

RPA Awareness Training

Lesson 2

Processes fit for RPA

Course agenda

1

The time for RPA Is Now!

2

RPA Adoption Across Processes And Industries

3

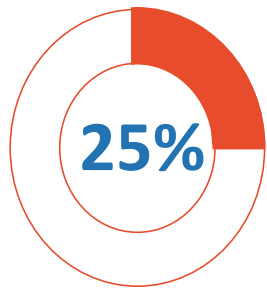
What Process Should I Automate?

4

Processes Every Company Should Automate

The time for RPA Is Now!

Why RPA? And Why Now?

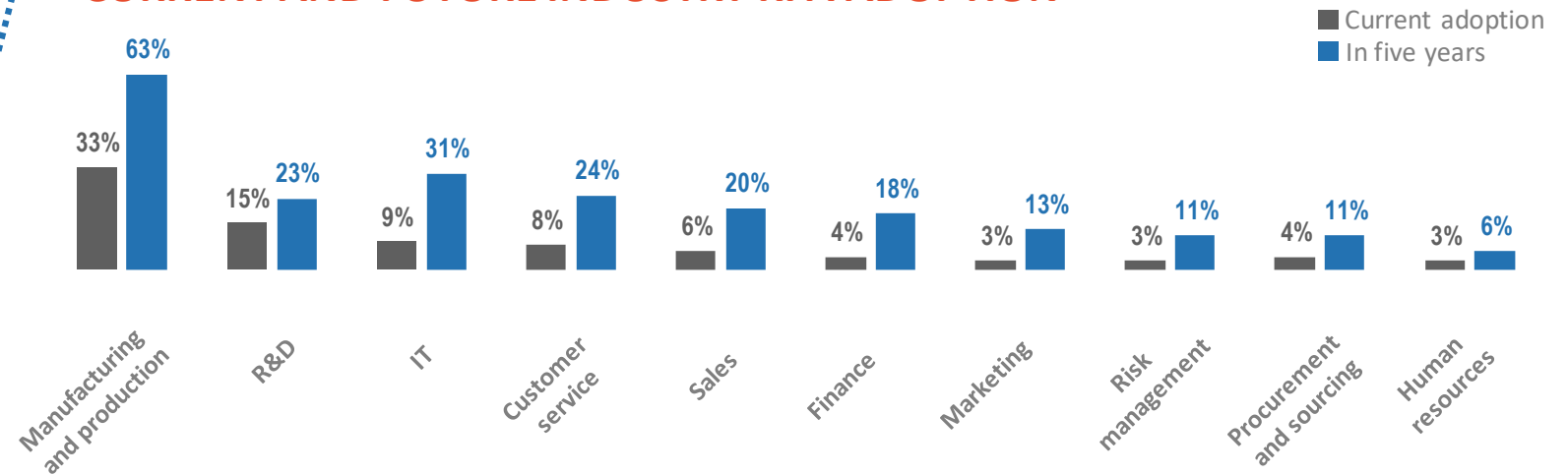


of tasks across every job category will be automated by 2019

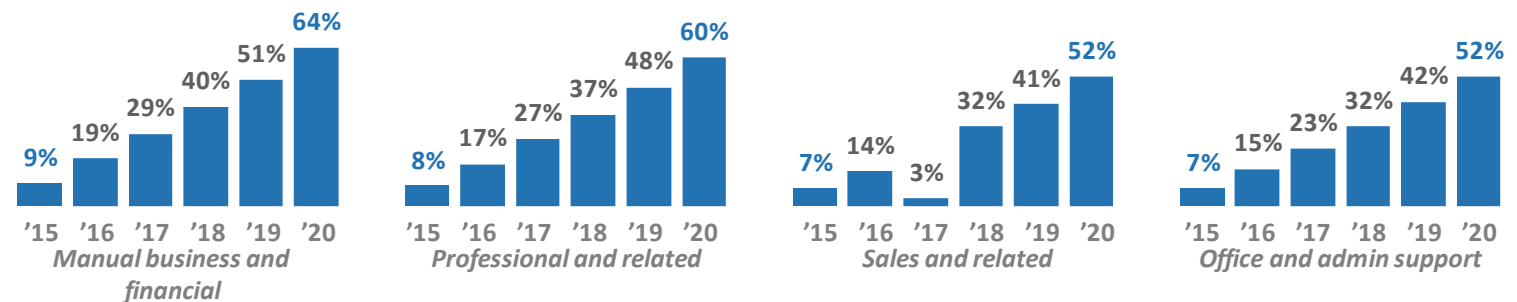
SOURCE:
Forester Research 2015

RPA AND INDUSTRY IMPACT

CURRENT AND FUTURE INDUSTRY RPA ADOPTION

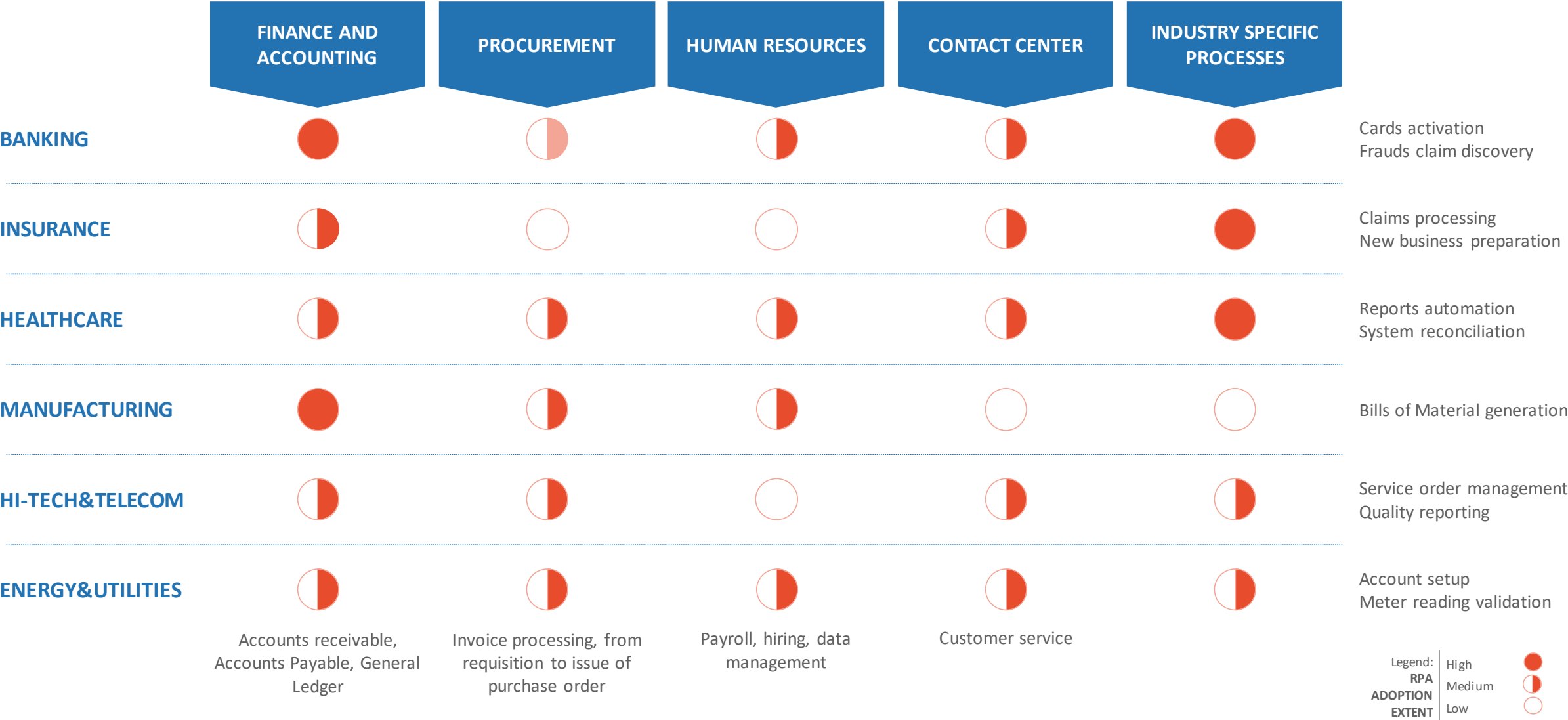


RPA RATE OF JOB TRANSFORMATION



RPA Adoption Across Processes And Industries

RPA is high priority for most global in-house centers



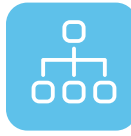
What Process Should I Automate?

Guide to Choose the Best Candidate Processes for Automation



Highly manual and repetitive processes

- High transaction volume processes
- Highly frequent processes running daily, weekly (instead of monthly or yearly, which involve lots of manual work or work prone to human error)



Processes with standard readable electronic Input Type

- Triggered by standard and consistent inputs. The inputs should be in a readable input type like Excel, Word, email, XML, PPT, readable PDFs etc
- Triggered by input types which are not readable (scanned images with no OCR are not prone to automation.)



Changeable Processing Method or System Change

- The processing method cannot be changed
- Fundamental changes are not required in the underlying technical architecture of the current systems (e.g new interface development or changes in configuration for existing systems to enable automation)
- **We strongly recommend to avoid automating a process that will be changed in the short term**



Rule-Based Processes

- Activities with clear processing instructions (template-driven), with decision making based on standardized and predictive rules



High Volumes

- Processes with high transaction volumes (and high frequency).



Automation Savings

- It's recommended to automate only the processes that can provide a saving in terms of human work-effort of minimum 2 FTEs



Low Exception rate

- Activities with low number of variation scenarios existing in the process leading to different handling procedures

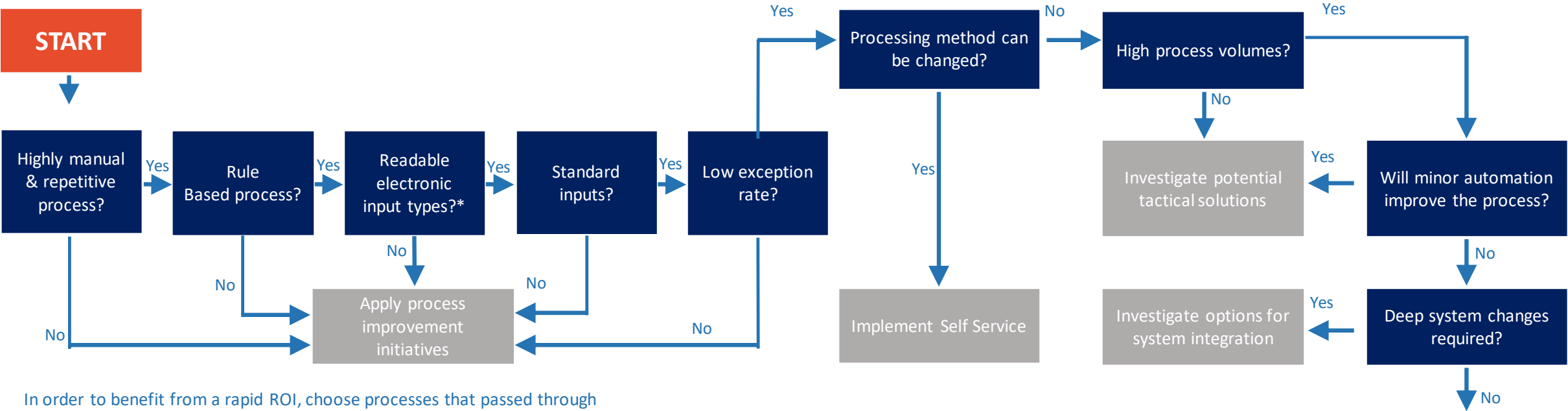


Mature and stable processes

- **Well documented, stable, predictable**
- Known operational costs

What Process Should I Automate?

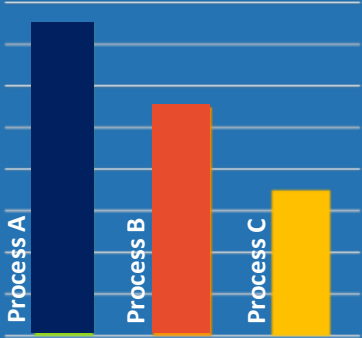
Guide to Choose the Best Candidate Processes for Automation



In order to benefit from a rapid ROI, choose processes that passed through a **transformation initiative** using the **Lean Six Sigma** methodology.

Process Characteristics	Process A	Process B	Process C
Highly Manual and Repetitive work			
Rule Based Processes			
Electronic Readable Input Types			
Standard Input Types			
Low Exceptions Rate			
High Volume Transactions			
System changes			

AUTOMATION SCALE

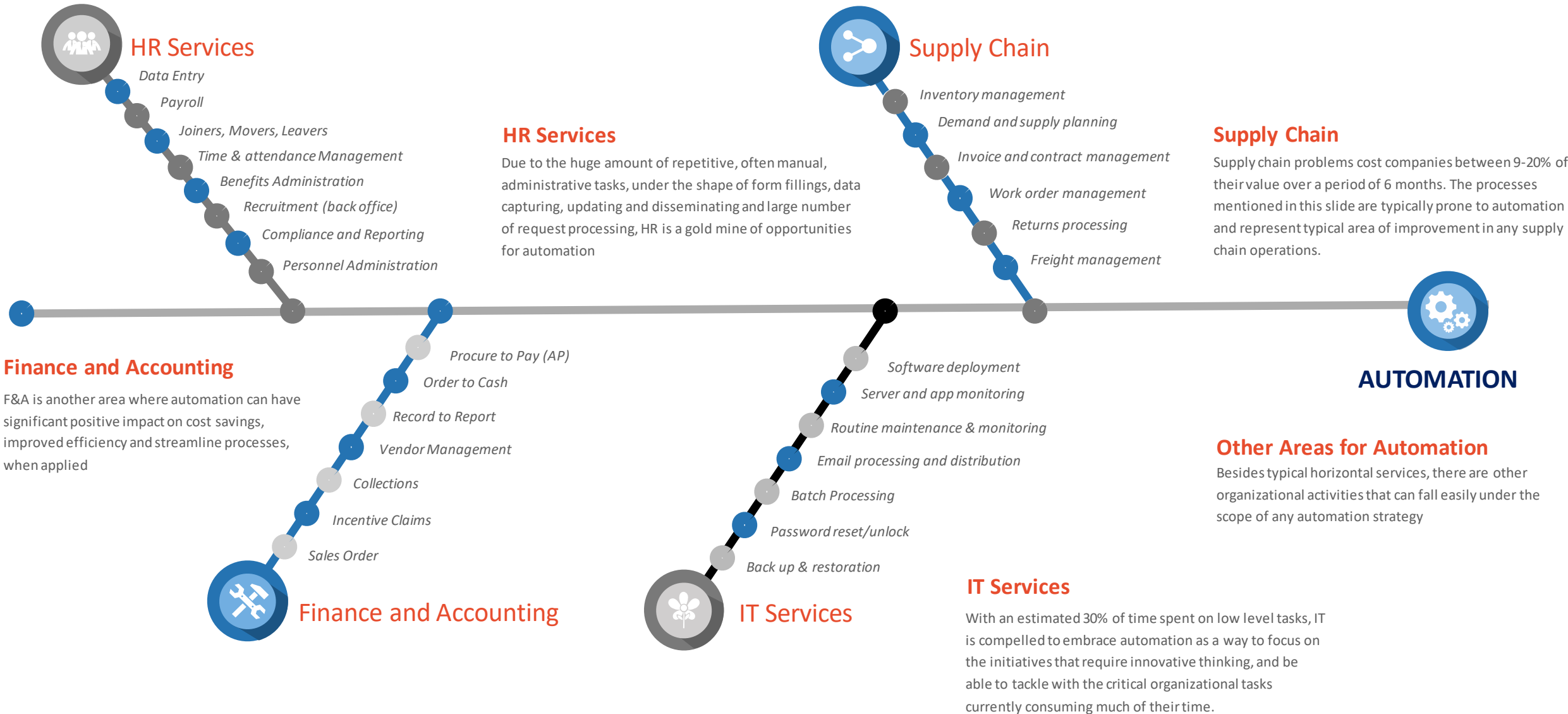


Process A is the best fit for automation, followed by Process B, while Process C should be subject to a Lean Six Sigma transformation approach prior to considering automating it.

RPA

* Readable Input Type = Excel, Word, email, XML, PPT, readable PDFs etc. Non-readable input type: scanned image with no OCR

Processes Every Company Should Automate





Thank you!
