Business Process Modeling and Notation BPMN Descriptive Level Training

Duration: **1 Day**

BILGINÇ IT Academy
info@bilginc.com
bilginc.com

Overview

Business Process Model and Notation (BPMN) is an internationally recognized standard used to visualize, analyze, and communicate business processes. It is widely adopted by business analysts, process professionals, enterprise architects, and organizations seeking to improve operational efficiency.

This introductory course provides a practical foundation in BPMN at the Descriptive Level. Participants learn how to use core BPMN symbols and modeling techniques to represent business processes in a clear and consistent way.

Through explanations, demonstrations, and practical exercises, learners gain the ability to create and interpret BPMN diagrams that effectively communicate process flows and organizational responsibilities.

Prerequisites

There are no formal prerequisites for this course.

It is suitable for anyone interested in business process analysis, process improvement, workflow design, or business modeling.

Who Should Attend

This course is ideal for:

- Business Analysts
- Process Analysts
- Enterprise Architects
- Business Process Professionals
- Project Managers
- Digital Transformation Teams
- Operational Excellence Specialists

It is also valuable for professionals seeking a practical introduction to process modeling standards.

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What You Will Learn

By the end of the course, participants will be able to:

- Understand key process modeling concepts
- Explain the purpose and scope of BPMN
- Use BPMN Descriptive Level notation effectively
- Create basic business process models
- Represent activities, events, and decision points
- Model organizational responsibilities using lanes
- Interpret and review BPMN diagrams created by others

Outline

Introduction to Process Modeling

- Understanding models and modeling concepts
- Purpose of business process modeling
- Process-oriented thinking
- Benefits of process visualization

BPMN Fundamentals

- Overview of the BPMN standard
- Common BPMN use cases
- BPMN within the enterprise architecture landscape
- Scope and limitations of BPMN

BPMN Descriptive Level Notation

- Core BPMN elements
- Understanding the BPMN palette
- Basic process flow construction
- Modeling conventions and guidelines

Process Modeling Building Blocks

Sequence

- Sequential flow of activities
- Structuring process steps

Selection

- Decision points and alternative paths
- Conditional process flows

Iteration

- Repeating activities

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- Modeling loops and recurring processes

Activities and Flow Modeling

- Tasks and activities
- Activity relationships
- Iterative activities
- Process sequencing

BPMN Events

- Start events
- Intermediate events
- End events
- Event-driven process behavior

BPMN Gateways

- Decision-making structures
- Branching and merging process flows
- Parallel process execution

Modeling Best Practices

- Understanding tokens
- Effective diagram design
- Avoiding common modeling mistakes
- Improving readability and consistency

Lanes, Artefacts and Sub-Processes

- Swimlane modeling
- Representing organizational roles and responsibilities
- Artefacts and supporting information
- Sub-process modeling techniques