complete Pools

Correct Naming

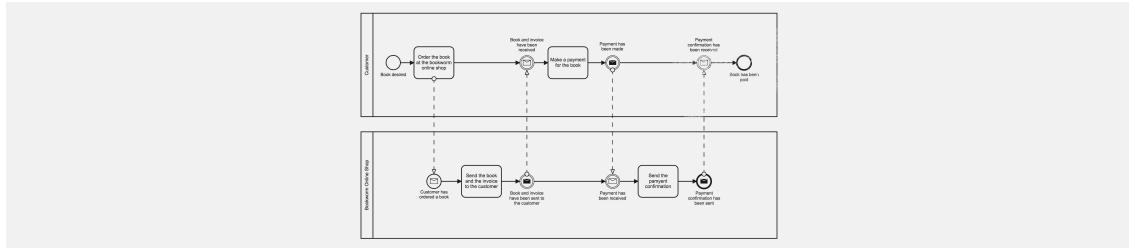
# Best Practices Kit



15-Tasks-Rule



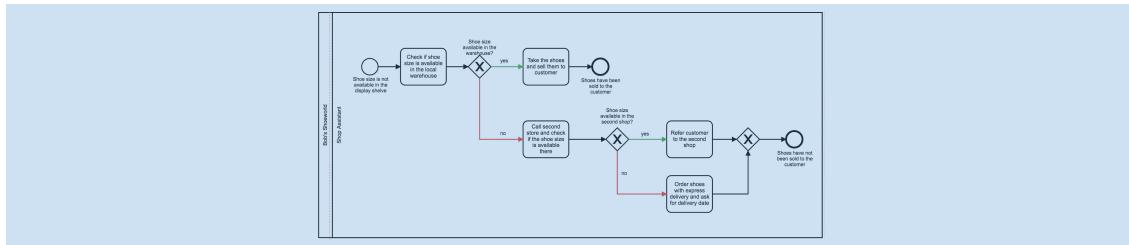
No Internal Message Events



Complete Pools



Correct Naming



Straight-To-Success

process camp

# Want More Than Just Slides?

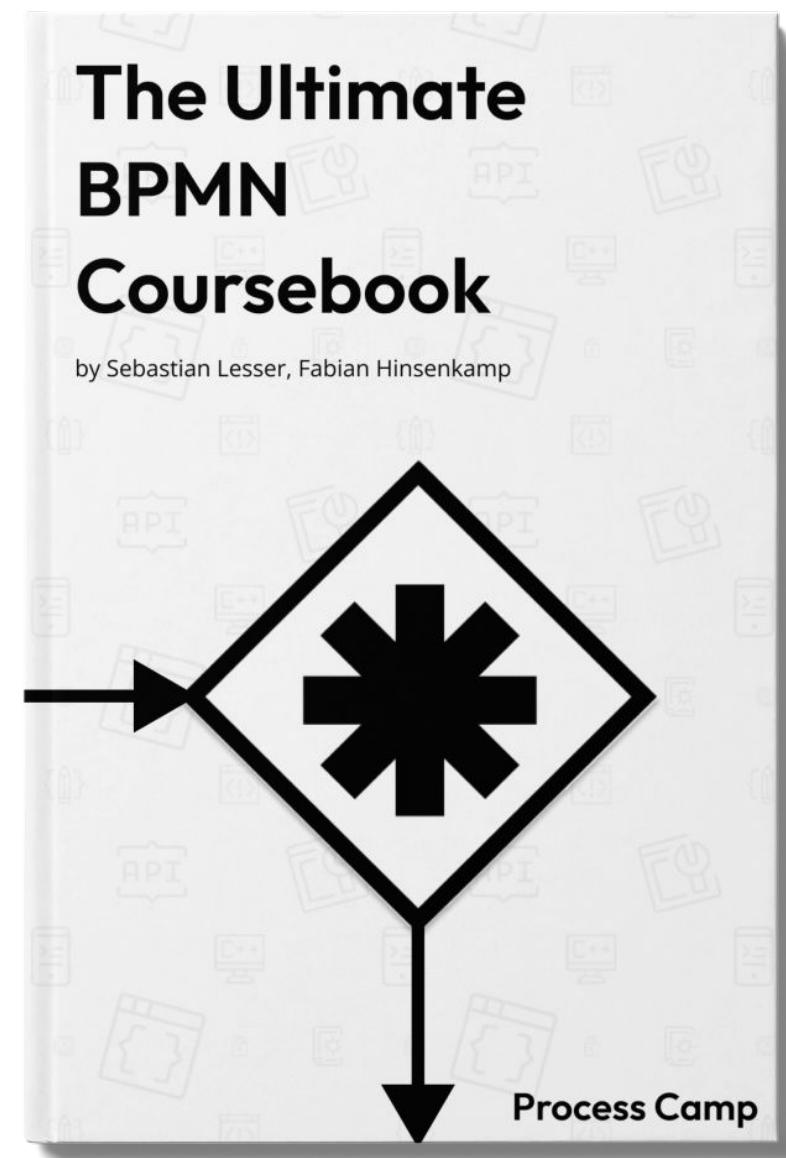
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process camp