**BPMN (Business Process Model and Notation)**

BPMN has four main **categories** of notations:

1. **Flow Objects**
2. **Connecting Objects**
3. **Swim Lanes**
4. **Artifacts**

**1️⃣ Flow Objects**

These are the **core elements** that define the behavior of a process.

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| --- | --- | --- |
| **Element** | **Symbol** | **Description** |
| **Event** | 🔵 Circle | Something that "happens" (e.g., start, end, or intermediate event). |
| **Activity** | 🔷 Rounded rectangle | A task or subprocess (work that needs to be done). |
| **Gateway** | ◆ Diamond | A decision point that controls the process flow (e.g., if/else, parallel paths). |

**🔹 Types of Events:**

* **Start Event** (empty circle): Begins the process
* **End Event** (thick border): Ends the process
* **Intermediate Event** (double border): Occurs between start and end

**2️⃣ Connecting Objects**

These show how elements are connected and how information/control flows.

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| **Connector** | **Symbol** | **Description** |
| **Sequence Flow** | ➝ Solid arrow | Shows order of activities in the same pool |
| **Message Flow** | ╌╌➝ Dashed arrow | Shows communication between participants (pools) |
| **Association** | ——— Dotted line | Connects artifacts or data with tasks/events |

**3️⃣ Swim Lanes**

Used to organize activities by **roles, departments, or participants**.

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| **Element** | **Symbol** | **Description** |
| **Pool** | Large container | Represents a participant (e.g., company or department) |
| **Lane** | Subdivision of pool | Represents a specific role or actor within the pool |

**4️⃣ Artifacts**

Provide **additional information** that helps explain or clarify the process.

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| --- | --- | --- |
| **Artifact** | **Symbol** | **Description** |
| **Data Object** | 📄 Folded corner | Represents data used or created |
| **Group** | ☐ Dashed box | Groups related tasks (no effect on flow) |
| **Annotation** | 📝 Text box | Adds notes or comments |

**Summary Table**

|  |  |  |
| --- | --- | --- |
| **Category** | **Common Elements** | **Purpose** |
| **Flow Objects** | Events, Activities, Gateways | Define main process behavior |
| **Connecting Objects** | Sequence Flow, Message Flow, Association | Connect and direct flow between objects |
| **Swim Lanes** | Pool, Lane | Organize responsibilities and roles |
| **Artifacts** | Data Object, Group, Annotation | Add details and documentation |