

Document Process Analysis

A Process Mining Approach

Vinatics
Limited

Data Overview

Earliest date
7/11/2016 9:00:34 AM

Latest date
8/31/2016 5:26:37 PM

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Latest date
8/31/2016 5:26:37 PM

Count of documents
received

18,352

Count of documents
received

18,352

Count of activities

10

Count of activities

10

Count of events

149,693

Count of events

149,693

Count of users

8

Count of users

8

Count of variants

3

Count of variants

3

Time Period

7/11/2016 8/31/2016

A horizontal timeline with a dark blue line. Two white circular markers are at the ends. Above the line, two light gray boxes contain the dates '7/11/2016' and '8/31/2016' respectively.

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List of activities	
No	Events
1	Register
2	Receiving a Document
3	Creating a new Case
4	Investing Document into a new Case
5	Marking Case
6	Work on the Case
7	Confirmation of the work on the Case
8	Generate and send an outgoing Document
9	Placing documents in an existing Case
10	End

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List of users
org:resource
group1
group2
group3
group4
group5
group6
group7
System

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group1
group2
group3
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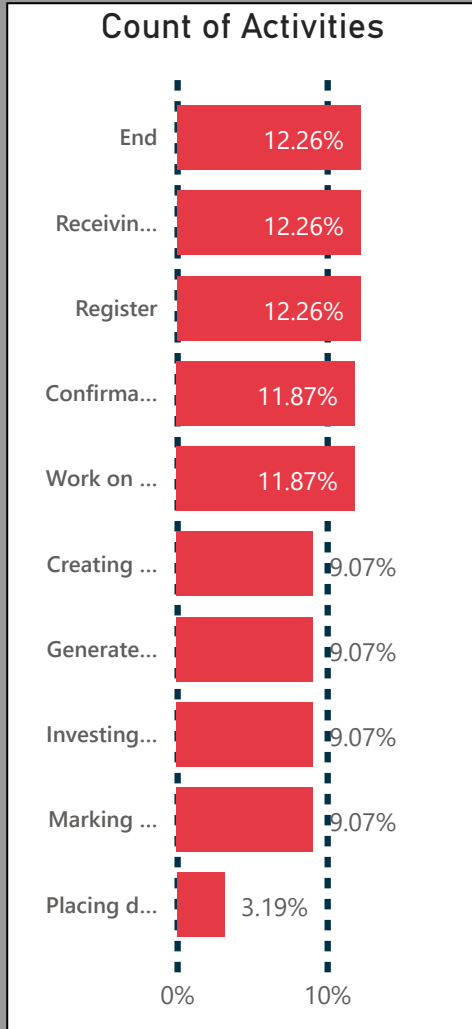
List of users
org:resource
group1
group2
group3
group4
group5
group6
group7
System

List of Variants	
Variants	Count of Variants
1	9384
2	4773
3	4195
Total	18352

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1	9384
2	4773
3	4195
Total	18352

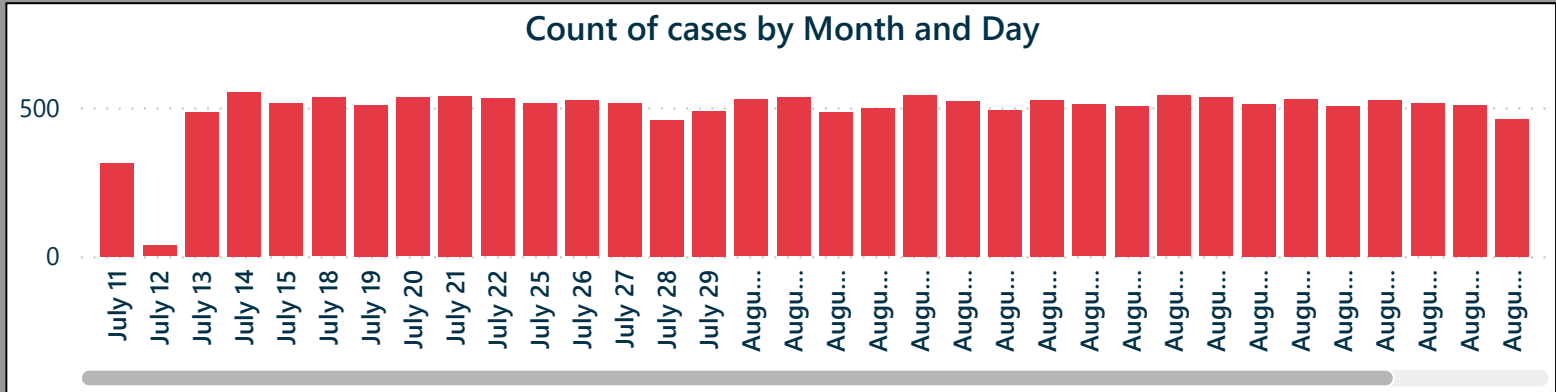
Count of Activities

Activity	Percentage
End	12.26%
Receivin...	12.26%
Register	12.26%
Confirma...	11.87%
Work on ...	11.87%
Creating ...	9.07%
Generate...	9.07%
Investing...	9.07%
Marking ...	9.07%
Placing d...	3.19%



Count of cases by Month and Day

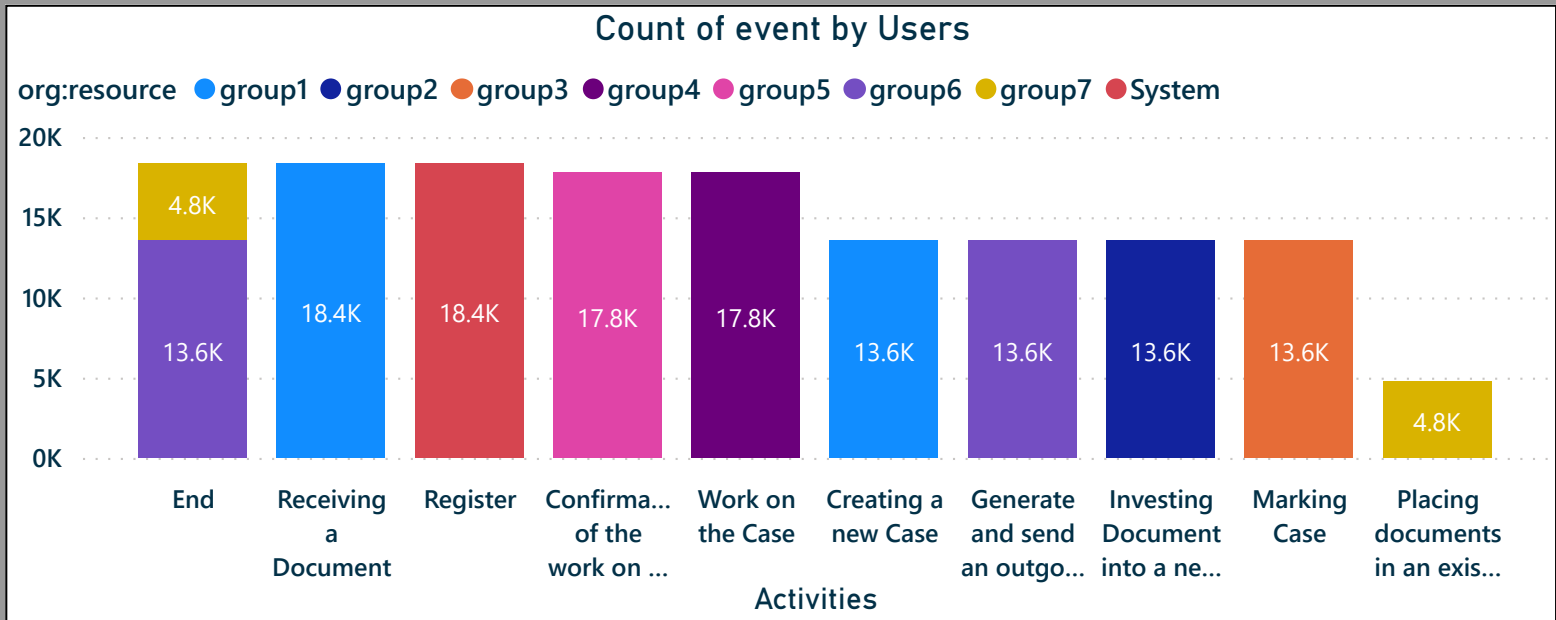
Date	Count of cases
July 11	300
July 12	20
July 13	480
July 14	520
July 15	500
July 18	510
July 19	500
July 20	510
July 21	510
July 22	510
July 25	500
July 26	510
July 27	500
July 28	450
July 29	480
Augu...	510
Augu...	510
Augu...	480
Augu...	490
Augu...	520
Augu...	500
Augu...	490
Augu...	510
Augu...	500
Augu...	490
Augu...	520
Augu...	510
Augu...	500
Augu...	510
Augu...	490
Augu...	510
Augu...	500
Augu...	490
Augu...	480



Count of event by Users

org:resource ● group1 ● group2 ● group3 ● group4 ● group5 ● group6 ● group7 ● System

Activities	group6	group7	System	group1	group2	group3	group4	group5
End	13.6K	4.8K						
Receiving a Document				18.4K				
Register			18.4K					
Confirma... of the work on ...							17.8K	
Work on the Case							17.8K	
Creating a new Case				13.6K				
Generate and send an outgo...	13.6K							
Investing Document into a ne...					13.6K			
Marking Case						13.6K		
Placing documents in an exis...		4.8K						



Count of documents selected	Min. duration in mins	Med. duration in mins	Max. duration in mins	Variants	%age of cases selected
18,352	2	21	3,818	All	100%

List of activities

Activities

Register

Receiving a Document

Creating a new Case

Investing Document into a new Case

Marking Case

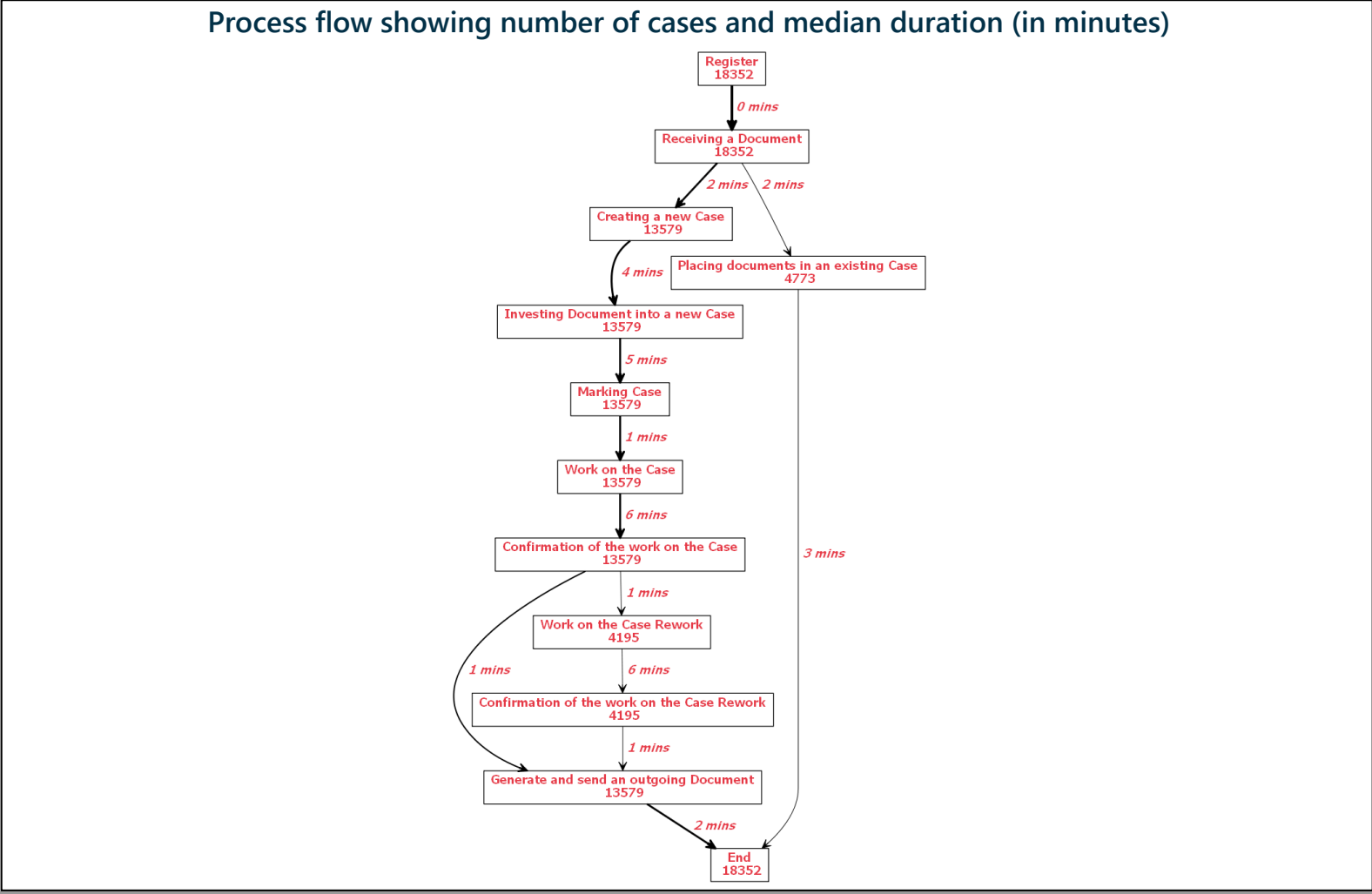
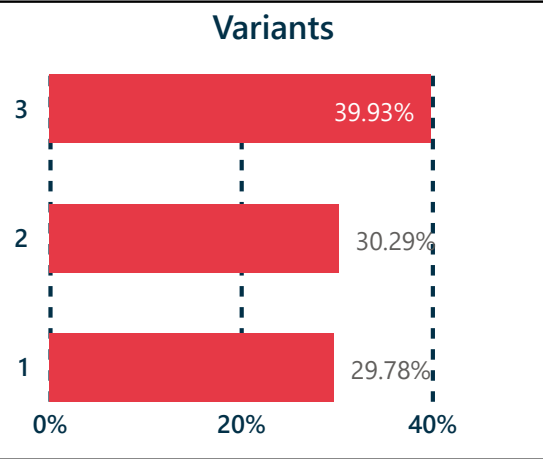
Work on the Case

Confirmation of the work on the Case

Work on the Case Rework

Confirmation of the work on the Case Re...

Generate and send an outgoing Document



Activities Selected

Activities

Select all

Register

Receiving a Document

Creating a new Case

Investing Document into a new ...

Marking Case

Work on the Case

Confirmation of the work on the...

Work on the Case Rework

Confirmation of the work on the...

Generate and send an outgoing ...

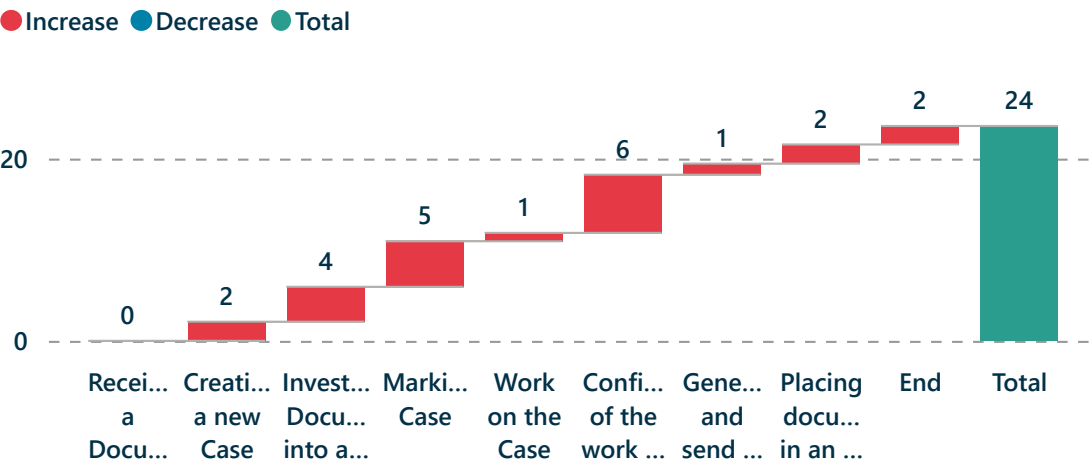
Placing documents in an existin...

End

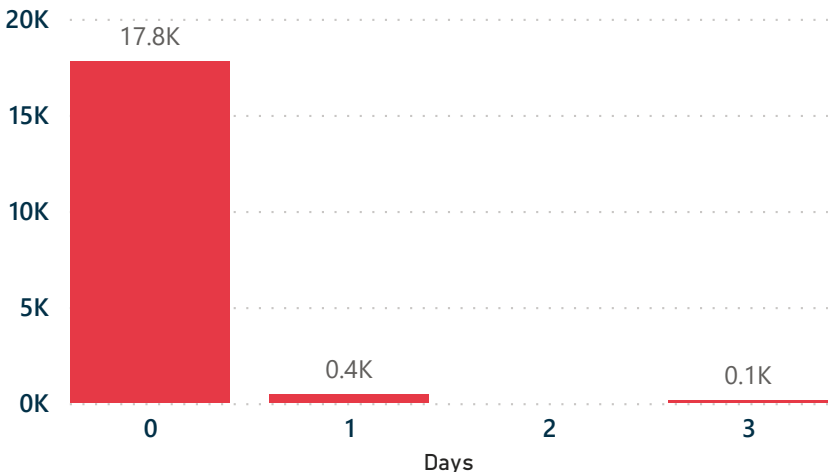
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Timing Details

Median duration of activities in minutes



Count of case by duration in days



Time Period

7/11/2016

8/31/2016

Variants

- ☒ Select all
- ☐ 1
- ☐ 2
- ☐ 3

of cases selected

18,352

of instances with duration above 60 mins

566

Total duration of cases

Case	Receiving a Document	Creating a new Case	Investing Document into a new Case	Marking Case	Work on the Case	Confirmation of the work on the Case	Generate and send an outgoing Document	Placing documents in an existing Case	End	Total
11811	0	2	5	9	2	3,797	1		2	3,818
4405	0	2	4	5	1	3,801	1		1	3,816
1844	0	3	5	5	1	3,798	1		3	3,816
4417	0	2	5	3,788	2	15	1		2	3,815
16815	0	3	5	6	2	3,796	1		1	3,815
16816	0	2	2	5	2	3,801	1		2	3,815
4397	0	3	4	5	2	3,797	1		3	3,814
4419	0	2	3	3,790	2	14	1		2	3,814
1848	0	2	4	6	2	3,796	1		3	3,814
4406	0	2	4	6	2	3,797	1		1	3,814
14354	0	2	4	3,789	2	14	1		2	3,814
Total	0	93,103	174,260	244,839	55,522	423,399	49,574	33,072	134,264	1,208,033

Min. duration (in mins)

2

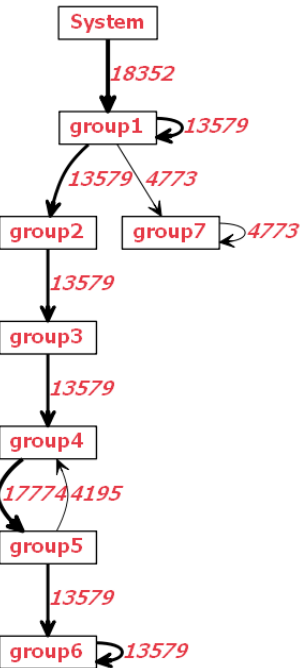
Med. duration (in mins)

21

Max. duration (in mins)

3,818

Handover of work between System/Users



Median duration per user

Start User	group1	group2	group3	group4
group1	2.10	3.83		
group2			5.00	
group3				0.72
group4				
group5				1.22
group6				
Total	0.00	3.83	5.00	0.92

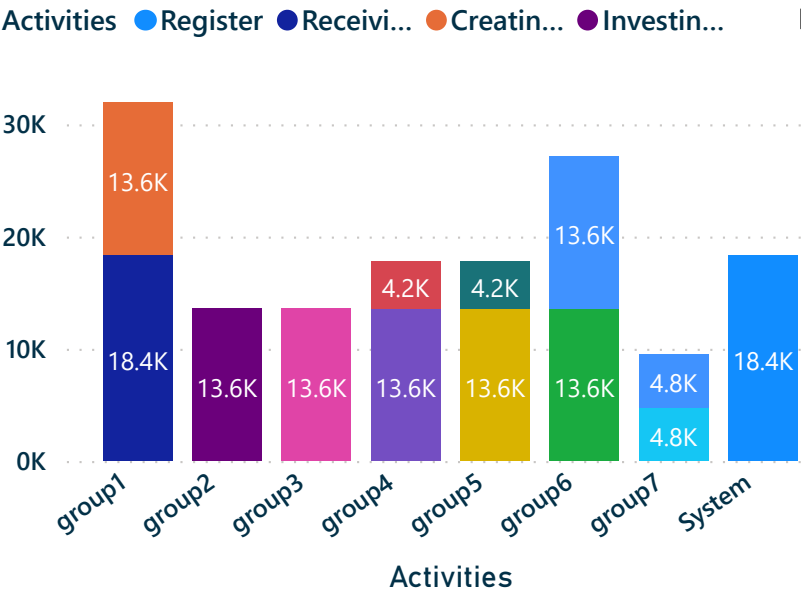
Users

- Select all
- group1
- group2
- group3
- group4
- group5
- group6
- group7
- System

Activities Selected

- Select all
- Register
- Receiving a Document
- Creating a new Case
- Investing Document into a new Case
- Marking Case
- Work on the Case
- Confirmation of the work on the Case
- Work on the Case Rework
- Confirmation of the work on the Case
- Generate and send an outgoing Document

Count of event by Users



Segregation of duties

