Order Robots Process Design Document ABC Inc.

17 October, 2023

Versioning

You should set up your process definition document so that it is easy to update and to archive. If you are not using a versioning system, we recommend at last to add the version in the file name and adding a table inside the document to show the current and previous versions.

Date	Version	Author
2023-10-10	1	John Doe

Signed Off By

Name	Function	Responsibility
John Doe	RPA Developer	Develop and maintain automations

Contributors

Name	Function	Responsibility
John Doe Jane Doe		Develop and maintain automations N/A

Current Process Analysis

Description

To execute this process the user:

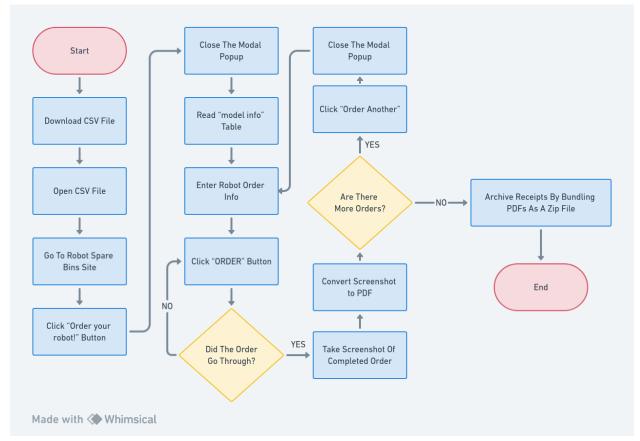
- Orders robots from RobotSpareBin Industries Inc.
- Saves the order HTML receipt as a PDF file.
- Saves the screenshot of the ordered robot.
- Embeds the screenshot of the robot to the PDF receipt.
- Creates a ZIP archive of the receipts and the images.

Systems Involved

System	Used For	User Role Needed
Microsoft Excel	Getting the data to order the robots	The employee must download it from the site
Website (https://robotsparebinindustries.com/#/)	Site to place the orders	N/A

Process Flow

One of the best ways to show the steps of a process is via a flowchart, a widely used convention when describing procedures and algorithms. There is a variety of software to easily create flow charts: good options for example are Diagrams.net (free) or Lucidchart (free with paid option), or Microsoft Visio (paid).



Steps

1. User Downloads And Opens CSV File

The user downloads the csv from this url:

https://robotsparebinindustries.com/orders.csv

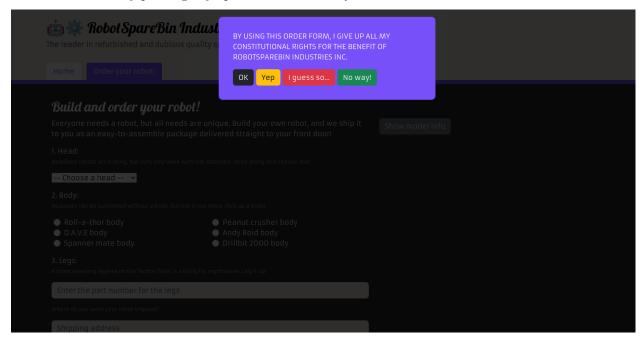
	А	В	С	D	E
1	Order number	Head	Body	Legs	Address
2	1	1	2	3	Address 123
3	2	4	1	5	Address 456
4	3	6	2	3	Address 789
5	4	2	3	2	Address 1
6	5	3	5		Address 2
7	6	1	6		Address 3
8	7	5	1		Address 4
9	8	2	3		Address 5
10	9	3	2		Address 6
11	10	4	4		Address 7
12	11	6	6	_	Address 8
13	12	1	3		Address 9
14	13	1	5		Address A
15	14	3	1		Address B
16	15	3	2		Address C
17	16	6	3		Address D
18	17	5	4		Address E
19	18	2	5		Address F
20	19	4	6		Address G
21	20	1	1	5	Address H
22					

^{2.} User Navigates To Robot Spare Bins Site And Clicks "Order your robot" Button



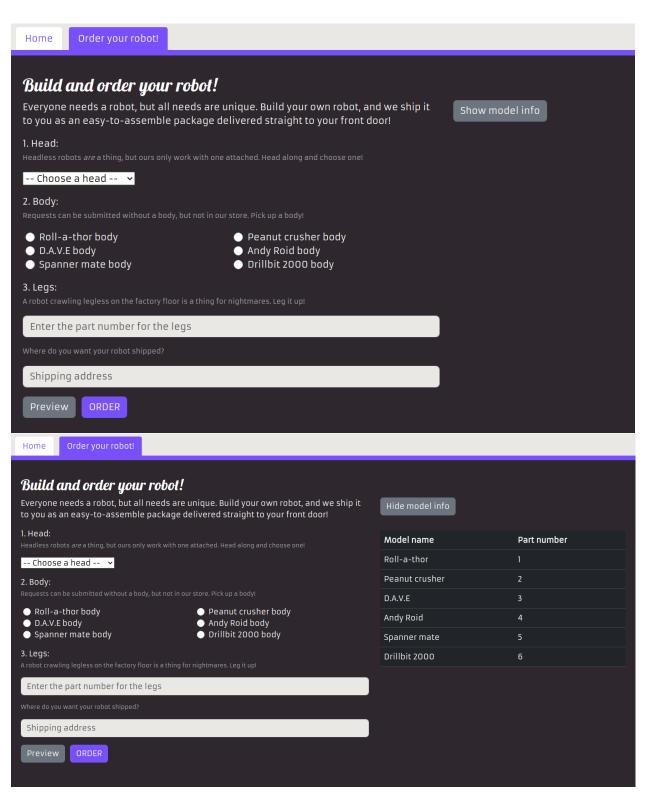
3. User Closes Modal Popup

This can be closed by pressing any option besides "no way!".

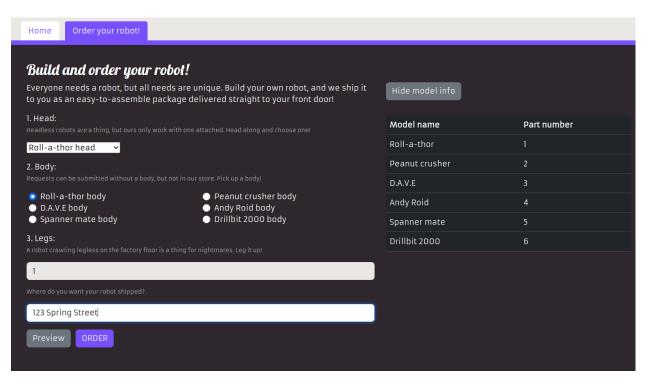


4. User Clicks "show model info" Button

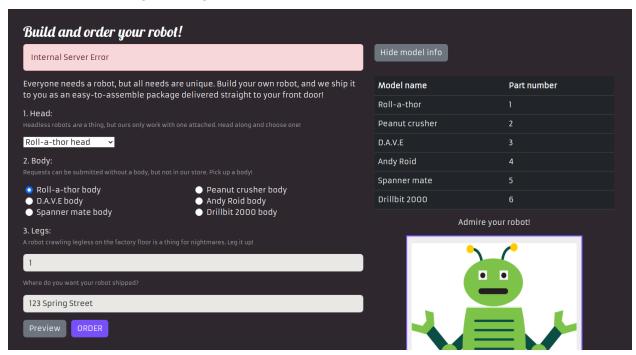
Clicking this button opens a table that allows the user to match the part number in the csv with the modal name.



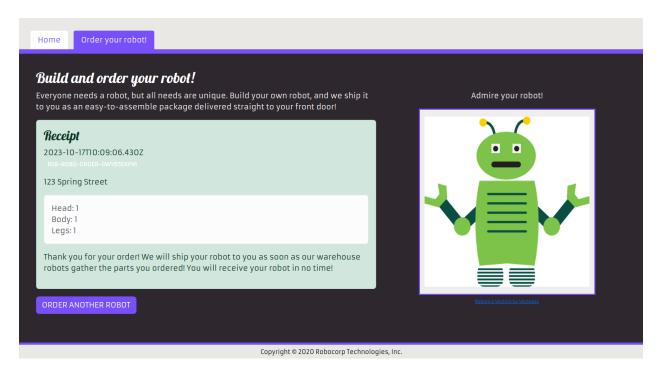
5. User Enters A Row's Info Into The Form And Clicks Order Button



If the order is submitted the user moves on. If the user gets an error as shown below they re-click the Order button until the order goes through.



6. User Takes A Screenshot Of the Invoice



7. User Converts The Screenshot To PDF

The user creates a new pdf and adds the image of the invoice to it.

8. User Repeats Order Process For All Rows In The CSV

To submit another order the user clicks "Order Another", closes the same modal in step 3, and repeats Steps 4-7.

9. User Archives All Invoice PDFs To A Zip File

Once all the pdfs of the invoices are ready the user compiles then into a zip file archive.

Possible Exceptions

Logic Exceptions

There are none.

System Exceptions

The order submission can fail at random but that is accounted for in the automation implementation.