The Process Definition Document (PDD) captures the flow of a business process to be developed within Blue Prism.

This document must be completed in the absence of existing process documentation that provides the level of detail required for a process to be automated. If existing process documentation is to be used instead of a new PDD the following steps should still be undertaken.

Existing process documentation reviewed to ensure it is still up to date and fully captures the current manual process

 Existing process documentation provides the same level of detail that is required for automation

 Agreed by the business as an accurate description of the manual process

1. Manual Process Description (High Level)
2. Target Systems
3. Impacted Business Area
4. Process Diagram
5. Process Description
6. Exceptions