



**bonita****soft**

*open your processes*

## **Bonita Open Solution**

**Version 5.6.1**

## **Introduction Tutorial**

**Process Design**

**User Guidance Profile: *Business Analyst***

# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

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# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst



### Introduction

Use this **Introduction Tutorial** to become familiar with creating a graphical process diagram in Bonita Open Solution.

The steps explained in Part 4 follow the User Guidance checklist in Bonita Studio\*. Follow these steps to create a simple process diagram example.

The result will be a process diagram that is visually complete, but not yet executable. (To further develop the example so that it is executable, see the next tutorial on **Process Definition**.)

This tutorial includes application of the following features of Bonita Studio:

- Process modeling
  - Create a new diagram
  - Create a new pool
  - Add a task
  - Define a transition
  - Add a gateway
  - Add a call activity
- Define actors
  - Create a new lane
- Change the appearance of a process diagram
  - Choose color and font
- Check the BPMN model
- Add annotation
- Generate documentation (Bonita Open Solution Subscription Pack only)
- Print, export, and import a process diagram

For more information about this set of functions, see the [Business Analyst Guide](#) in the [Bonita Open Solution online documentation](#). This documentation also contains detailed information about Bonita Open Solution functionality in general.

\*The screenshots in this tutorial were taken from Bonita Studio, *Teamwork* edition, in Business Analyst Profile mode. This profile hides some features to simplify the interface. Therefore, in some cases the screenshots are slightly different from the equivalent interface in BOS. The features shown in this tutorial are the same in both (except where noted).

# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

### Part 1. Download, install, and launch Bonita Open Solution locally

Bonita Open Solution contains an internal Hibernate database, a Jetty servlet container to deploy web-based forms, and it opens the User Experience in your default web browser.

To do a simple, local installation of Bonita Open Solution:

- Download the platform-independent [BOS-5.6.zip](http://www.bonitasoft.com/products/BPM_download_all.php) file (389 Mb) from [http://www.bonitasoft.com/products/BPM\\_download\\_all.php](http://www.bonitasoft.com/products/BPM_download_all.php).
- Unzip to a target folder.
- Launch the application for your operating system.

### Part 2. Bonita Studio Overview

#### 2.1 Tour of Bonita Studio

To see an overview of Bonita Studio, see [Tour of Bonita Solution](#) in the BonitaSoft online documentation.

This will show you the principal interfaces in Bonita Studio used for the example process used in this tutorial.

#### 2.2 User Guidance

This tutorial demonstrates how to apply most of the Bonita Studio process design features available in the **Business Analyst checklist** of User Guidance (SP version). All of these same features are also available in the open source version of Bonita Open Solution, although there is only a single **Application Developer** checklist with all User Guidance features.

[User Guidance](#), [User Guidance checklists](#), and [User Guidance profiles](#) are explained in the [online BonitaSoft Documentation](#).

In both versions the application of the User Guidance checklist is the same, as shown in this tutorial.

# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

### Part 3. Tutorial Process Overview

In this tutorial you will graphically model the following scenario:

- A customer initiates the process and places an order for a product.
- One of the available sales employees reviews the order and either confirms or rejects it.
- If the order is accepted, the customer pays for it. The product is prepared and delivered and the transaction is archived.
- If the order is rejected, an email notification is sent to the customer and the transaction is archived.

The completed process will look like this:

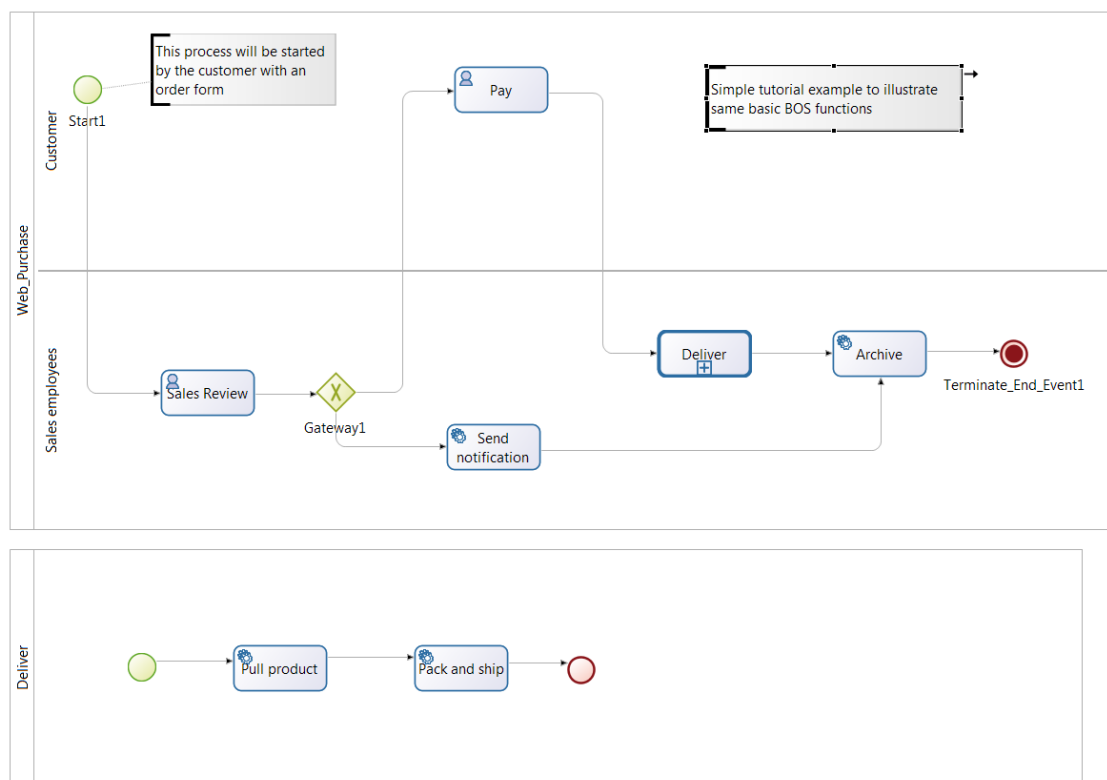


Figure 1. Completed *Tutorial Process Diagram*

# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

### Part 4. Design the example process diagram

#### 4.1 Create a new diagram and a new pool

##### 4.1.1 Create, name, and version a diagram and a pool

When you open Bonita Studio, you will be on the Welcome page. Select **New** from the [Cool bar](#) to create a new diagram.

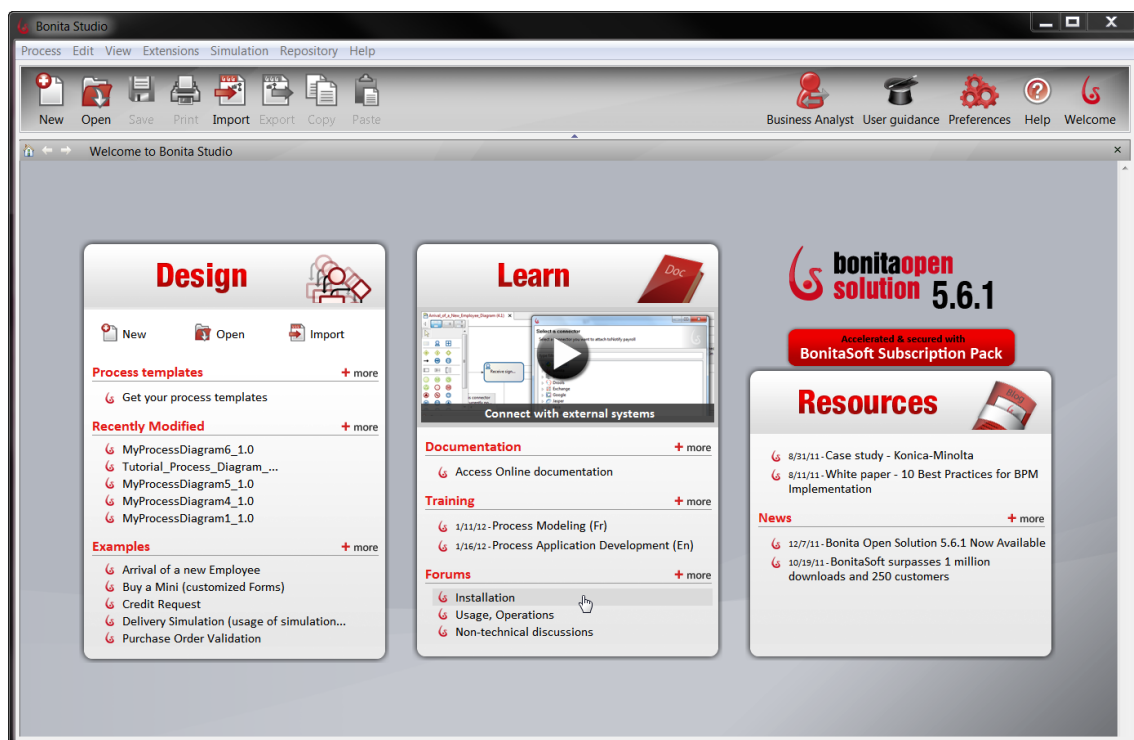


Figure 2. Start a new process diagram

A new diagram with a *Start1* and a *Step1* will appear on the whiteboard, [in a new pool](#).



# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

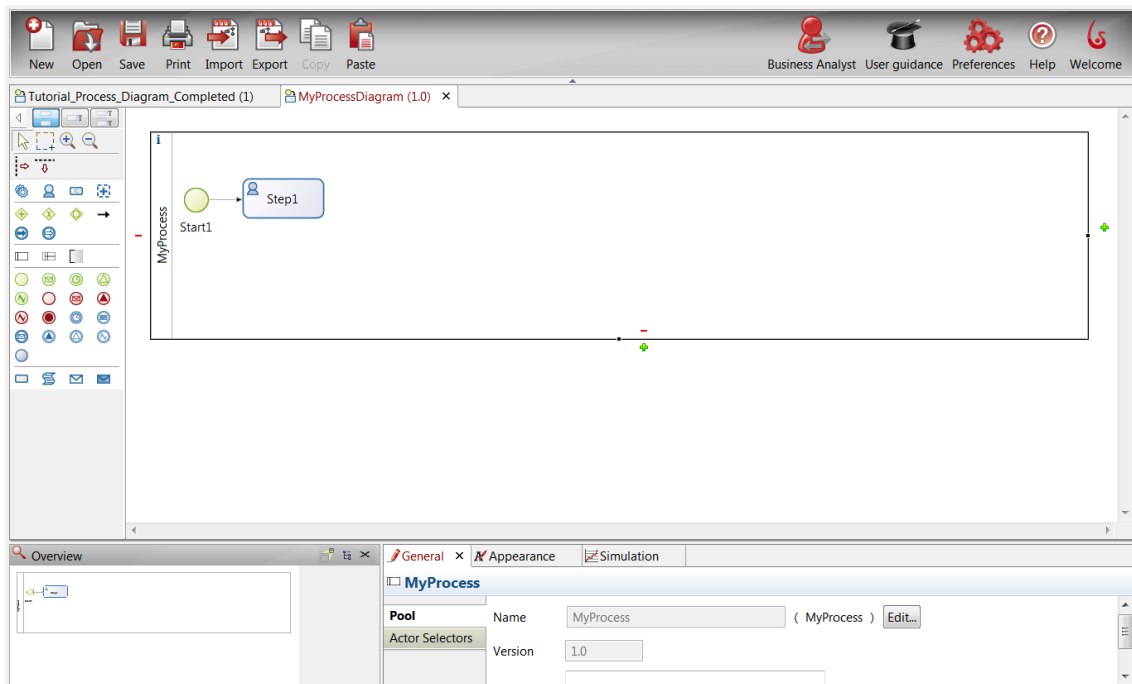


Figure 3. A new process diagram appears on the whiteboard

Name the process diagram and the pool. To do this, click anywhere outside the pool.

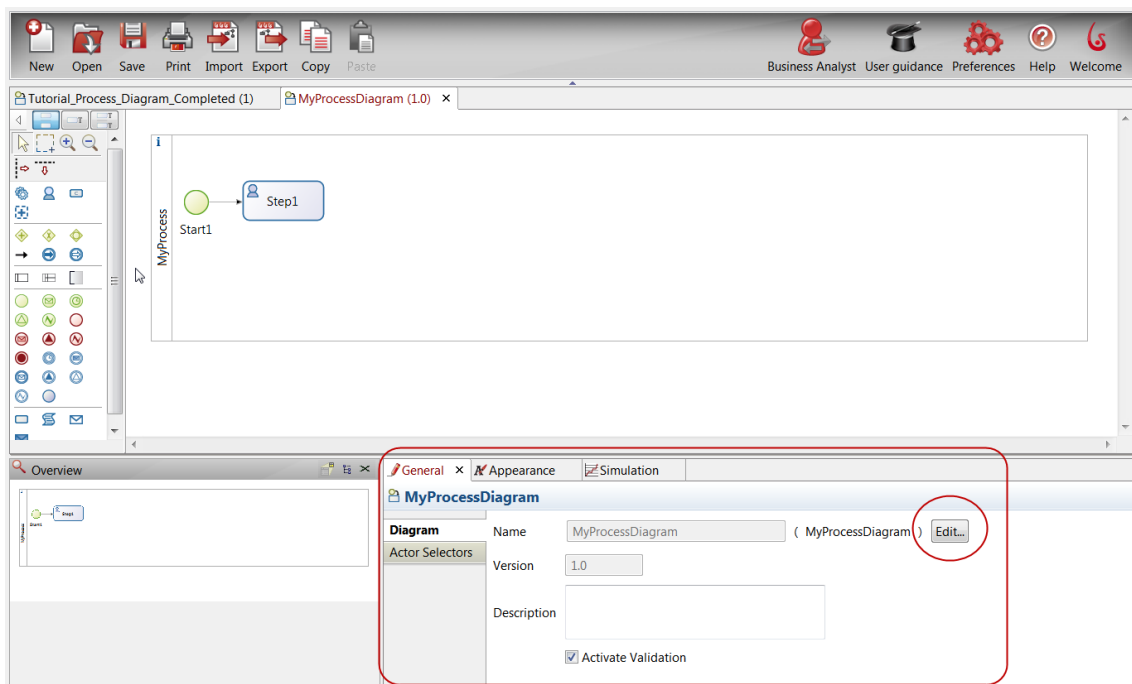


Figure 4. Use the details panel to name the process diagram

Go to the **Details panel > General tab > Diagram pane** and click on **Edit**.

Rename the diagram to **MyTutorialProcessDiagram**, Version **1.0**, and rename the pool to **Web\_Purchase**, version **1.0**. Click on **OK**.

## Bonita Open Solution 5.6.1 Intro Tutorial

### Process Design / Business Analyst

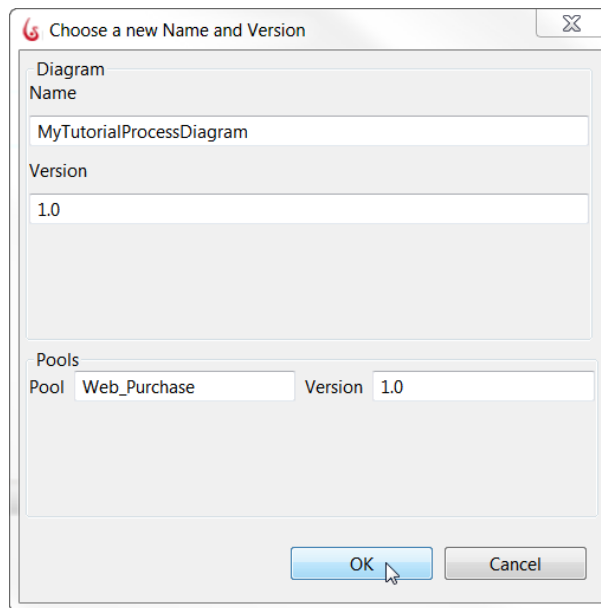


Figure 5. Rename and version the process diagram and the pool

#### 4.1.2 Check off User Guidance

To apply the User Guidance checklist, go to the Cool bar and click on **User Guidance**.

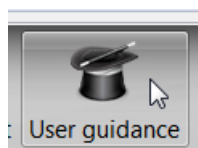


Figure 6. Select User Guidance to see the checklist

The User Guidance checklist will appear. As you have just created a new diagram, the first task on the list, *Create a new diagram*, is complete.

# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

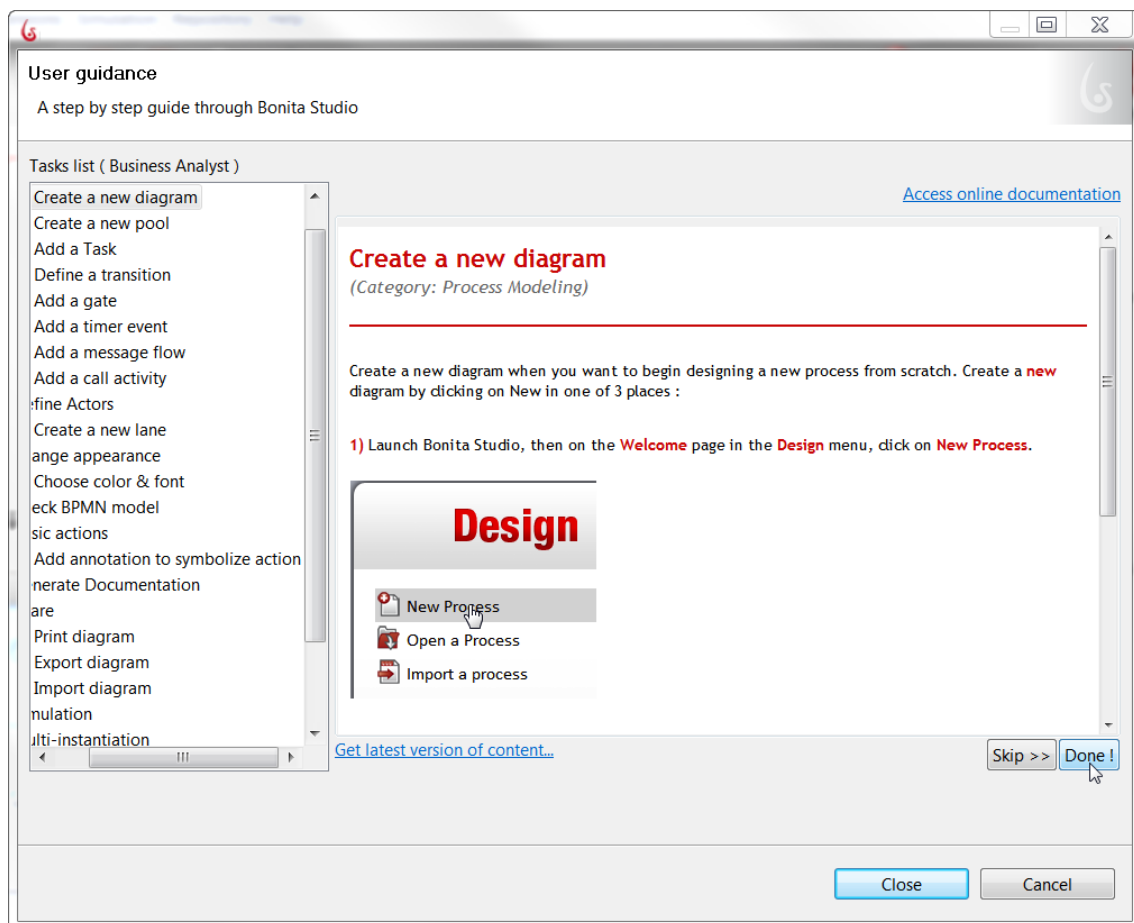


Figure 7. User Guidance checklist

Click on **Done**.

A check will appear next to the completed task, and the checklist moves to the next task, *Create a new pool*.

# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

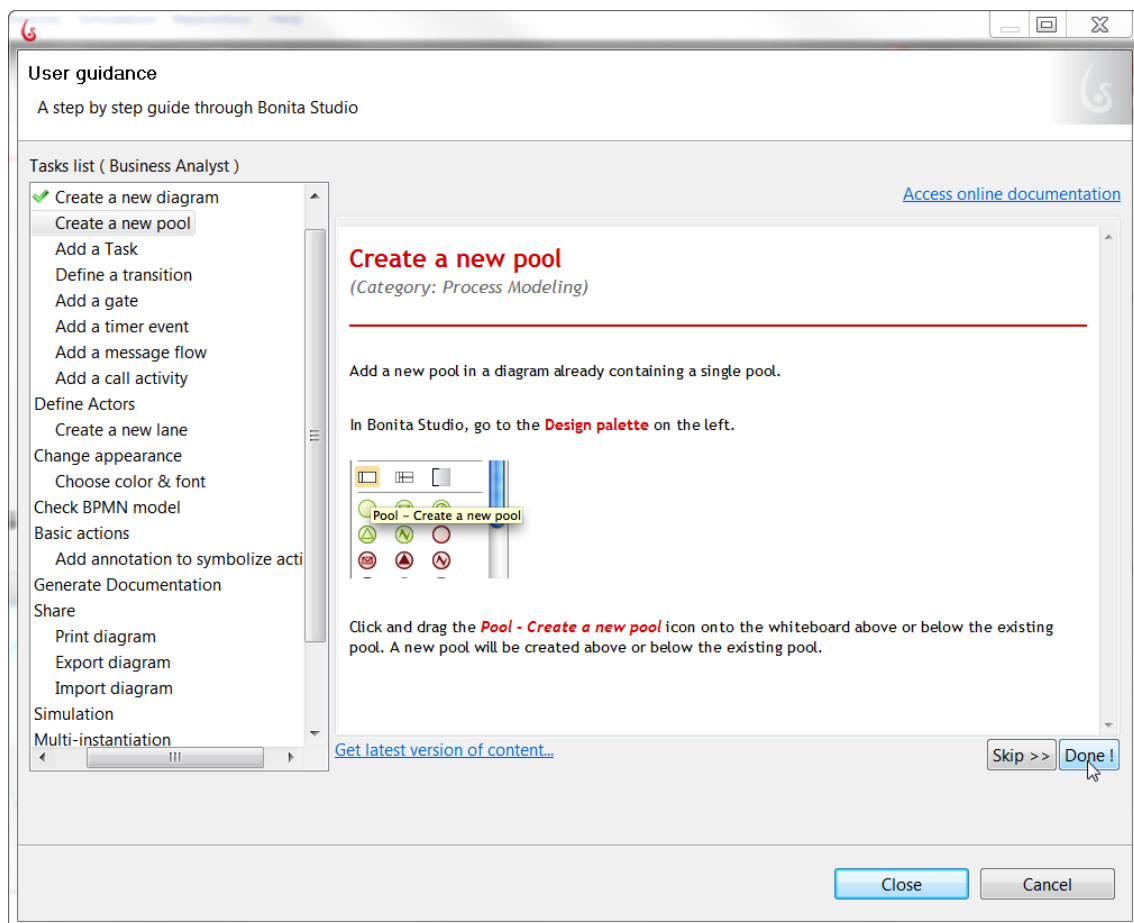


Figure 8. Confirm completion of *Create a new diagram*

This is completed also, so click on **Done**.

The next item on the checklist is *Add a task*. In this tutorial, you will add several tasks, then come back to the User Guidance checklist. Click on **Close**.

## 4.2 Add a task

### 4.2.1 Define tasks to complete a web purchase process

The customer is the initiator of this process; he/she will open the process and then place an order (via a web form). The process instantiation form will not be created in this tutorial example.

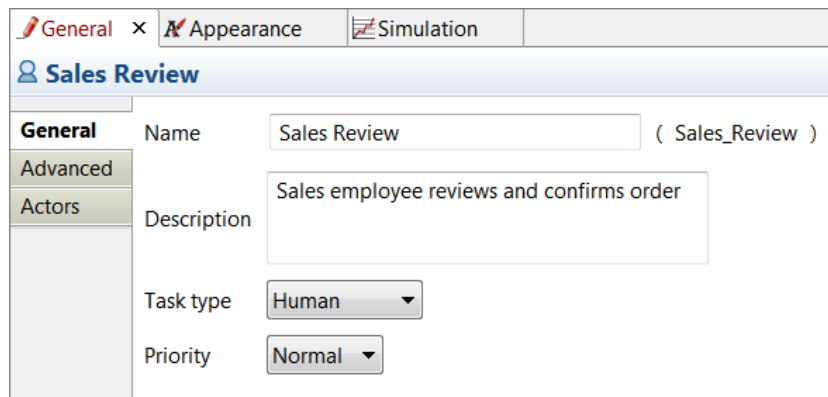
The first [task](#) after the order form is completed, then, is for a Sales Employee to review the customer's order form.

Rename *Step1*, which is already a Human task by default, to Sales Review.

To do this, click on the task, and go to its **Details Panel > General tab > General pane**. Enter Sales Review in **Name**. Add a **Description**: Sales employee reviews and confirms order.

# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst



General x Appearance Simulation

**Sales Review**

**General** Name Sales Review ( Sales\_Review )

Advanced

Actors Description Sales employee reviews and confirms order

Task type Human

Priority Normal

Figure 9. Rename the first task in the process

There are two possible tasks for the next step in the process:

1. If the order is confirmed, the customer will pay for it;
2. If the order is rejected, an automatic notification will be sent.

To show this, click and drag two tasks into place in turn.

First, if the order is confirmed:

Click on the **Human task icon** in the design palette and drag it into place on the whiteboard.

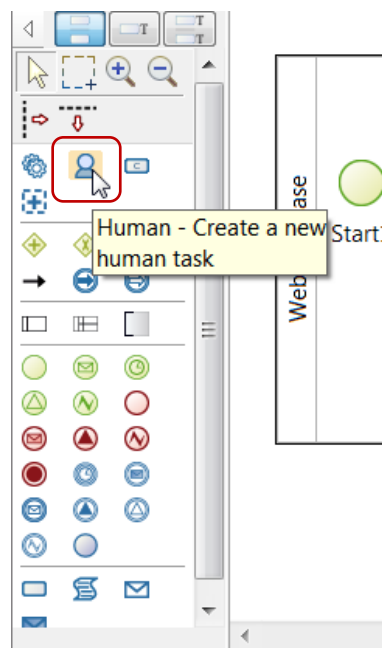


Figure 10. Add a new human task from the design palette

## Bonita Open Solution 5.6.1 Intro Tutorial

### Process Design / Business Analyst

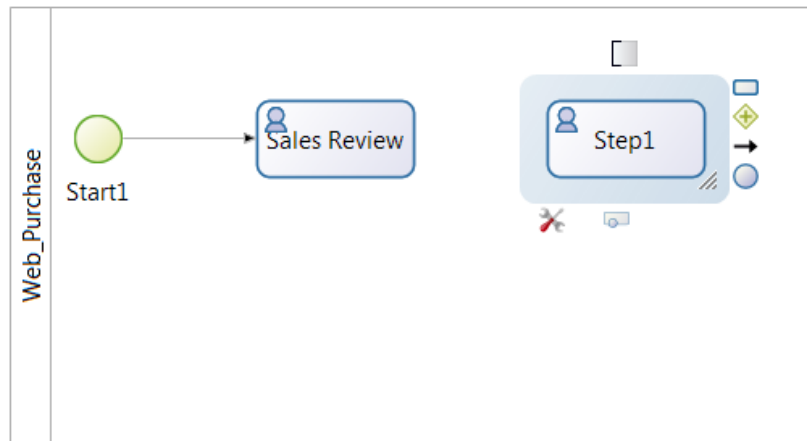
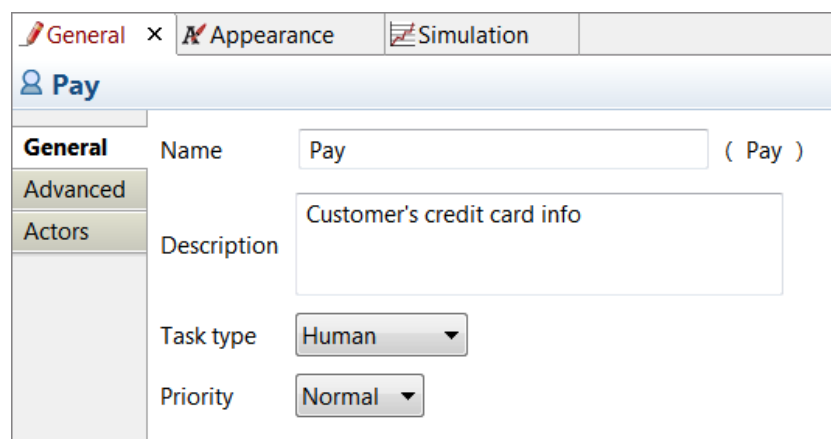


Figure 11. Click and drag a new human task into place

Rename this task **Pay**. To do this, click on it, and go to its **Detail panel > General tab > general pane**. Also add a **Description**: Customer's credit card info.



General		Appearance		Simulation	
Pay					
General	Name	Pay		( Pay )	
Advanced	Description	Customer's credit card info			
Actors	Task type	Human			
	Priority	Normal			

Figure 12. Add a name and description to the new human task

Click on the **Service task icon** in the design palette and drag it into place on the whiteboard.

# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

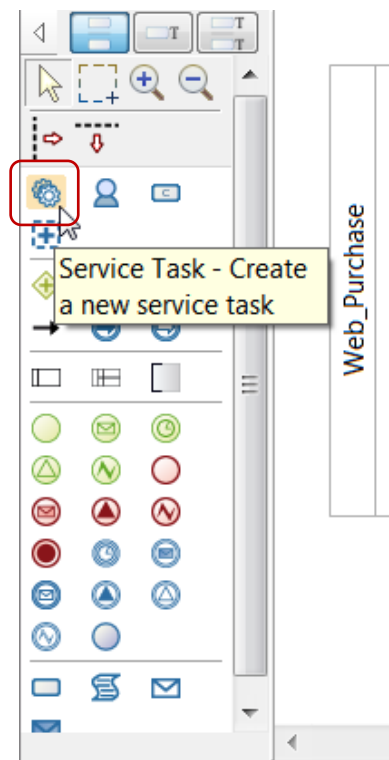


Figure 13. Add a new service task from the design palette

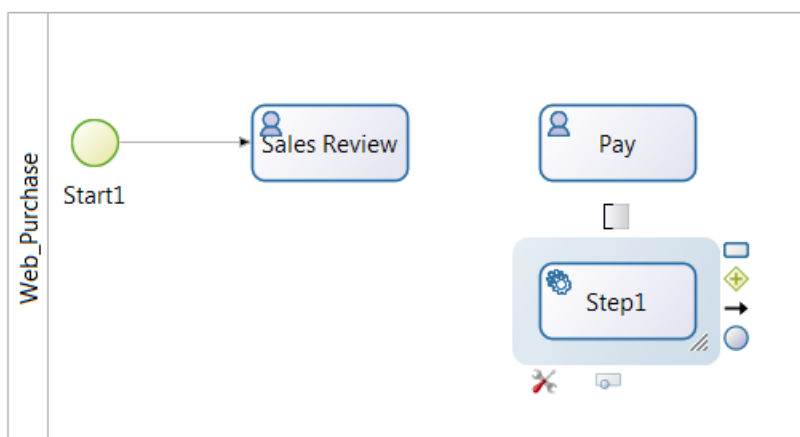
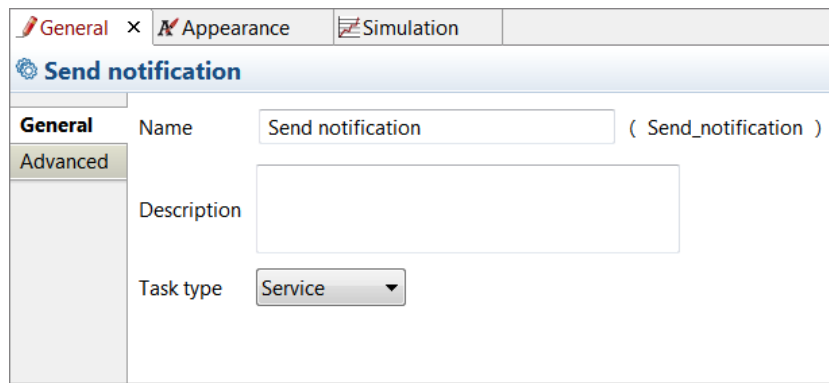


Figure 14. Click and drag a new service task into place

Rename this task `Send notification`. To do this, click on it, and go to its **Details panel** > **General tab** > **general pane**.

## Bonita Open Solution 5.6.1 Intro Tutorial

### Process Design / Business Analyst



General x Appearance Simulation

**Send notification**

**General** Name Send notification ( Send\_notification )

**Advanced** Description

Task type Service

Figure 15. Add a name and description to the new service task

Add 2 more service tasks, and rename them `Deliver` and `Archive`, as shown below.

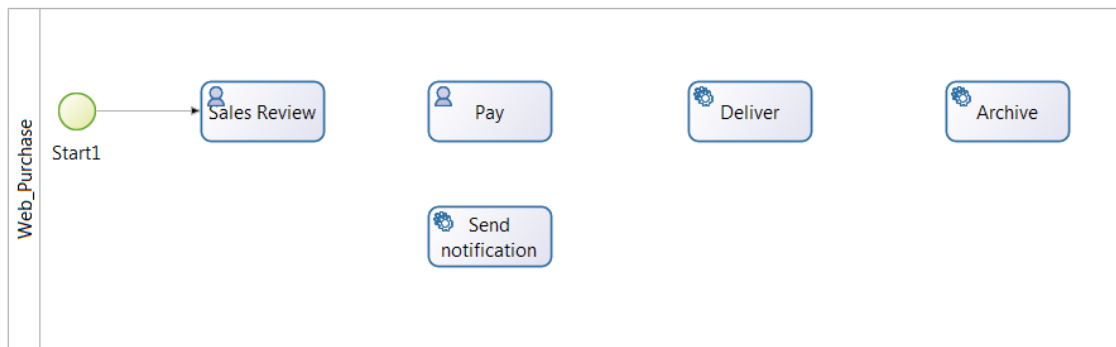


Figure 16. Set of tasks for the example process defined

#### 4.2.2 Check off User Guidance

Go to the Cool bar and click on **User Guidance**. The User Guidance checklist will appear. As you have just created several new tasks, the first unchecked item on the list, *Add a task*, is now ready to be checked off. Click on **Done**. *Add a task* is checked off and the next item on the checklist appears. Click on **Close** to return to Bonita Studio.

#### 4.3 Define a transition

##### 4.3.1 Add transitions between tasks

Click on **Pay**. Note that its context palette appears.



# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

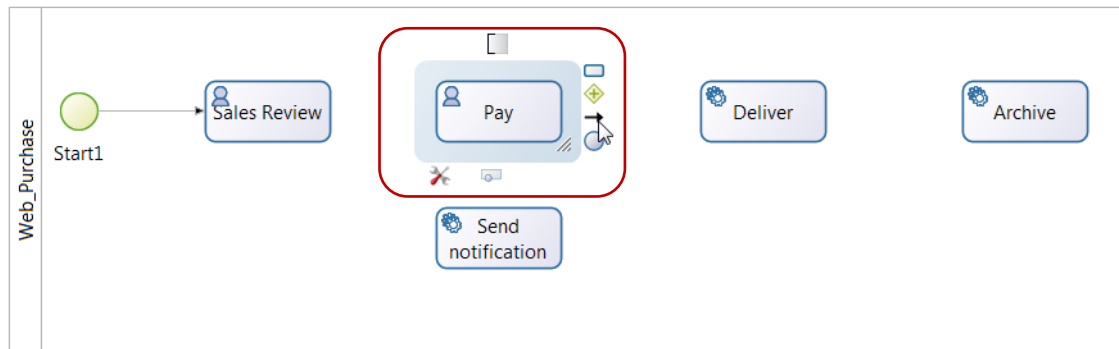


Figure 17. Click on a task to highlight its context menu

Click on the **transition icon** and drag it to the task **Deliver**. A [transition](#) between **Pay** and **Deliver** appears.

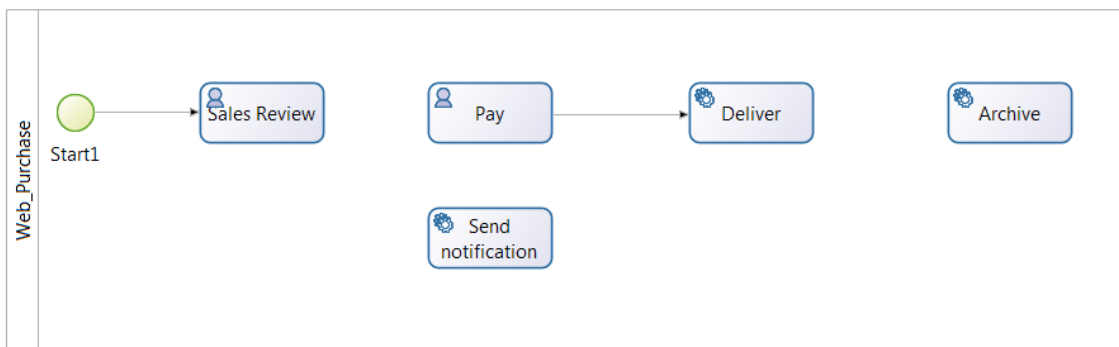


Figure 18 Drag and drop a transition between two tasks

Repeat this same manoeuvre to create a transition between **Deliver** and **Archive**, and again to create a transition between **Send notification** and **Archive**.

The process diagram should now look something like this:

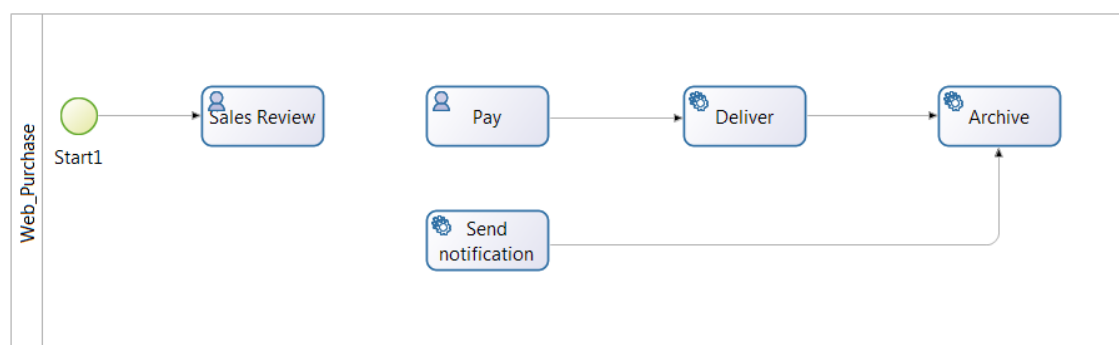


Figure 19. Connect tasks with transitions

Click on the **transitions and/or tasks** to move them around on the whiteboard, if needed.

### 4.3.2 Check off User Guidance

## Bonita Open Solution 5.6.1 Intro Tutorial

### Process Design / Business Analyst

Go to the Cool bar and click on **User Guidance**. The first unchecked item on the list, *Define a transition*, is now ready to be checked off. Click on **Done** and then on **Close** to return to Bonita Studio.

#### 4.4 Add a gate

##### 4.4.1 Add a branch and a gateway

At the task *Sales Review*, the process may follow one path to *Pay*, or the other path to *Send notification*, but not both.

To show this on the process diagram, add a [gateway](#) between the *Sales Review* and *Pay* / *Send notification* tasks.

First make some room on the whiteboard. Click on the **marquee tool** in the design palette.

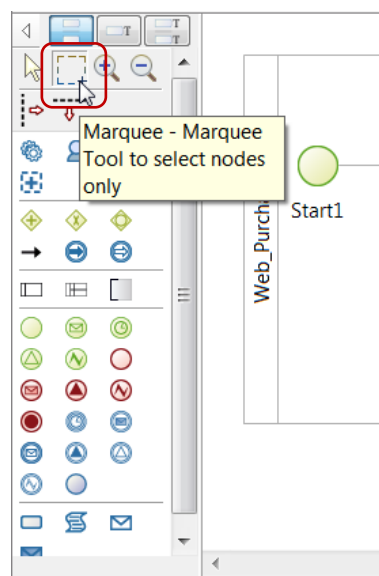


Figure 20. Select marquee tool

Enclose the elements to move to the right.

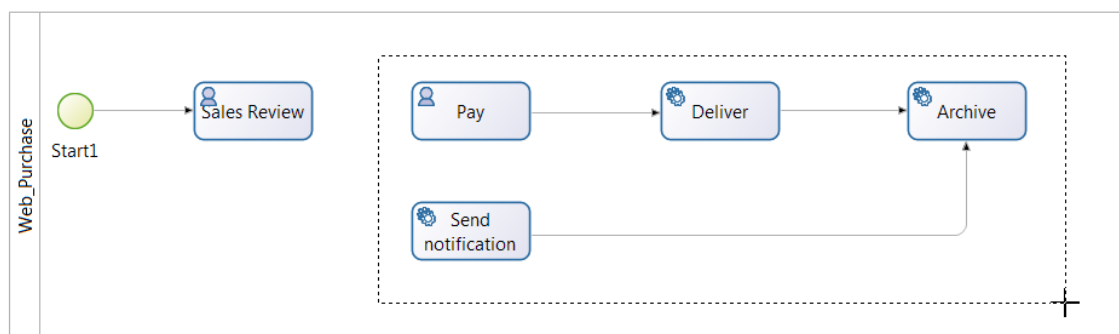


Figure 21. Select a group of tasks to move to the right

The group of elements will be highlighted.

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## Process Design / Business Analyst

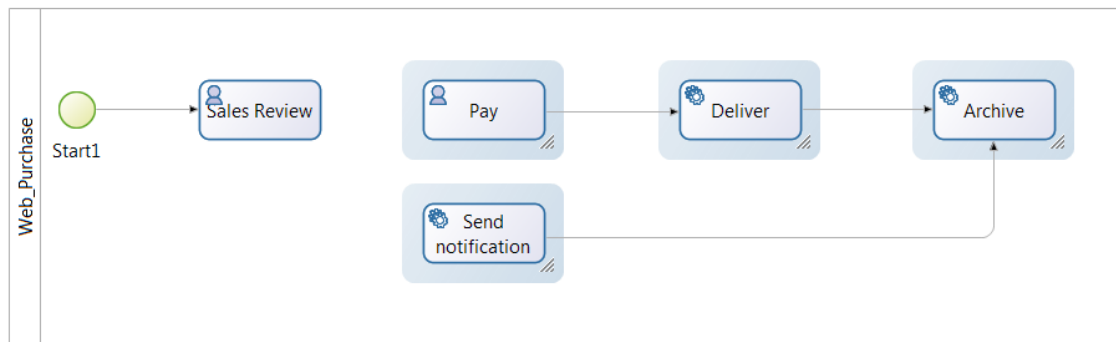


Figure 22. Selected tasks are highlighted

Click on the **cursor icon** in the design palette.



Figure 23. Select the cursor

Click and drag the set of elements to the right.

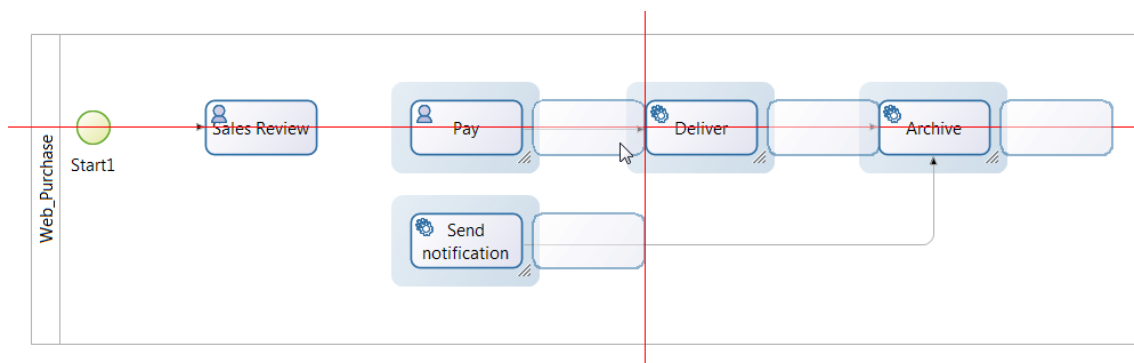


Figure 24. Move the selected tasks to the right

This will open up some space to add in the gateway.

## Bonita Open Solution 5.6.1 Intro Tutorial

### Process Design / Business Analyst

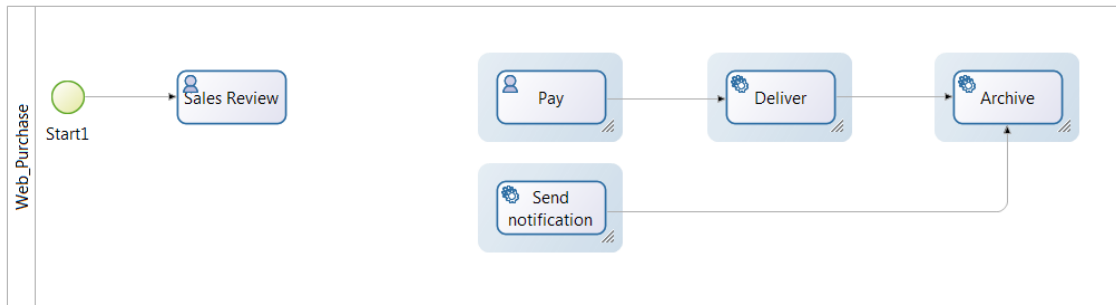


Figure 25. Space now available to add in a gateway

Click on *Sales Review* to see its context menu. Click on the **gateway icon** and drag it into place (see below).

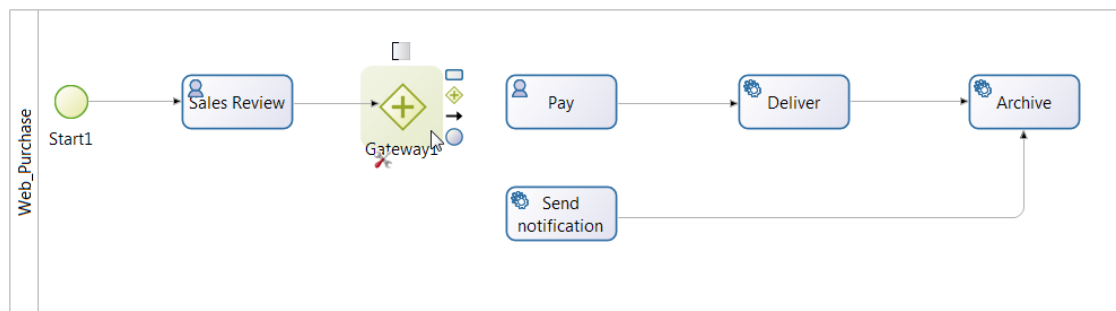


Figure 26. Add a gateway

As the process will follow only one of the two possible paths, change this gateway to an XOR. To do this, click on the gateway and select the tool icon as shown below.

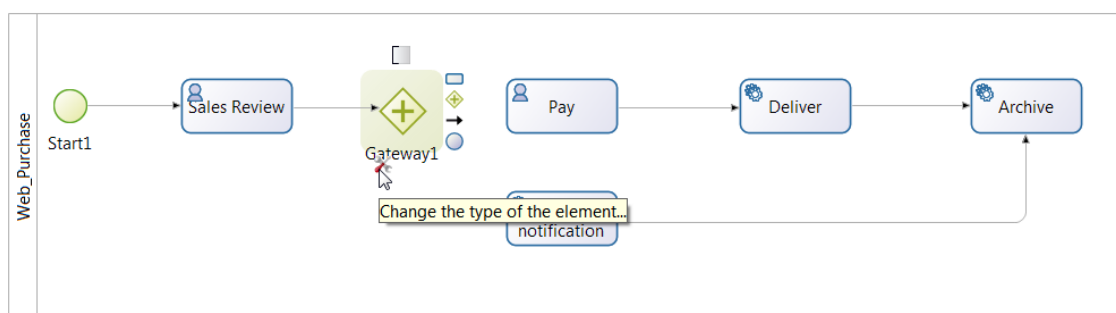


Figure 27. Select gateway to change

Select the XOR icon.

# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

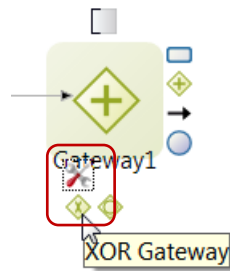


Figure 28. Change AND gateway to XOR

Add a transition between the gateway and *Pay*, and between the gateway and *Send notification*. Click on the transitions to move them, if necessary.

The process diagram should now look like this:

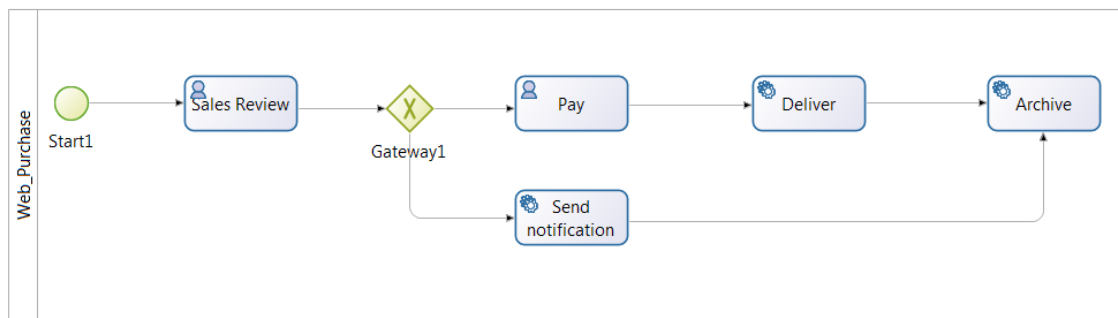


Figure 29. Gateway added to process diagram

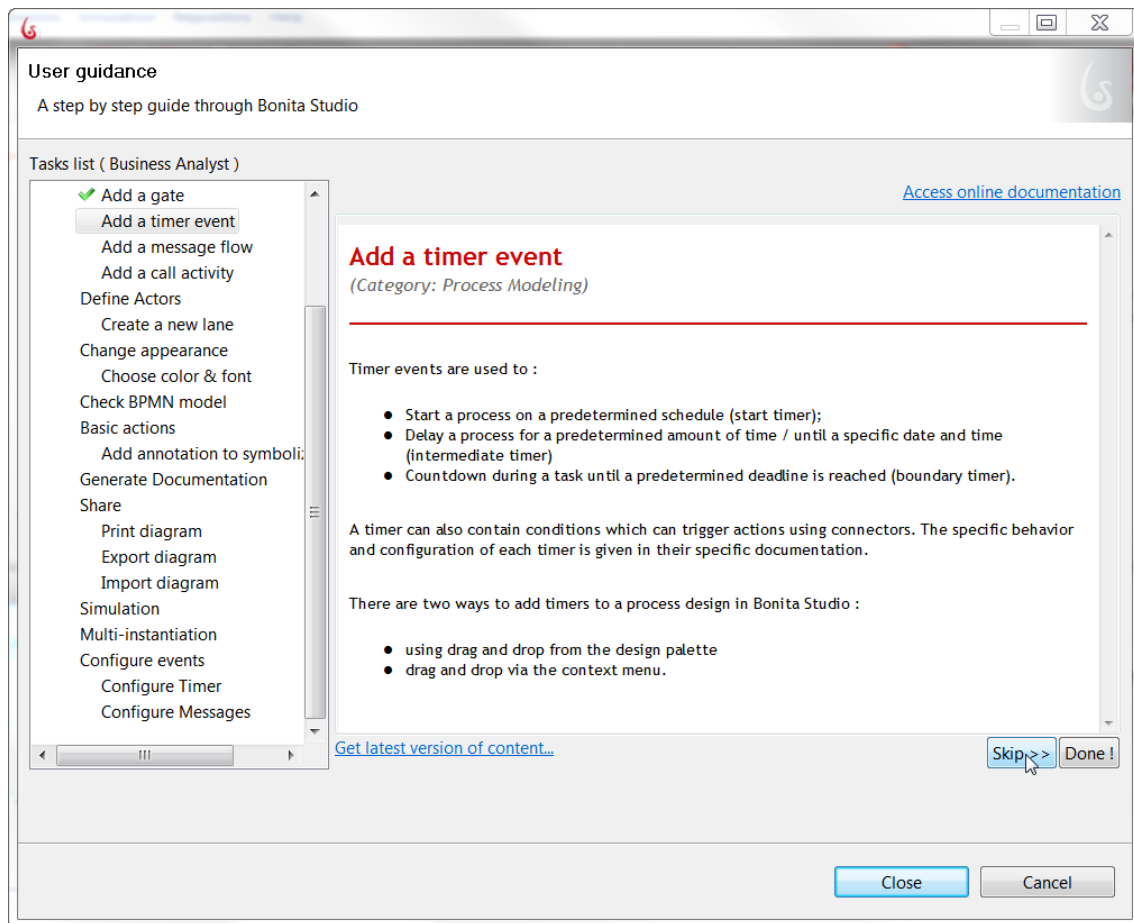
### 4.4.2 Check off User Guidance

Go to the Cool bar and click on **User Guidance**. *Add a gate* is now ready to be checked off. Click on **Done**.

The next step in this tutorial is to add a call activity; there is no timer or message flow in this example process. Click on **Skip** to skip *Add a timer event* on the checklist.

## Bonita Open Solution 5.6.1 Intro Tutorial

### Process Design / Business Analyst



**Figure 30. Skip an item in the User Guidance task list**

A red dash appears next to *Add a timer event*. Do the same to skip *Add a message flow*.

# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

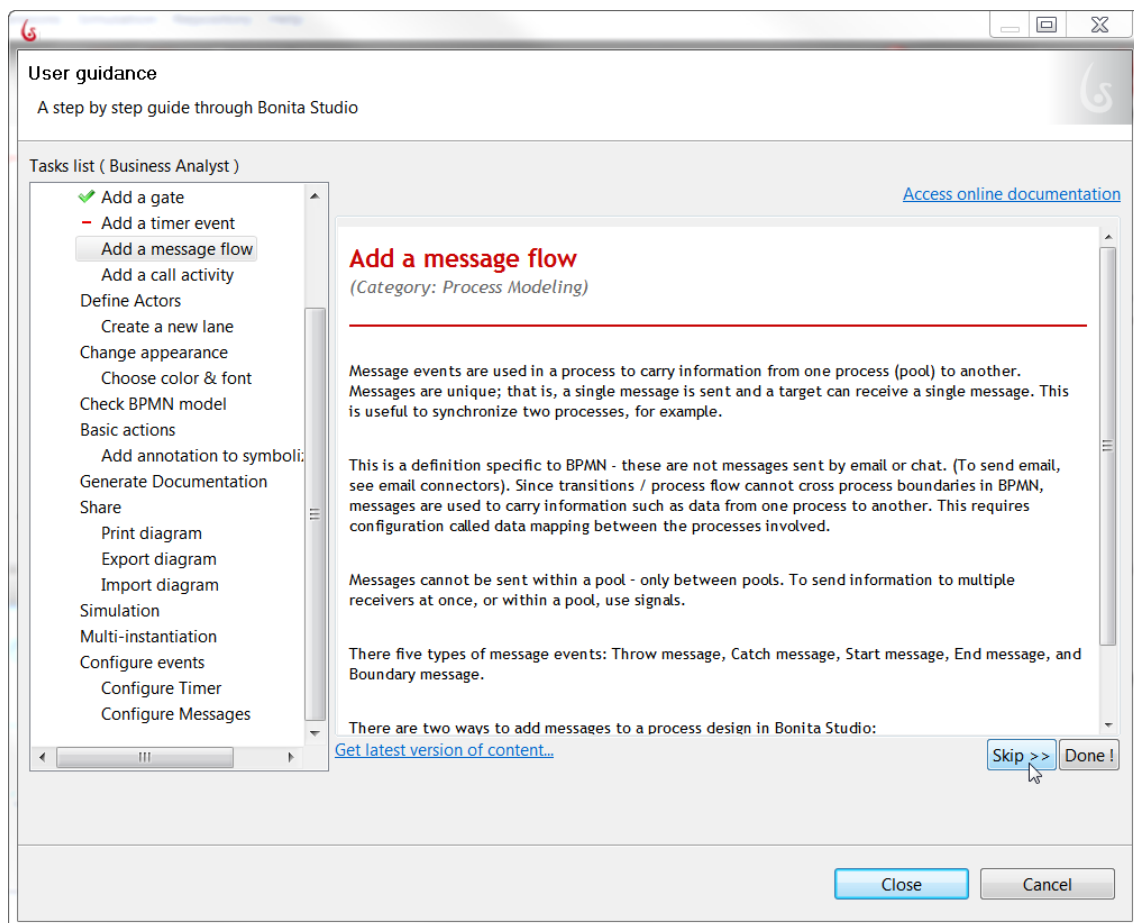


Figure 31. Skipped item shows in User Guidance checklist

Click on **Close** to return to Bonita Studio.

## 4.5 Add a call activity

### 4.5.1 Add a subprocess

A call activity calls a subprocess. Change *Delivery* to a call activity; but first, create the [subprocess](#) that it will call.

Go to the Design palette and click on the icon to [create a new pool](#).

## Bonita Open Solution 5.6.1 Intro Tutorial

### Process Design / Business Analyst

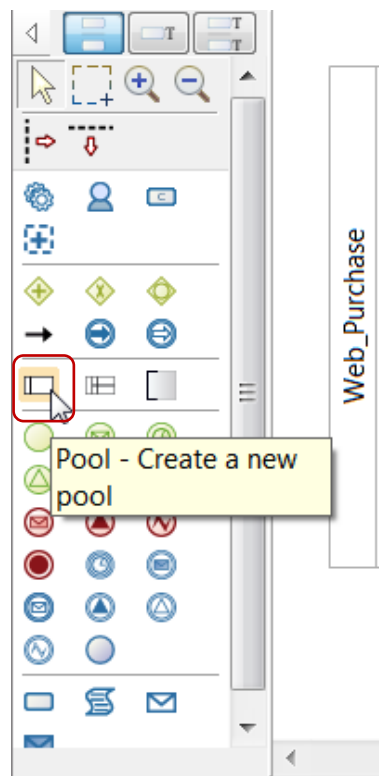


Figure 32. Add a new pool from the design palette

Drag the new pool into place beneath the pool *Web Purchase*.

Click on this new pool, and go to its **Details panel > General tab > Pool pane** and click on **Edit** to rename it *Deliver*.

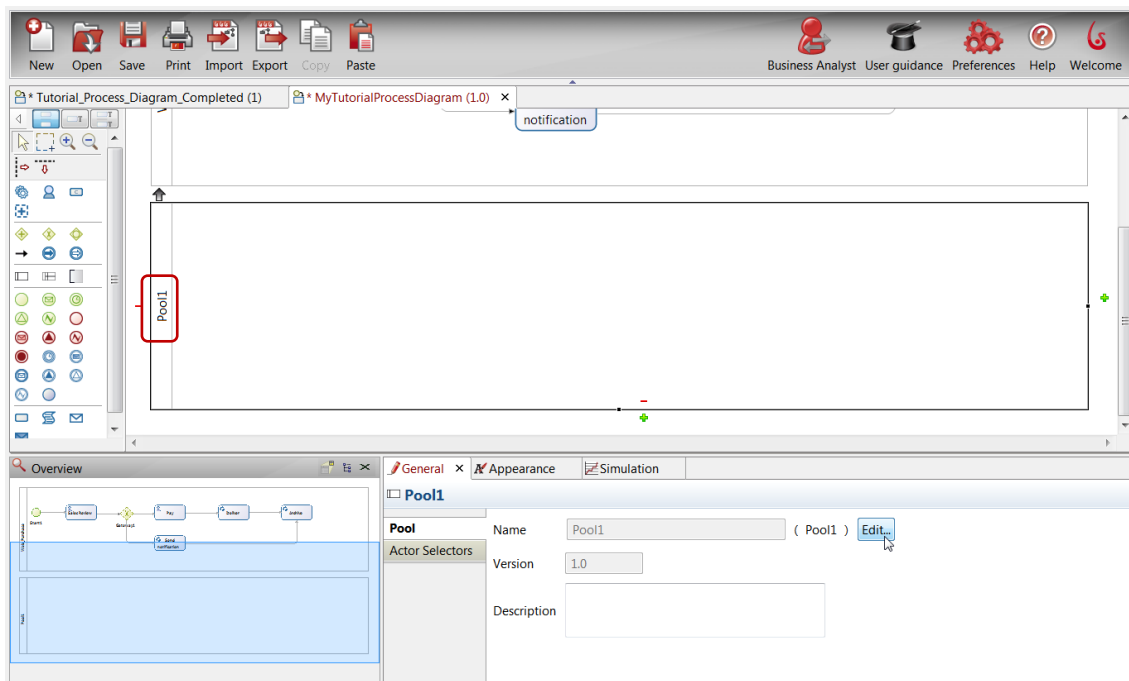


Figure 33. Add a new pool to the process diagram



## Bonita Open Solution 5.6.1 Intro Tutorial

### Process Design / Business Analyst

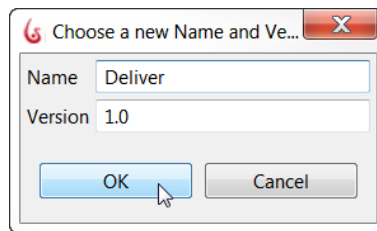


Figure 34. Name and version the new pool

Create the process *Deliver* with a start event, two service tasks (Pull product and Pack and ship), and an end event as described below.

Start by clicking and dragging a [start event](#) from the design palette.

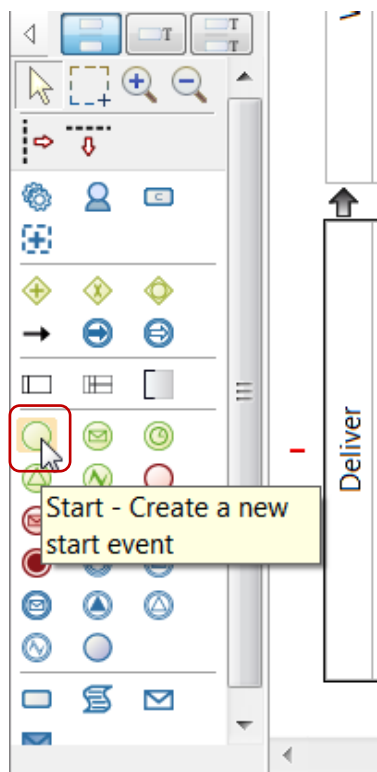


Figure 35. Add a start element from the design palette

Click on Start2 to see its context palette, and click and drag the task icon into place as shown below.

## Bonita Open Solution 5.6.1 Intro Tutorial

### Process Design / Business Analyst

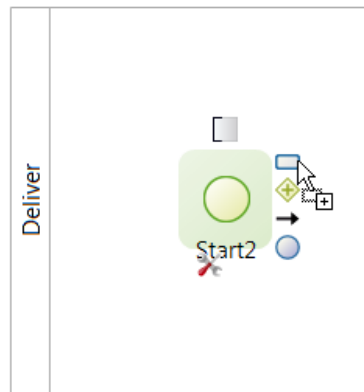


Figure 36. Use the start event context menu to add a new task

Note that the default task created is a service task, and that there is a transition automatically created between *Start1* and *Step1*.

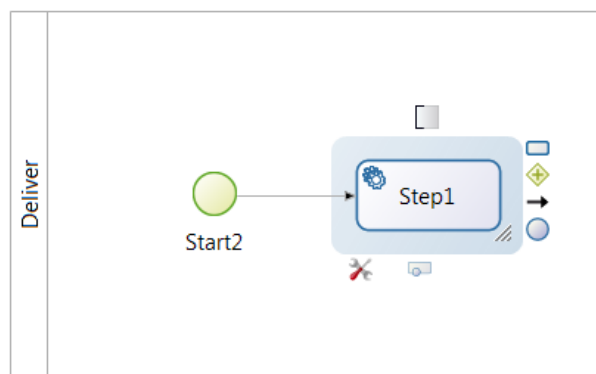


Figure 37. Drag and drop the new service task into place

Rename *Step1* to Pull product. Then use the context palette to click and drag the next task into place.

Rename this step to Pack and ship.

End the process with an [end event](#). To do this, click on *Pack and Ship* and click on the **event** icon.

# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

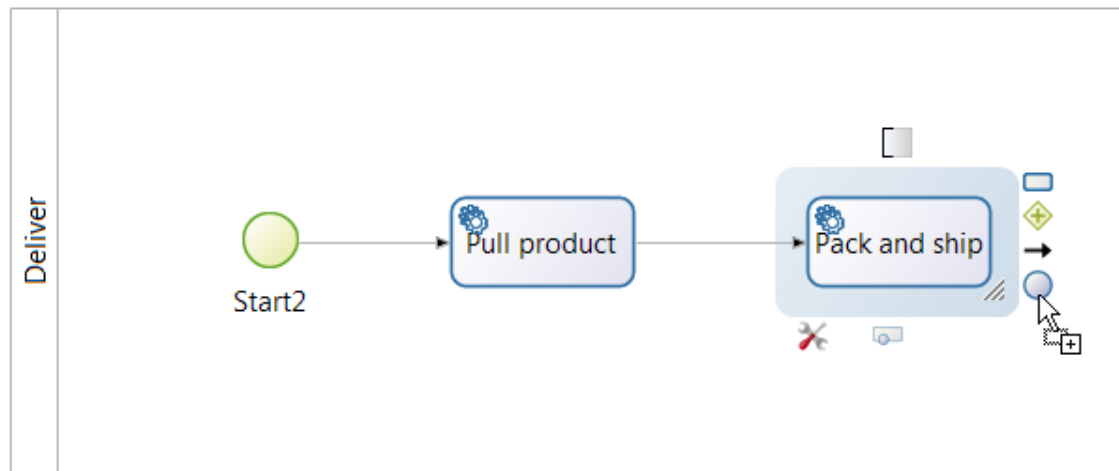


Figure 38. Add another service task

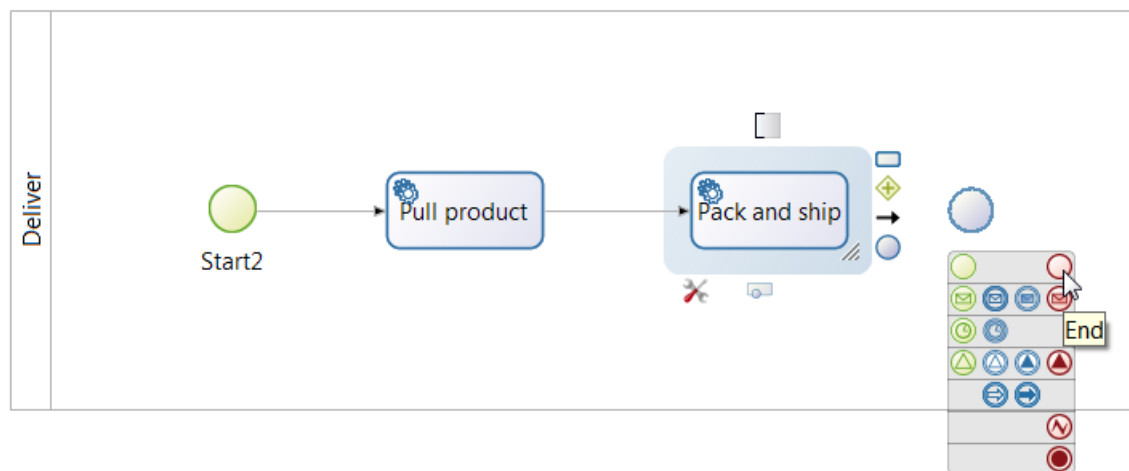


Figure 39. Add an end event

An event context menu will appear. Select the **simple end event**.

The process *Deliver* now looks like this:

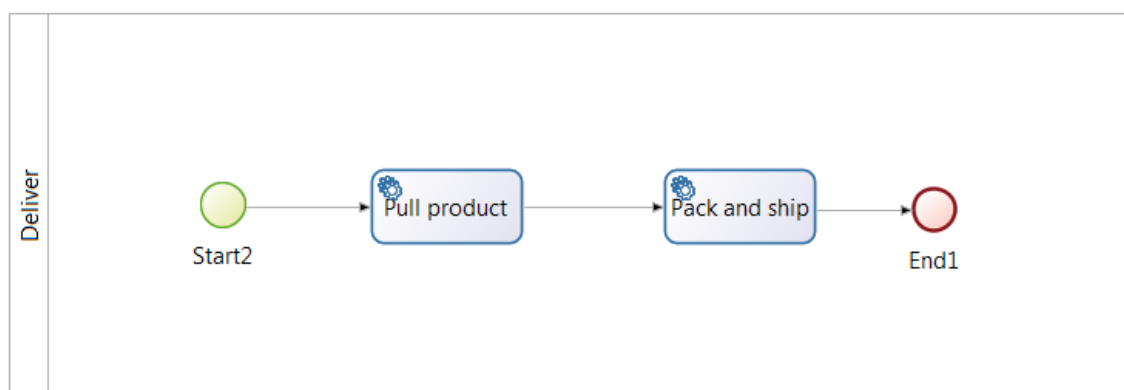


Figure 40. Completed subprocess

## Bonita Open Solution 5.6.1 Intro Tutorial

### Process Design / Business Analyst

#### 4.5.2 Add a call activity

Now change the task *Deliver* in the process/pool *Web Purchase* from a service task to a [call activity](#).

To do this, click on *Deliver*. Its context menu will appear. Click on the tool icon to change the task type.

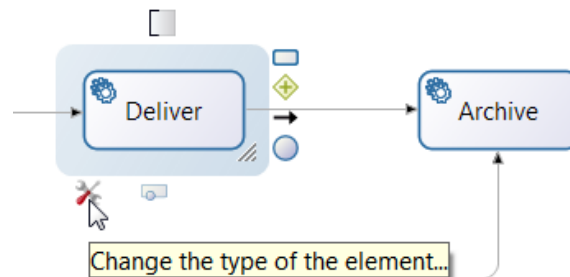


Figure 41. Click on task to change its type

Change the task to a call activity.

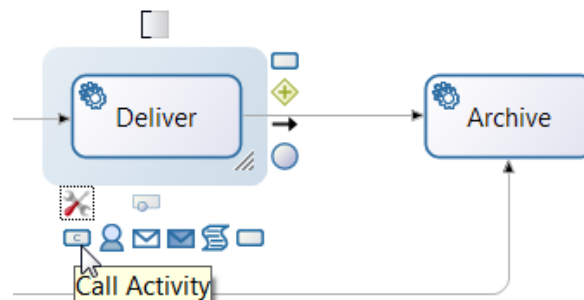


Figure 42. Change the service task to a call activity

The task will change to a call activity. Note that there is a red X on its upper right corner. This is a **Validation** warning, which indicates that the call activity needs to be linked to a subprocess.

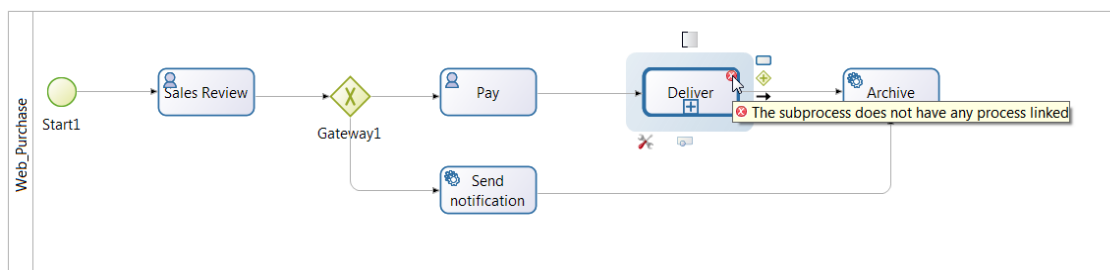


Figure 43. Call activity needs to be linked to a subprocess

To create this link, click on the call activity *Deliver*, and go to its **Details panel > General pane > General tab**. Click on the dropdown menu next to **Subprocess Name**.

# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

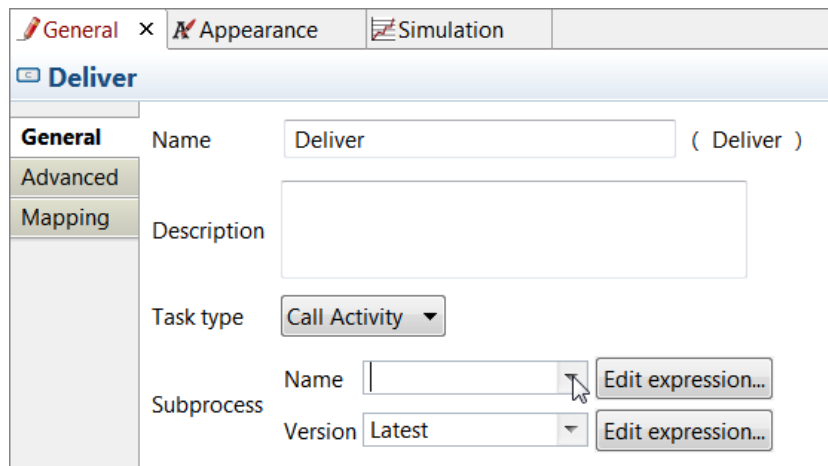


Figure 44. Link a call activity to a subprocess

Select the process *Deliver*. Save the process diagram and the validation warning will disappear. (If it does not, try changing *Deliver* to another task type, then back to a call activity.)

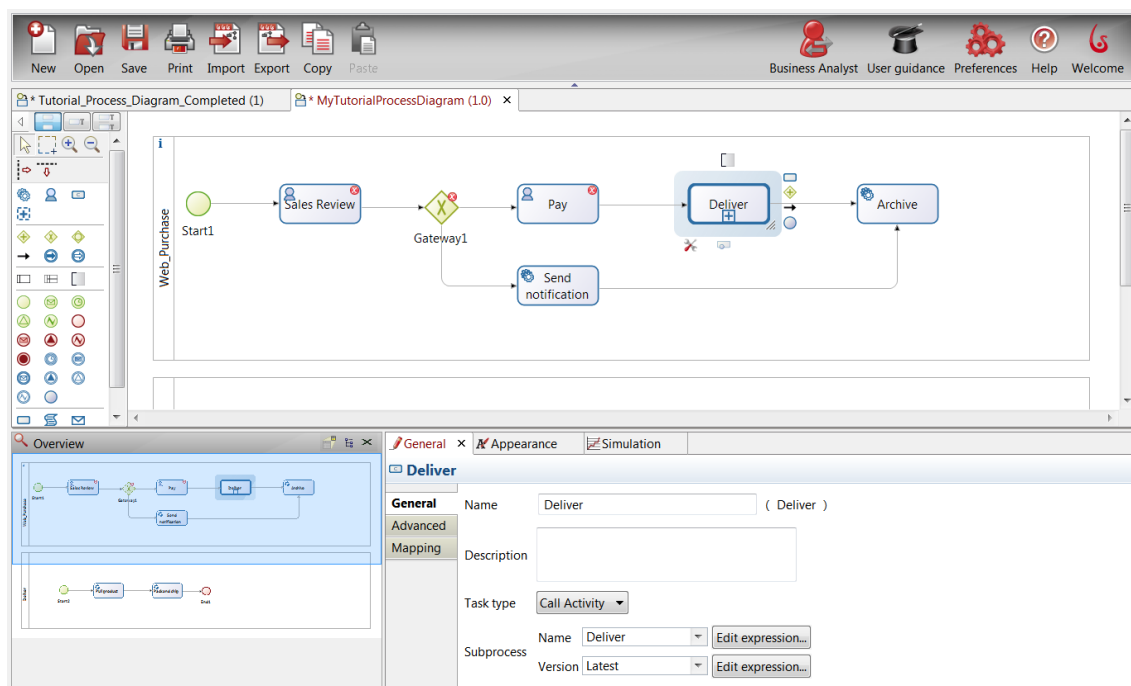


Figure 45. Validation warnings appear on process elements

Note that validation warnings now appear on other elements in the process. Since this model is not intended to be executable, it is normal these warnings will appear. See [Section 4.8, Check the BPMN model](#), for how to turn these warnings off or on.

To complete the graphic process diagram, add a terminate end event after *Archive*.

To do this, click on *Archive* to highlight its context menu. Select the event icon, and then the **terminate end event** from its context menu.

# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

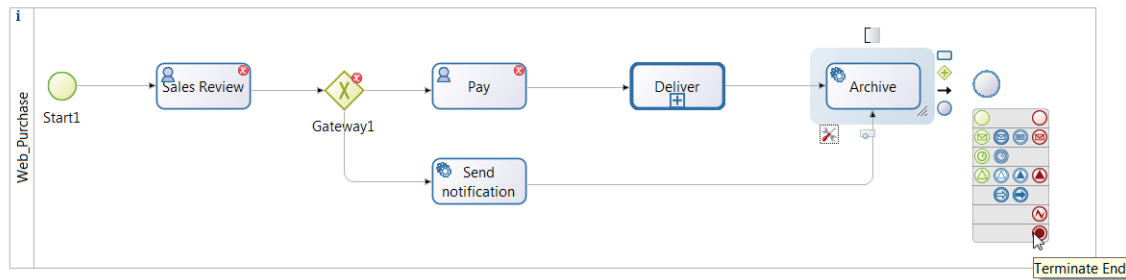


Figure 46. Add a terminate end event

### 4.5.3 Check off User Guidance

Go to the Cool bar and click on **User Guidance**. *Add a call activity* is now ready to be checked off. Click on **Done** and **Close** to return to Bonita Studio.

The graphic design part of the process diagram is now complete and should look like the diagram below.

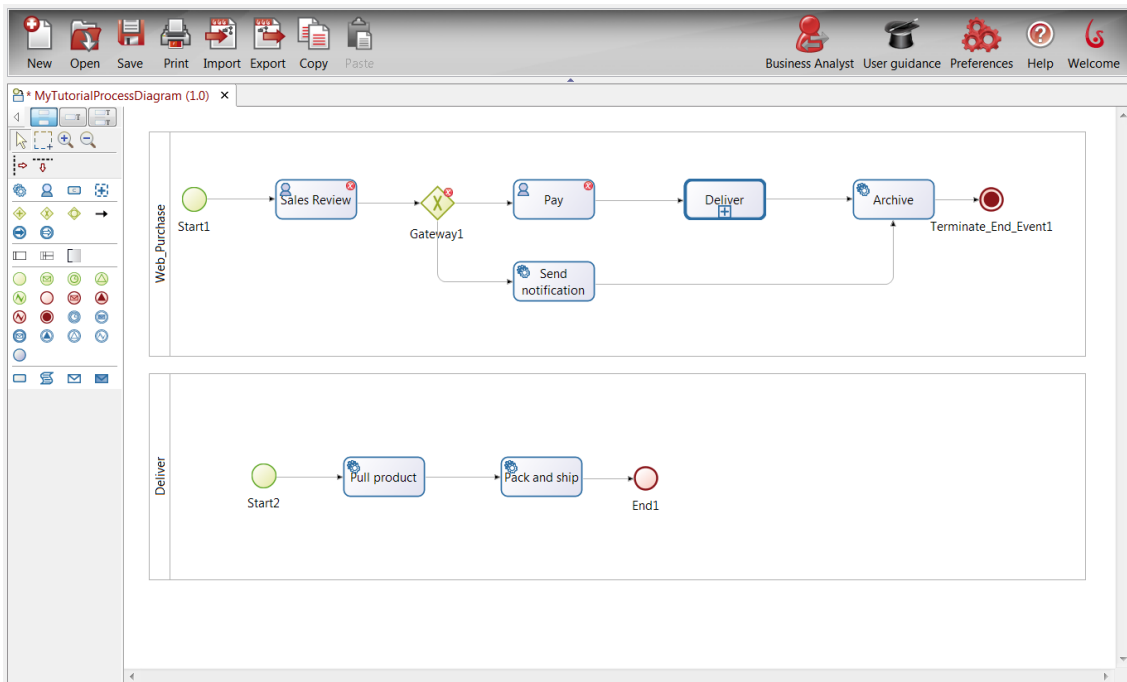


Figure 47. Example process diagram

### 4.6 Define actors

Actors in a process are the individuals responsible for completing the human tasks in the process. They are often defined in groups, for example, *Sales employees*.

One way to define the actors in a process is to assign a specific group of actors to specific lanes in the process.

To do this, [define the lanes](#) needed each group of actors needed in the process.

# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

### 4.6.1 Create a new lane

In this tutorial example, there are two kinds of actors in the *Web Purchase* process: the initiator (a group of one), and *Sales employees* (a group of people).

Click and drag a lane from the design palette into the process.

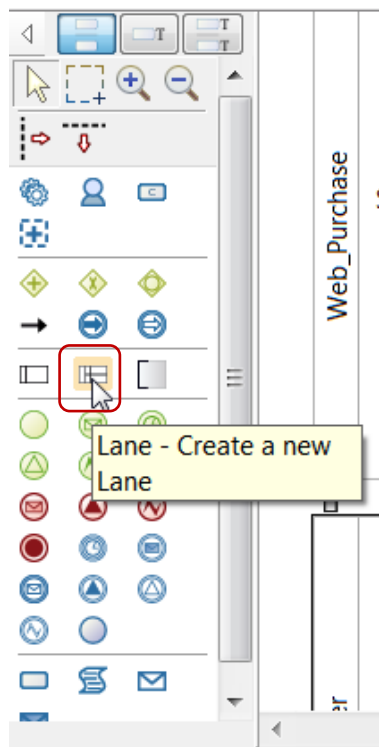


Figure 48. Add a new lane from the design palette

*Lane1* appears on the pool.

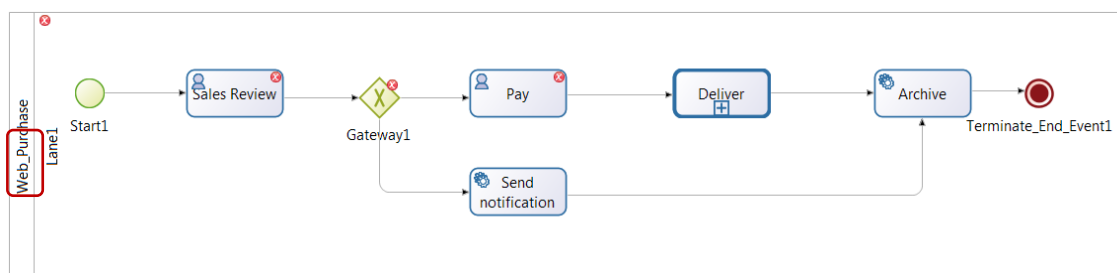


Figure 49. New lane added to the pool

Repeat to add a second lane.

## Bonita Open Solution 5.6.1 Intro Tutorial

### Process Design / Business Analyst

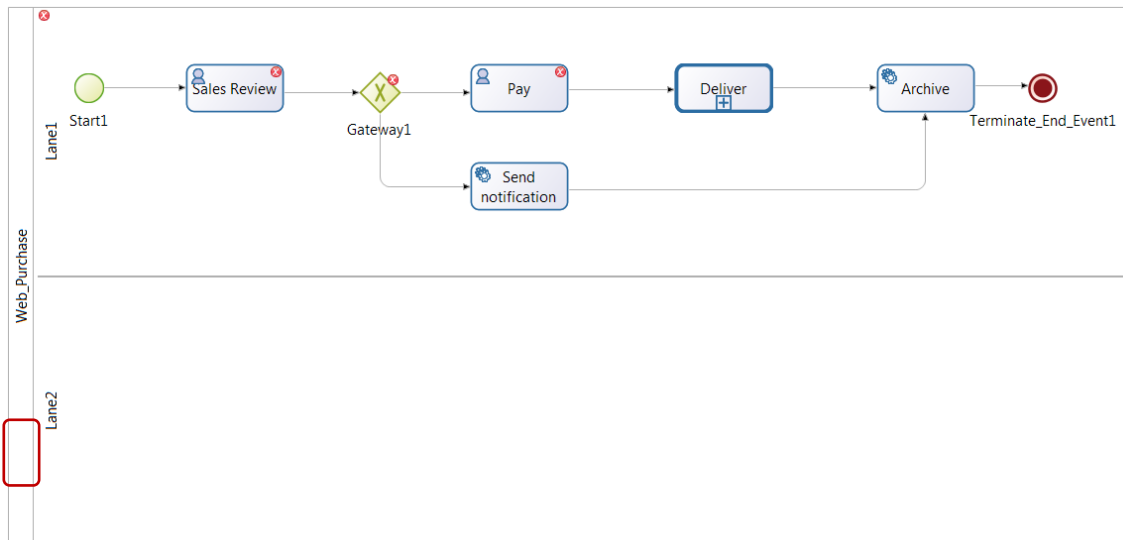


Figure 50. Another new lane added to the pool

Rename *Lane1* to *Customer*. To do this, click on *Lane1*. Go to its **Details panel > General tab > Lane pane**. Enter *Customer* in the **Name** field.

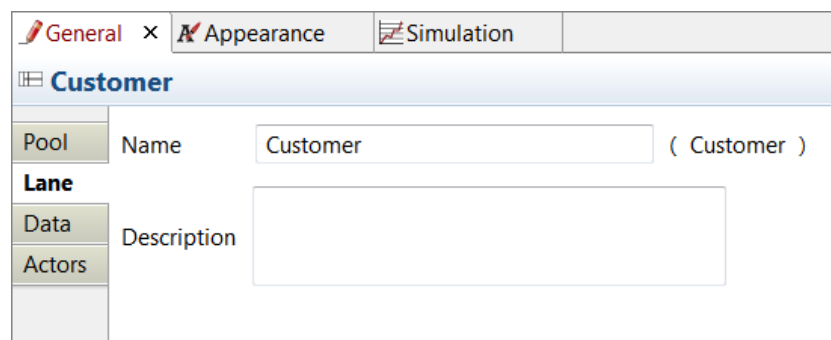


Figure 51. Rename lane

Click on *Lane2* and rename it *Sales employees*.

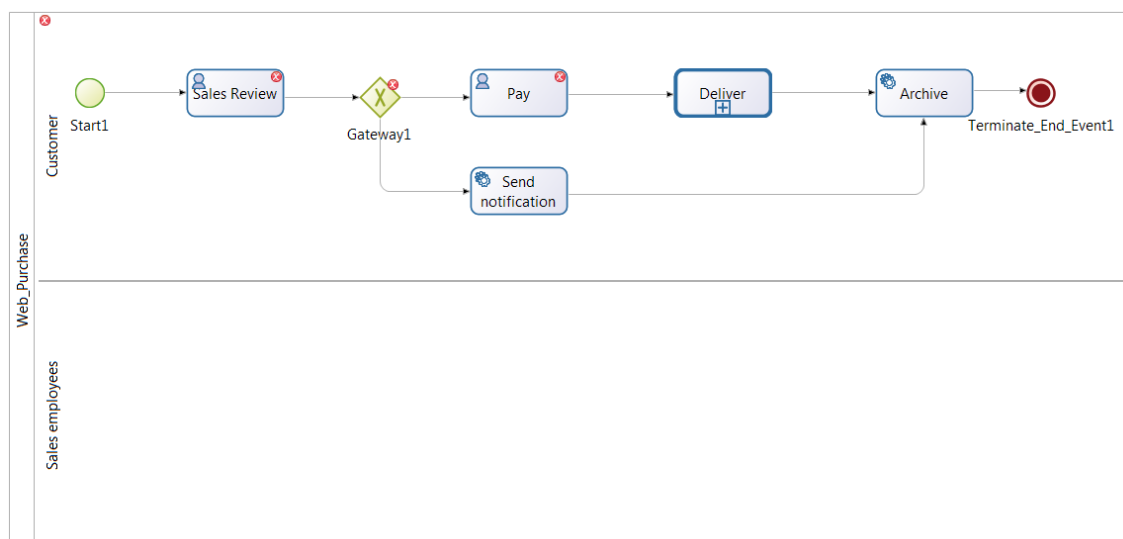


Figure 52. Renamed lanes



## Bonita Open Solution 5.6.1 Intro Tutorial

### Process Design / Business Analyst

Click and drag the elements in the *Web Purchase* process so that the 2 customer tasks remain in the customer lane, and the rest of the tasks appear in the Sales employee lane.

The *Deliver*, *Send notification*, and *Archive* tasks have no actors, so they can appear anywhere on the process diagram. In this case, place them so the diagram is readable, as in the example below.

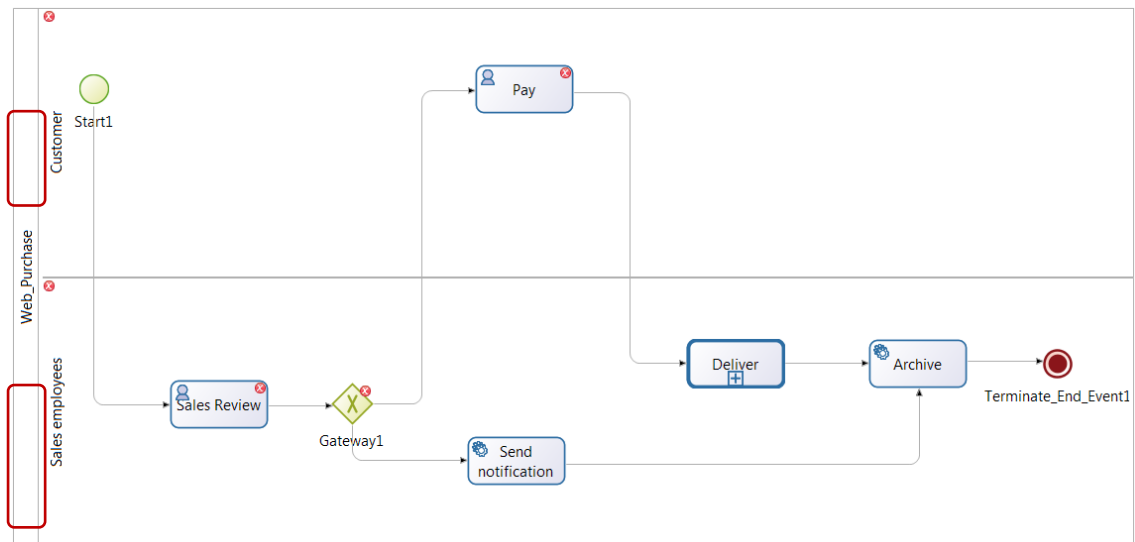


Figure 53. Rearrange tasks according to actor

There are no human tasks defined in the pool/process *Deliver*, so no lane or actor definition is needed there.

## Bonita Open Solution 5.6.1 Intro Tutorial

### Process Design / Business Analyst

#### 4.6.2 Check off User Guidance

Go to the Cool bar and click on **User Guidance**. *Create a new lane* is now ready to be checked off. Click on **Done** and **Close** to return to Bonita Studio.

#### 4.7 Change the appearance of a process diagram

##### 4.7.1 Choose color and font for a pool, lane, or task

To personalize the look of processes, you can change the appearance of the whiteboard and the elements on it.

For example, to [change the background color of a task](#):

Click on the task *Pay*. Go to its **Details panel > Appearance tab > color & font pane**.

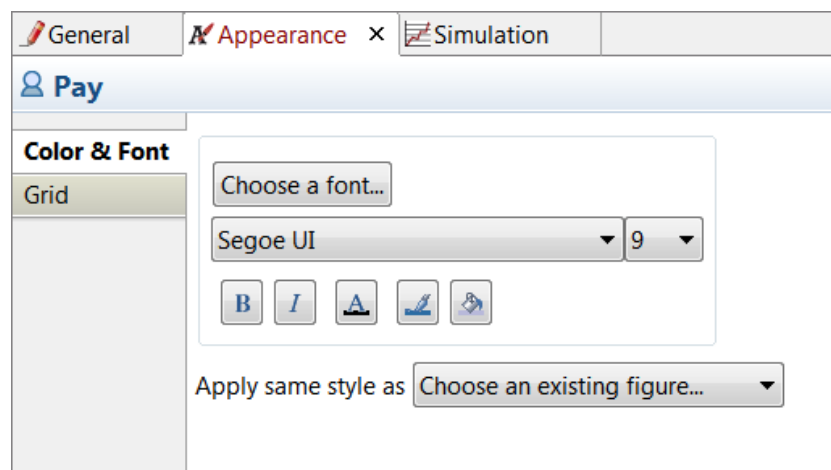


Figure 54. Change the background color on a task

Click on the **color fill icon** .

Select a color from the color palette, for example, light green.

# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

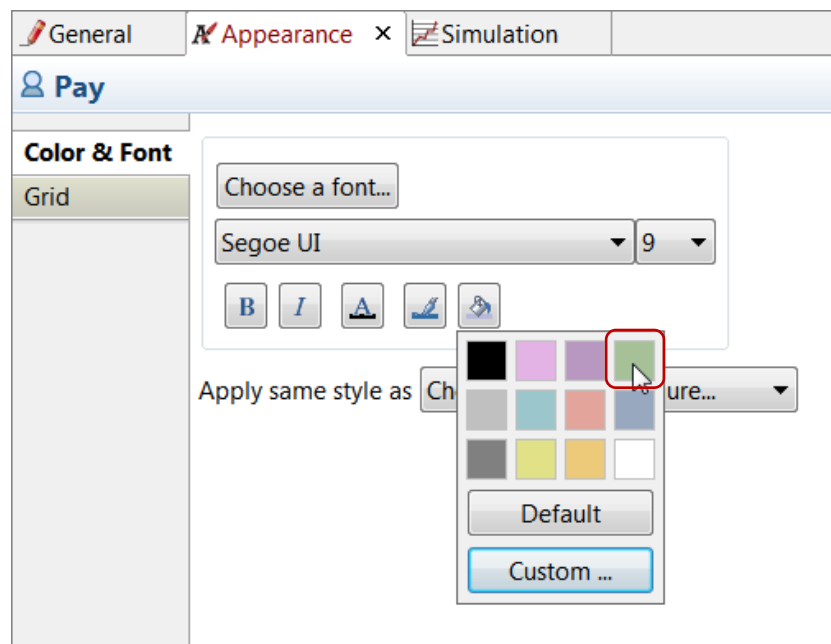


Figure 55 Choose a color from the color palette

The task color has now changed to light green.

Use this same set of functions to change fonts, font styles, and font colors for pools, lanes, and tasks in a process diagram.

### 4.7.2 Check off User Guidance

Go to the Cool bar and click on **User Guidance**. *Choose color and font* is now ready to be checked off. Click on **Done** and **Close** to return to Bonita Studio.

## 4.8 Check the BPMN model

When a process model is incomplete (for example, a lane or task is missing an actor assignment, a gateway is missing a branching instruction, etc), a red **X** appears on the element (see Fig 53, above).

This indicates that there is a correction needed in order for the process to execute. (Many of the corrections needed are addressed in the following tutorial, **Process Design**.)

You can de-activate this [validation](#) feature so you won't see the **X** marks in your process elements, which is useful when you want to share a clean diagram.

Re-activate it when you want to see if there are missing configurations in the process.

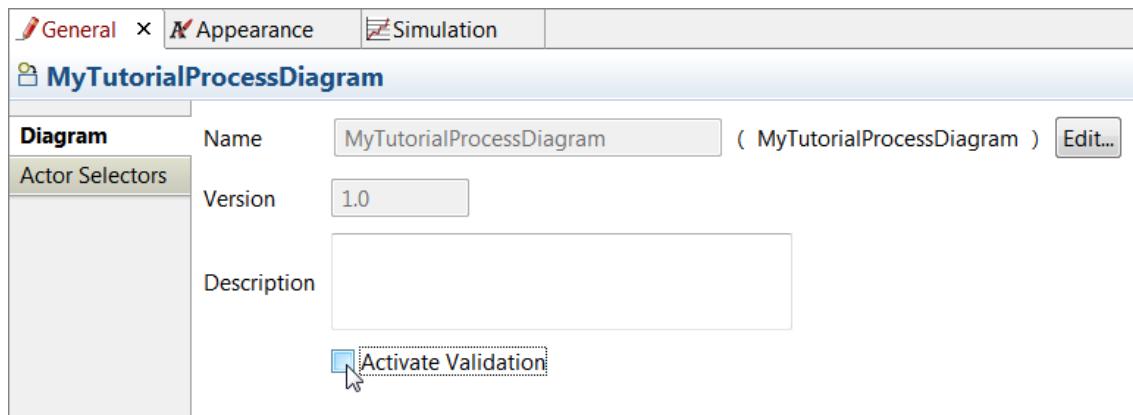
### 4.8.1 Activate or de-activate validation

To de-activate validation, click on the process diagram outside the pools.

In the process diagram **Details panel > General tab > Diagram pane**, uncheck the **Activate validation** checkbox.

## Bonita Open Solution 5.6.1 Intro Tutorial

### Process Design / Business Analyst



General × Appearance Simulation

MyTutorialProcessDiagram

Diagram Name: MyTutorialProcessDiagram ( MyTutorialProcessDiagram ) Edit...

Version: 1.0

Description:

☒ Activate Validation

Figure 56. Activate or de-activate validation

The validation warnings will disappear.

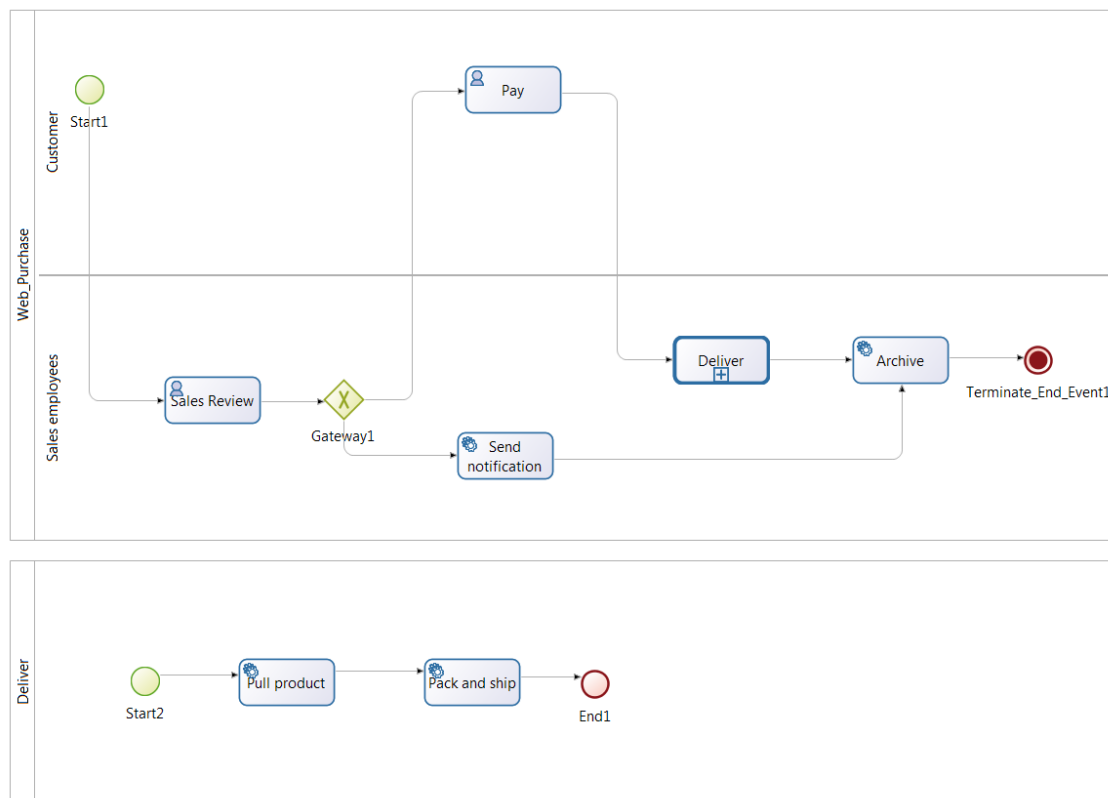


Figure 57. Validation warnings disappear

#### 4.8.2 Check off User Guidance

Go to the Cool bar and click on **User Guidance**. *Check BPMN model* is now ready to be checked off. Click on **Done** and **Close** to return to Bonita Studio.

# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

### 4.9 Add annotation

Add an annotated text box to add extra information to the process diagram. Annotations can be free floating, or connected to an element.

#### 4.9.1 Add an annotation to an element

Add an [annotation](#) to *Start1*. Click on *Start1* and the **text annotation icon** in its context palette.

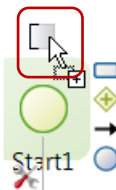


Figure 58. Select text annotation

Click and drag the text annotation to a place on the pool close to the element.

Click on its **Details panel > General tab -> General pane** and enter text in the field.

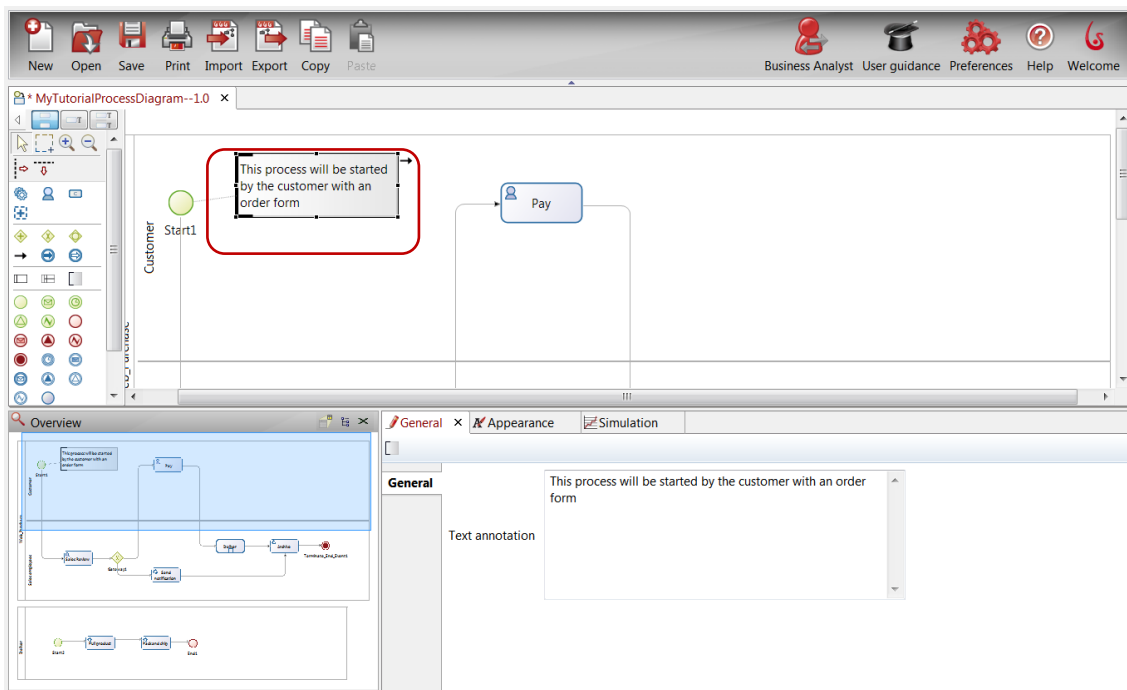


Figure 59. Start element with attached text annotation

Text annotations can also be free-floating in a pool (ie, unattached to an element). Click and drag a text annotation from the design palette onto the whiteboard.

## Bonita Open Solution 5.6.1 Intro Tutorial

### Process Design / Business Analyst

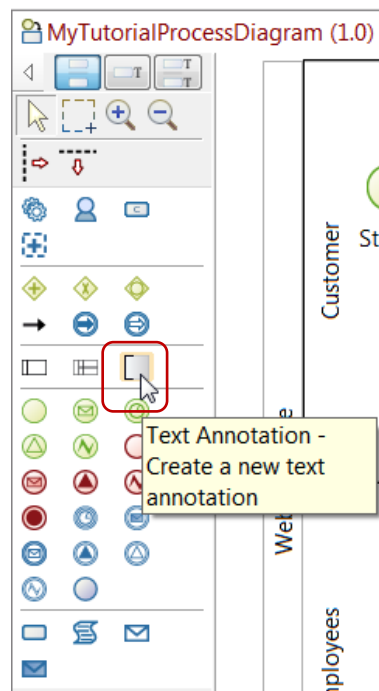


Figure 60. Add a text annotation from the design palette

Enlarge the annotation as needed by clicking and dragging a corner.

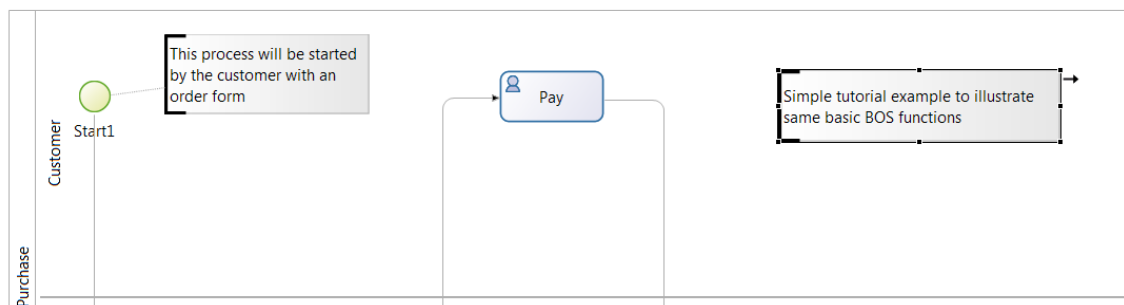


Figure 61. Free-floating text element

#### 4.9.2 Check off User Guidance

Go to the Cool bar and click on **User Guidance**. *Add annotation* is now ready to be checked off. Click on **Done** and **Close** to return to Bonita Studio.

#### 4.10 Generate documentation (Subscription Pack only)

##### 4.10.1 Generate process diagram documentation

Generate a file describing the contents of a process diagram. The file contains information on all elements in all processes in the diagram.

To [generate documentation](#), go to the Menu bar and select **Process > Generate documentation**.

# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

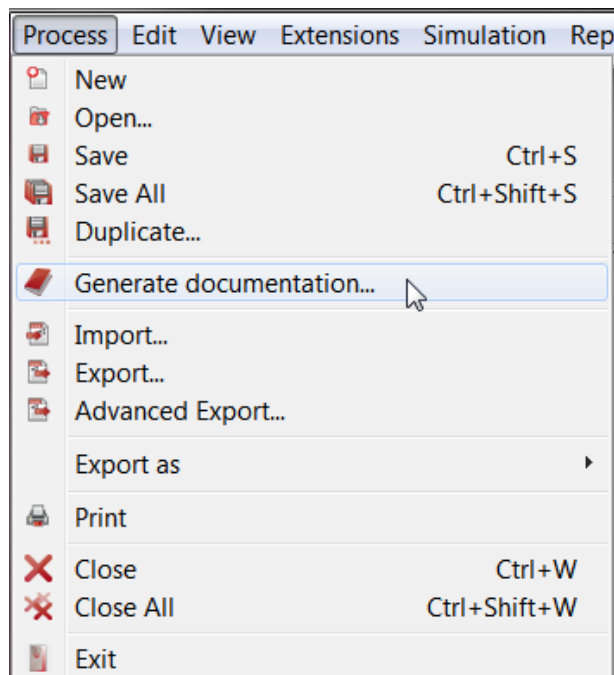


Figure 62. Generate documentation from the menu bar

In the *Generate process documentation* wizard, browse to where you want to save the target file. Choose the report format, leave the other defaults checked, and click on **Generate**.

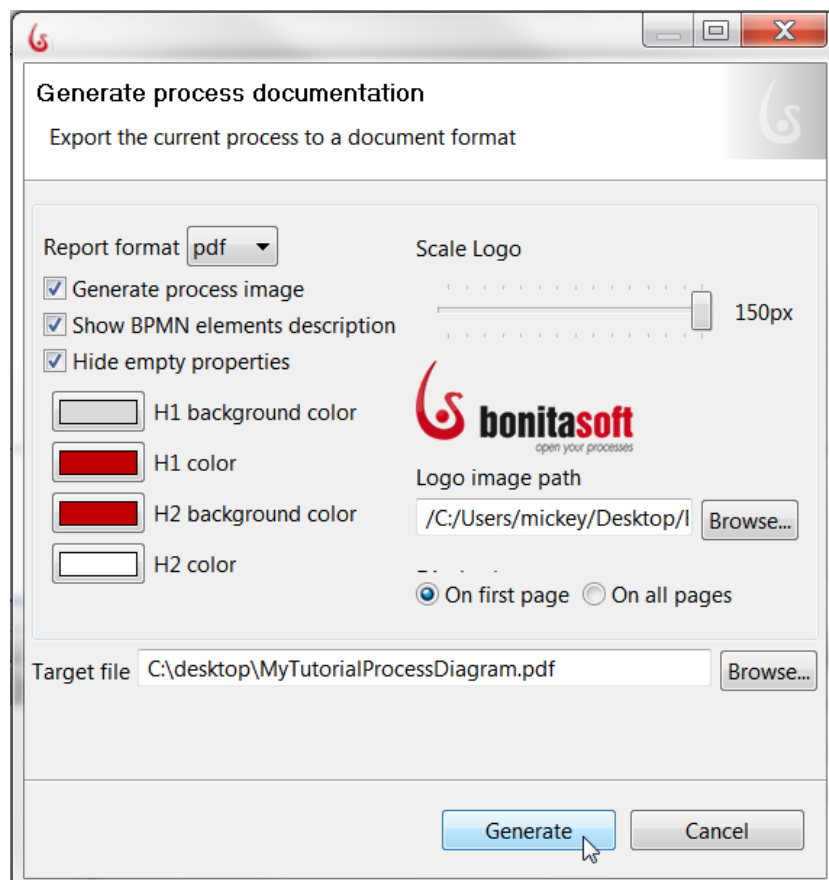


Figure 63. Select documentation options

## Bonita Open Solution 5.6.1 Intro Tutorial

### Process Design / Business Analyst

The PDF document will be saved to the target location, and will also open in a new tab in Bonita Studio.

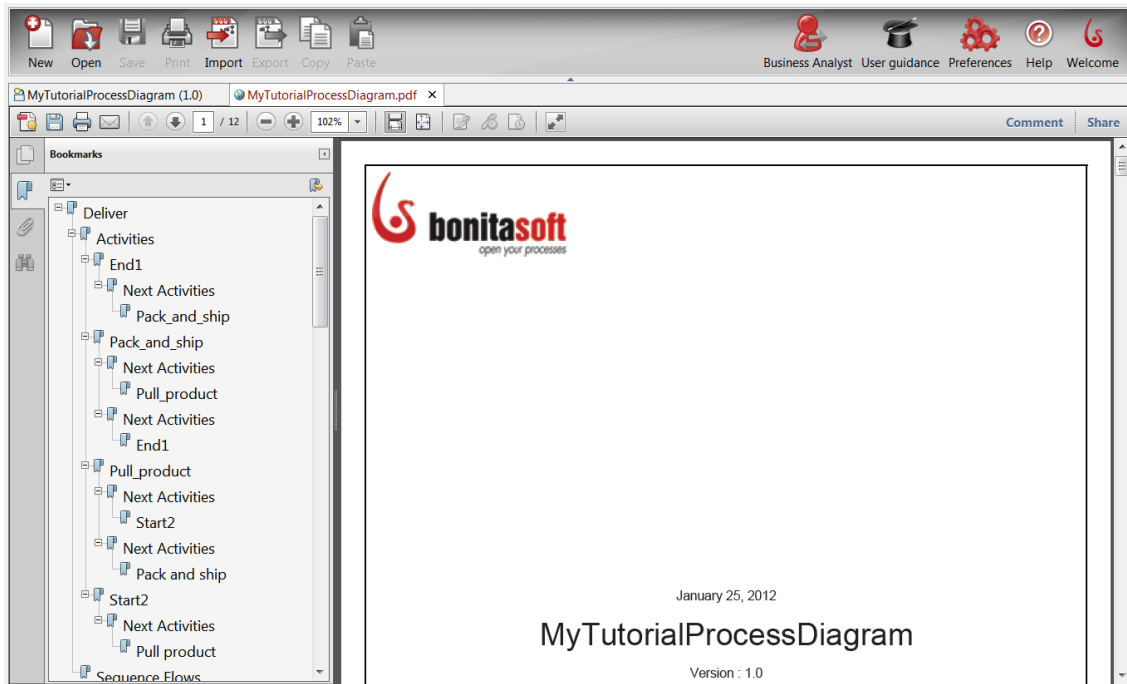


Figure 64. PDF version of documentation also opens in a new tab

#### 4.10.2 Check off User Guidance

Go to the Cool bar and click on **User Guidance**. *Generate documentation* is now ready to be checked off. Click on **Done** and **Close** to return to Bonita Studio.

#### 4.11 Share a process diagram

##### 4.11.1 Print a process diagram

To create a [printable copy](#) of a process diagram, go to the Menu bar and select **Process > Print**.



# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

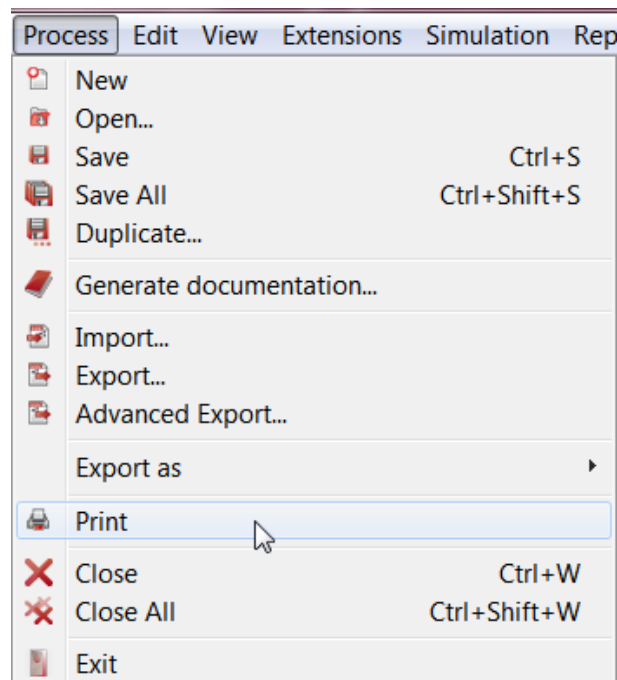


Figure 65. Print a process diagram

The process diagram will appear in print preview.

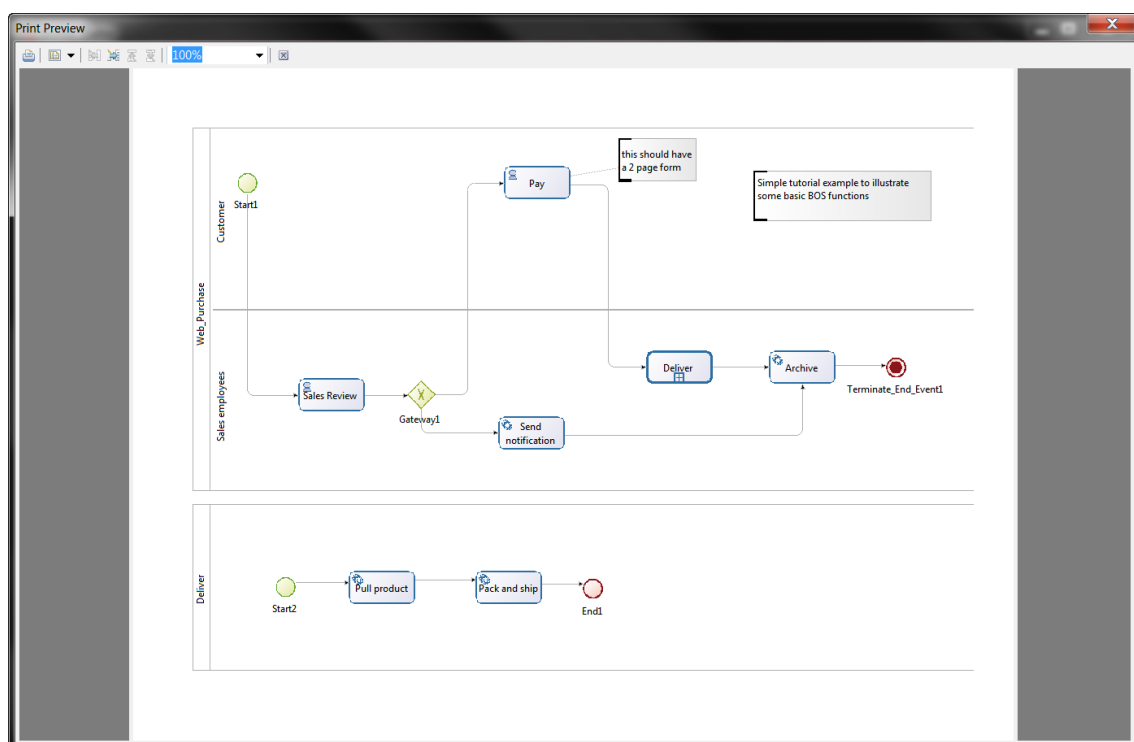


Figure 66. Print view

Select a printer and print.

## Bonita Open Solution 5.6.1 Intro Tutorial

### Process Design / Business Analyst

#### 4.11.2 Export a process diagram in \*.proc or \*.bar format

If the validation feature is not activated, the **Export** feature in Bonita Studio will export a process diagram in PROC (Bonita process) format only.

If the validation feature is activated, the Export feature in Bonita Studio will export a process diagram in Bonita Archive (BAR) format.

To [export a process diagram](#) in either format, go to the Menu bar and select **Process > Export**.

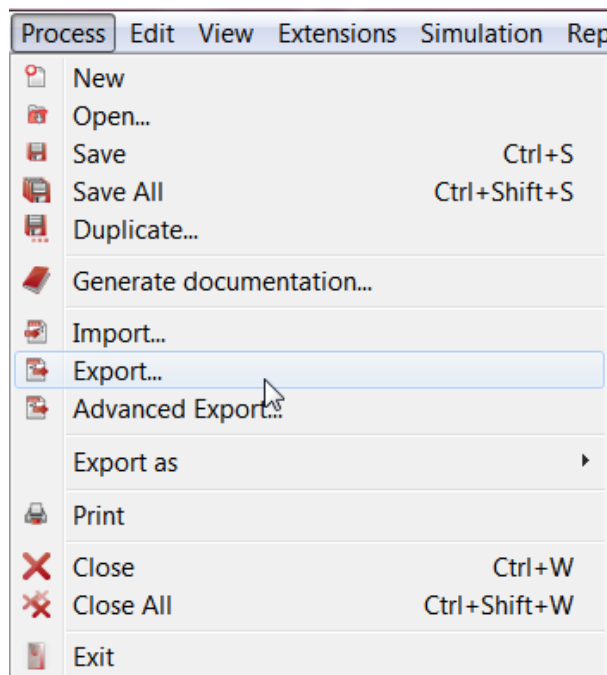


Figure 67. Export a process diagram

Browse to where you want the file to be saved and click on **OK**.

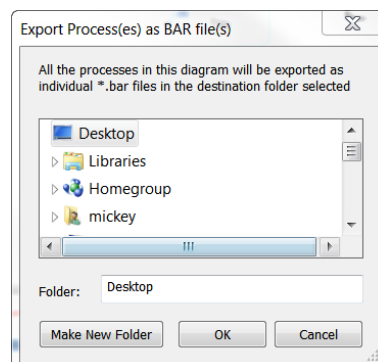


Figure 68. Browse to the file save location

If the validation feature is de-activated, you will get a warning. Click on **OK**.

# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

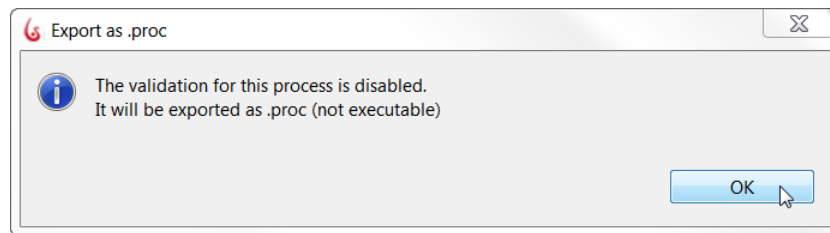


Figure 69. Non-executable processes are exported as PROC files

### 4.11.3 Export a process diagram in BPMN 2.0 format

To [export a process diagram in BPMN format](#), go to the Menu bar and select **Process > Export as > BPMN 2.0**.

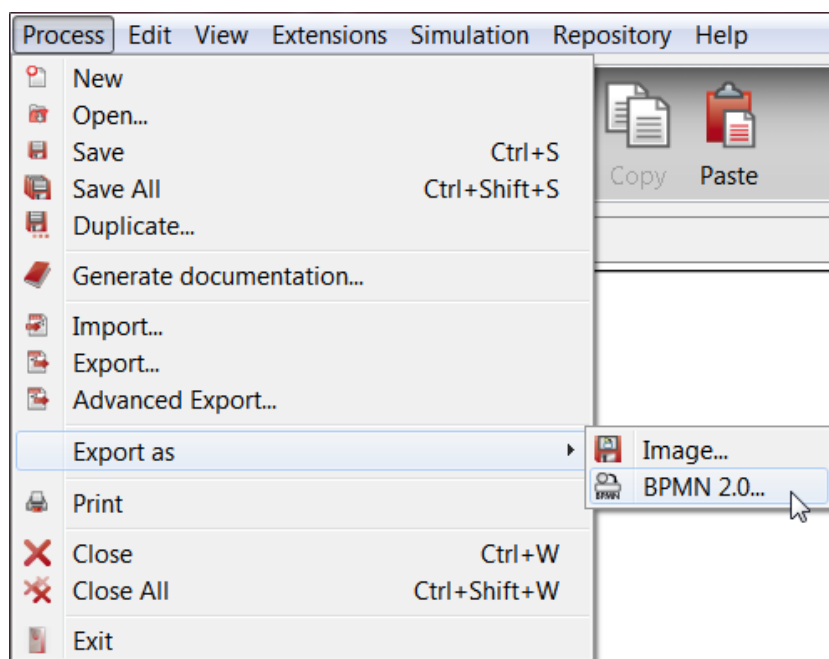


Figure 70. Export a process diagram in BPMN format

Browse to where you want the file to be saved. It will be exported and saved as a \*.bpmn file.

### 4.11.4 Export a process diagram as an image

To export a process diagram as an image, go to the Menu bar and select **Process > Export as > image**.

## Bonita Open Solution 5.6.1 Intro Tutorial

### Process Design / Business Analyst

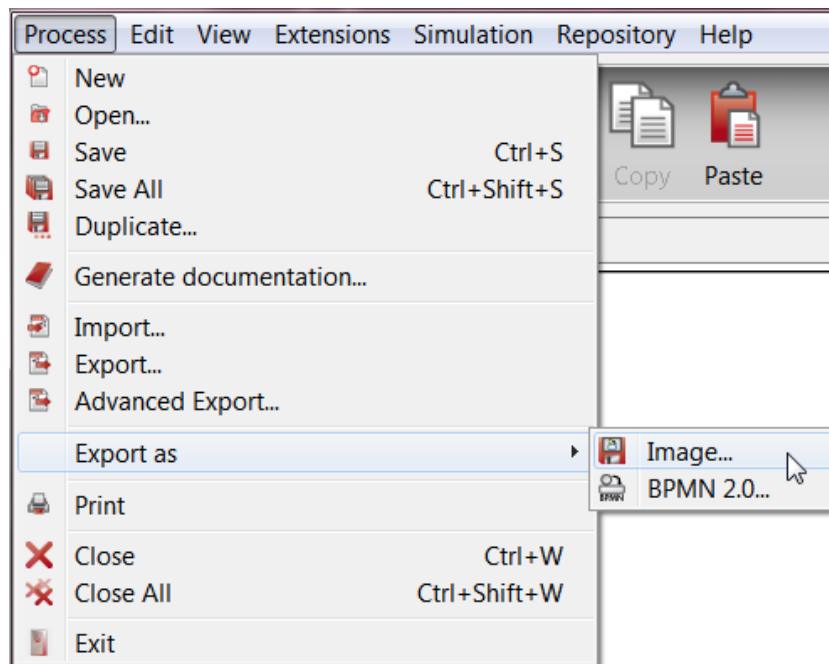


Figure 71. Export a process diagram as an image

Browse to where you want the file to be saved and select the image format to save it in. Click on **OK**.

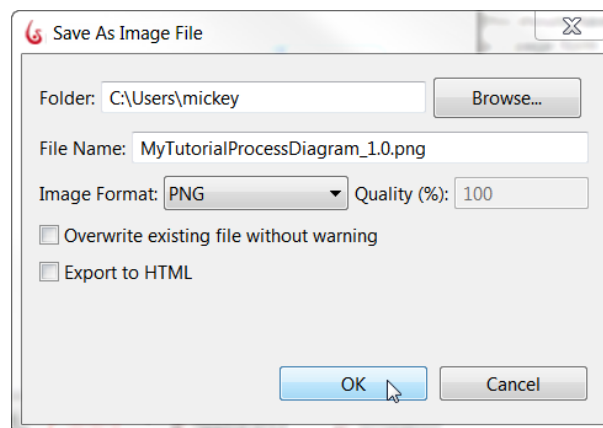


Figure 72. Format options for image export

#### 4.11.5 Import a process diagram

To [import a process diagram](#), go to the Menu bar and select **Process > Import**.

# Bonita Open Solution 5.6.1 Intro Tutorial

## Process Design / Business Analyst

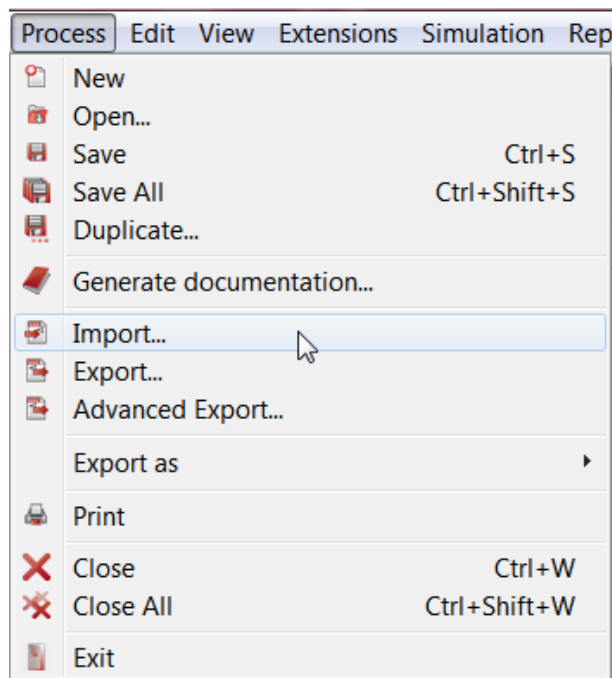


Figure 73. Import process diagram

Select Bonita as the input format, and browse to where you have exported the example process diagram (in either \*.proc or \*.bar format).

Click on **Open**, then **Finish**.

### 4.11.6 Check off User Guidance

Go to the Cool bar and click on **User Guidance**. *Print diagram*, *Export diagram*, and *Import diagram* are now ready to be checked off. Click on **Done** for each one, then on **Close** to return to Bonita Studio.

## **Bonita Open Solution 5.6.1 Intro Tutorial**

### **Process Design / Business Analyst**

#### **Part 5. For more tutorial examples**

More information about these features can be found in the [Bonita Open Solution online documentation](#).

A continuation of this example showing features to add and define variables, conditions on transitions, connectors, and more can be found in the next tutorial for **Process Definition**.

A continuation of this example showing features to add and define forms, handle data, change look'n'feels, and more can be found in the tutorial for **Application Design**.

#### **Part 6. Feedback, Questions, and More Information**

If you explore a bit more in **Bonita Open Solution**, you will find many more functionalities not addressed in this Intro Tutorial.

Follow the links below:

##### **More Functionalities**

For further explanation of the features and functionalities in Bonita Open Solution, see the [Bonita Open Solution online documentation](#).

<http://www.bonitasoft.com/resources/documentation/index.php>

##### **BonitaSoft Forum**

We welcome your feedback on the [BonitaSoft Forum](#).

Ask your questions too. Use the [BonitaSoft Forum](#) to let us have it!

<http://www.bonitasoft.org/forum/>

##### **BonitaSoft Community**

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<http://www.bonitasoft.org/register.php>

##### **Bug Tracker, Source Code**

Check out our [Bug Tracker, Source Code](#).

<http://www.bonitasoft.org/index.php>

##### **Feedback on this tutorial, or on documentation in general**

Submit an issue on [documentation feedback](#).

[http://www.bonitasoft.org/bugs/bug\\_report\\_advanced\\_page.php](http://www.bonitasoft.org/bugs/bug_report_advanced_page.php)

##### **More information**

For more information, contact us at [www.bonitasoft.com](http://www.bonitasoft.com)

<http://www.bonitasoft.com/company/contact.php>.

*Have fun with Bonita!*