

# ACTIVITY AND PROCESS MODELING PHASE

## CONTENTS

- Activity and Process Modeling Workshop
    - Purpose
    - Preparation
    - Activities
    - Duration
    - Deliverables
    - Scope
    - Participants
    - Format
  
  - Facilitator
- 

## ACTIVITY AND PROCESS MODELING WORKSHOP

### Purpose

The purpose of the Activity and Process Modeling Workshop is skills-transfer: to train participants in Activity Modeling, Activity Based Costing and Process Modeling techniques to allow them to complete the Activity and Process Modeling Phases. The Activity and Process Modeling Workshop also enables participants to develop components of the initial Activity Models and Process Models. These correspond to Activity Models in the "Owner's View" and Process Models in the "Designer's View" for the Function ("How") column of the Zachman Framework for Enterprise Architecture.

### Preparation

In preparation for the Activity and Process Modeling Workshop, the organization must have completed the Tactical and Operational Modeling Phase and have developed stable Tactical and Operational Data Models. The organization's Tactical and Operational Business Plans should also have been expanded to include Business Plan directions for definition of the reusable business activities and business processes identified during the Tactical and Operational Modeling Phase.

---

### Activities

In the Activity and Process Modeling Workshop, the participants:

- Confirm and refine (if necessary) the Business Planning statements for definition of the identified reusable business activities and business processes
  
- Learn Enterprise Engineering Activity Modeling, Activity Based Costing and Process Modeling techniques

- Develop initial Activity Models and Activity Based Costing at the direction of the Facilitator, using their project as the case study source
- Develop initial Process Models at the direction of the Facilitator, using their project as the case study source
- Optionally capture the resulting Activity Models, Activity Based Costing and Process Models in a modeling tool
- Develop Activity Model, Activity Based Costing and Process Model Quality Assurance procedures
- Optionally gain an appreciation of code generation in various language using tools based on automatic code generation from database code patterns

### **Duration**

5 days of lecture sessions, together with hands-on case study sessions using the project as the case study source. All participants attend full-time.

### **Deliverables**

The workshop teaches participants the basic skills necessary to complete the definition of Activity Models, Activity Based Costing and Process Models. At the completion of the workshop the following deliverables will have been produced by the participants:

- Initial Activity Models and Activity Based Costing at the direction of the Facilitator, using their project as the case study source
- Initial Process Models at the direction of the Facilitator, using their project as the case study source
- Initial Activity Maps and Process Maps of selected priority project areas
- Tactical and Operational Business Planning statements linked to relevant Activities and Processes of the Activity and Process Models
- Project Plans for conduct of the detailed Activity Modeling, Activity Based Costing and Process Modeling Phases of the project for rapid delivery

---

### **Scope**

The scope of the Activity and Process Modeling Workshop is one or more reusable business activities and business processes in functional areas of the business. Depending on the selected tactical project areas from the Enterprise Architecture strategic model, it may address activities and processes of functional areas that are required by later key implementation subprojects.

### **Participants**

Functional area mid-level managers, business experts and the IT project team. At least one of the project team members should have participated in the Tactical and Operational Modeling and - ideally - also the Strategic Modeling Phase of the project.

**Format**

The workshop is partly conducted as formal lecture sessions that provide skills-transfer in Activity Modeling, Activity Based Costing and Process Modeling principles and techniques. Participants are then assigned to case study project teams, where they apply the concepts learned to conduct Activity Modeling, Activity Based Costing and Process Modeling sessions for the selected priority Enterprise Architecture project areas.