**Workflow advantages:**

* Makes modeling and easier to understand work related to each other.
* Define clear goals, clearly identify the necessary activities and minimize unnecessary activities.
* tasks can be assigned to people with the right skills instead of those who need tasks to do
* Determining the order of work helps to bring greater efficiency
* Save time and money.

**Workflow disadvantages:**

* Lack of flexibility
* Requires high knowledge and experience
* It is difficult to develop and costly