|  |  |
| --- | --- |
| **jnj_InformationTechnology_logo_preferred_RGB_2color** | |
| <Organization> |
| <Automation Name>  Solution Design Definition |
| <DELIVERABLE ID>  <Deliverable ID is the unique identification the document will have as a record for traceability purpose. It is also vital information for any configuration management practices that may apply to the project. Please, refer to the ‘identifying project work products’ guideline in order to define the Deliverable ID.  This field can be deleted in case any other equivalent mechanisms are in place to uniquely identify records. This decision should involve the CSV for regulated systems.>  VERSION: 0.0 |

|  |  |  |
| --- | --- | --- |
| Role | Name and title | Signature and Date |
| Author: | | |
| [as per the Compliance Plan] |  |  |
| Review and approval: | | |
| [as per the Compliance Plan] |  |  |
| [as per the Compliance Plan] |  |  |
| [as per the Compliance Plan] |  |  |

Table of Contents

[1 Purpose 4](#_Toc2684960)

[2 Definitions 4](#_Toc2684961)

[3 References 4](#_Toc2684962)

[4 Process Design 5](#_Toc2684963)

[4.1 Process Flow 5](#_Toc2684964)

[4.1.1 Source System(s) 5](#_Toc2684965)

[4.1.2 Target System(s) 5](#_Toc2684966)

[4.1.3 Main Process Diagram and Page Design 5](#_Toc2684967)

[4.1.3.1 Main Process Diagram 5](#_Toc2684968)

[4.1.3.2 Main Process Page Design 5](#_Toc2684969)

[4.1.4 Sub-Process 5](#_Toc2684970)

[4.1.4.1 Sub-Process Diagram 5](#_Toc2684971)

[4.1.4.2 Sub-Process Page Design 5](#_Toc2684972)

[5 Exceptions 6](#_Toc2684974)

[5.1 Known Exceptions 6](#_Toc2684975)

[5.2 Unknown Exceptions 6](#_Toc2684976)

[6 Object Design 6](#_Toc2684977)

[6.1 Shared Objects 6](#_Toc2684978)

[6.1.1 Shared Object Changes 6](#_Toc2684979)

[6.2 Custom Objects 6](#_Toc2684980)

[7 Data 7](#_Toc2684981)

[7.1 Environment Variables 7](#_Toc2684982)

[7.2 Session Variables 7](#_Toc2684983)

[8 Credentials 7](#_Toc2684984)

[8.1 Credential Management 7](#_Toc2684985)

[8.2 Application Access Details 7](#_Toc2684986)

[9 Reporting and Monitoring 8](#_Toc2684987)

[10 Alerts 8](#_Toc2684988)

[10.1 Controller/Admin 8](#_Toc2684989)

[10.2 Process Owners 8](#_Toc2684990)

[10.3 Support Team 8](#_Toc2684991)

[11 Management Reporting Details 8](#_Toc2684992)

[12 Operational and Deployment Requirements 8](#_Toc2684993)

[12.1 Schedule and Operating Hours 8](#_Toc2684994)

[13 Application Model 9](#_Toc2684995)

[14 Information Security and Risk Management 9](#_Toc2684996)

[15 Data Validation 9](#_Toc2684997)

[16 Additional Assumptions 9](#_Toc2684998)

[16.1 Technical 9](#_Toc2684999)

[16.2 Business 9](#_Toc2685000)

# Purpose

This document contains the solution design details of an automation in Blue Prism. This document translates the keystroke level process into an overarching design to minimize development effort and maximize object reusability. The intended audience for this document is initially the RPA development team who will refer to this document for the build of the automation, then later the operations and support team as a reference to the solution.

<Provide a brief description of the automated process within this section. Details should include the frequency/scheduling of the process, inputs, high level tasks, and outputs / end state of the process>

# Definitions

<List any definitions/acronyms/abbreviations, specific to this document, used in this document that may not be familiar to reviewers and approvers of this document.>

| Term/Acronym | Definition |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

# References

<List any documents that are being referred in this document with their unique document identifier.>

| Document ID | Title |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

# Process Design

## Process Flow

*< <Describe at a high level how the process will work.>*

### Source System(s)

|  |  |
| --- | --- |
| Source System Name | Data Output |
|  |  |
|  |  |

### Target System(s)

|  |  |
| --- | --- |
| Target System Name | Data Input |
|  |  |
|  |  |

### Main Process Diagram and Page Design

Process Name: *<Process Name>*

#### Main Process Diagram

*<Insert process diagram. Describe the steps at a high level using a numbered list.>*

#### Main Process Page Design

|  |  |  |
| --- | --- | --- |
| Page Name | Page Description | Inputs / Outputs |
|  |  |  |
|  |  |  |

*<Repeat this sub-section as needed for each page in the main process.>*

### Sub-Process

Sub-Process Name: *<Sub-Process Name>*

#### Sub-Process Diagram

*<Insert sub-process diagram. Describe the steps at a high level using a numbered list.>*

#### Sub-Process Page Design

|  |  |  |
| --- | --- | --- |
| Page Name | Page Description | Inputs / Outputs |
|  |  |  |
|  |  |  |

*<Delete this section if not applicable or Repeat this sub-section as needed for each sub-process.>*

# Exceptions

## Known Exceptions

*<List all known exceptions for both System and Business exceptions.*

|  |  |  |
| --- | --- | --- |
| Exception Name | Exception Type | Exception Description |
|  |  |  |

*<add additional rows as needed>*

## Unknown Exceptions

*<Describe how the bot handles unknown system exceptions>*

# Object Design

## Shared Objects

*< List all the existing shared objects and the actions being used in this automation.>*

|  |  |
| --- | --- |
| Shared Object Name | Actions Called |
|  |  |
|  |  |

### Shared Object Changes

*< If any Shared Object will be changed as part of this solution, describe the changes in this section.>*

|  |  |
| --- | --- |
| Object Name |  |
| Action Name |  |
| Proposed Change |  |
| Reason for Change |  |
| Impact Assessment |  |

*<Repeat this table as needed>*

## Custom Objects

*< List all the objects and the actions being created for this automation. Add rows as needed>*

|  |  |  |  |
| --- | --- | --- | --- |
| Object Name |  | | |
| Object Description |  | | |
| Object Type | Indicate if this object will remain custom or be designated as a Shared Object | | |
| Action Name | Purpose | Input | Output |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

*<Repeat this table as needed for each object being created>*

# Data

## Environment Variables

|  |  |  |  |
| --- | --- | --- | --- |
| Variable Name | Data Type | Value | Description |
| *<Variable Name>* | *<Type>* | *<Value>* | *<Description>* |

*<Add additional rows as needed>*

## Session Variables

|  |  |  |  |
| --- | --- | --- | --- |
| Variable Name | Data Type | Value | Description |
| *<Variable Name>* | *<Type>* | *<Value>* | *<Description>* |

*<Add additional rows as needed>*

# Credentials

This section captures required credential details for domains and applications for the solution.

**All credentials will be encrypted and stored within Blue Prism credential manager. Business objects will be used to retrieve credentials. These will never be logged and passwords will always be encrypted on Blue Prism**

## Credential Management

|  |  |  |
| --- | --- | --- |
| Credential Name | Description | Expiry |
|  |  |  |

*<add additional rows as needed>*

## Application Access Details

|  |  |
| --- | --- |
| Application Name | *<name of application, preferably as it is named in the CMDB>* |
| Access Request Key Contact |  |
| Password Expire Policy |  |
| Password Reset Process |  |
| Login Method | *<indicate whether the application is SSO or Application-based. Indicate if there are any differences in the login method between environments.>* |

*<repeat this table for each application that is in-scope for the automation>*

# Reporting and Monitoring

# Alerts

The following parties will receive an email notification under the following circumstances.

## Controller/Admin

The following process notification emails are sent to resource(s) responsible for managing the solution through the Control Room.

|  |  |
| --- | --- |
| Scenario | Recipients |
|  |  |

*<add additional rows as needed>*

## Process Owners

The following process notification emails are sent to the process owners as a management information feature.

|  |  |
| --- | --- |
| Scenario | Recipients |
|  |  |

*<add additional rows as needed>*

## Support Team

The following process notification emails are sent to the process owners as a management information feature.

|  |  |
| --- | --- |
| Scenario | Recipients |
|  |  |

*<add additional rows as needed>*

# Management Reporting Details

*<Describe the management reporting features that are included in the automation scope>*

# Operational and Deployment Requirements

## Schedule and Operating Hours

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Schedule Number | Activity | Scheduling Time | Timeline Guidelines (if applicable) | Frequency |
|  |  |  |  |  |

*<add additional rows as needed>*

# Application Model

Application Name:

Path of the Application or executable:

Command line parameters:

Target Application Working Directory:

Element Tree:

|  |  |  |
| --- | --- | --- |
| Element Name | Parent Element Type | Highlighted Screenshot |
|  |  |  |
|  |  |  |

*< List all the elements and the reference to the screen shot(s). Add rows as needed>*

# Information Security and Risk Management

*<Use this section to describe the automation from an Information Security and Risk Management perspective. Include a summary of the risk and business impact assessment documents that were created for the automation. Provide a summary of the features that were built into the automation to reduce/minimize information security risk.>*

# Data Validation

*<Use this section to how data validation is performed throughout the process.>*

# Additional Assumptions

## Technical

|  |  |  |
| --- | --- | --- |
| ID | Title | Description |
|  |  |  |

## Business

|  |  |  |
| --- | --- | --- |
| ID | Title | Description |
|  |  |  |