

ARIS Filter for SAP Definitions

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Process Information in Models

Business Rules

Which rules govern the business?

Decision rule for a specific business situation stating which alternative should be chosen according to pre-defined decision criteria
 Example: Prioritization guidelines, disturbances, decision processes

KPIs (Key Performance Indicators)

How is the process performance measured?

Key metric quantifying the performance of a process along the dimensions time, cost or quality
 Examples: # of created POs, process cycle time

Process Owner

Who is responsible for the process?

Manager with end-to-end responsibility for individual processes

Roles

Which roles need to contribute to the process execution?

Task and responsibility bundles, to be clearly distinguished from the person that is performing the role
 Examples: hiring manager, recruiter

Organizational Units

Which organizational units contribute to the process execution?

Processes run across one or more organizational units
 Examples: business department, HR, Controlling

Compliance

Which tasks are needed to ensure compliance?

Significant, compliance related tasks that have to be considered to fulfill regulatory requirements (e.g. Sarbanes-Oxley-Act)
 Example: Check if contract has customer signature

Process Flow

Which processes precede and follow?

Business-logical sequence of activities that constitutes a business process
 Example: receive PO, check availability, confirm delivery date



Purpose & Goal

Why is the process performed?

Ultimate reason for the existence of the process and the purpose it serves
 Example: Generate leads for new products within 1 month

Objects

Which objects are used, modified, and produced?

Business object manipulated by business processes. The two most important objects are input & output
 Examples: purchase order (PO), invoice

Technology

What kind of technology enables the process execution?

Systems, tools, and hardware used
 Example: mySAP SRM

Media

By which media do processes interact?

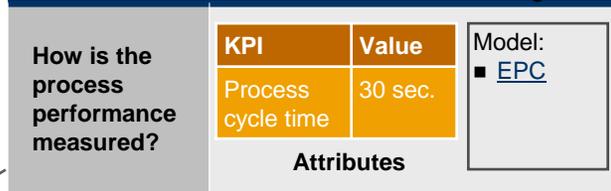
Means of communication used
 Examples: paper, fax, e-mail

Process Information in Models

Business Rules



KPIs (Key Performance Indicators)



Process Owner



Roles



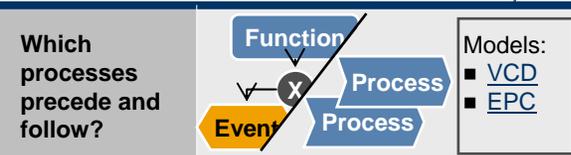
Organizational Units



Compliance



Process Flow



Purpose & Goal



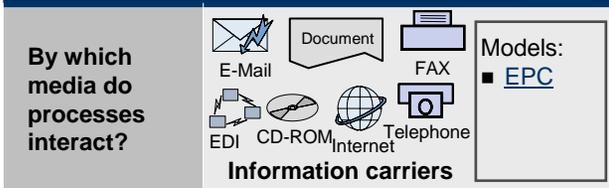
Objects



Technology

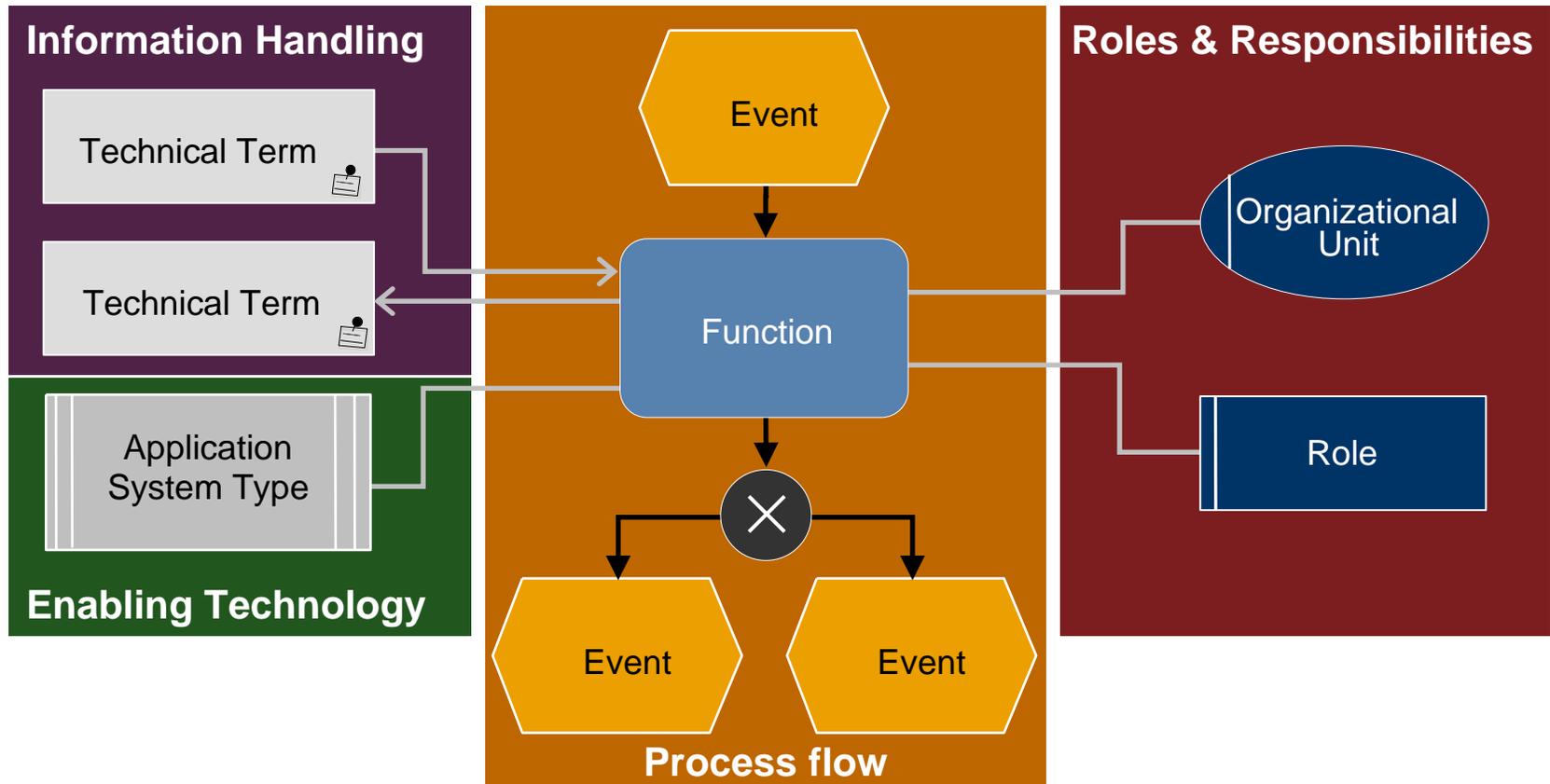


Media



Event-Driven Process Chain (EPC): Typical Structure

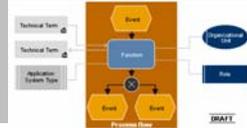
Event-Driven Process Chains (EPCs) portray business processes on a detailed level by connecting tasks, information and organizations.



An Event-Driven Process Chain describes...

- ...the chronological and business logical dependencies of processes (process flow)
- ...the handling of information objects (technical terms)
- ...the roles & responsibilities taken in a process
- ...the technology enabling the processes.

Process Flow: Elements



A **function** is a task performed on a process object (represented by a technical term) in order to achieve process goals. Functions can be further specified by connecting them to detailed EPCs.

What?



Alternatively, a **system function** represents an automated task, solely performed by a respective application system type.



An **event** illustrates the fact that a process object has taken on a business-relevant state influencing the further procedure of a process. Unlike a function, which is a time-consuming occurrence, an event is related to one point in time.

When?



The business logical flow is modeled by directed links between functions, events, logical connectors and interfaces.

Logical connectors describe the logic according to which the process flow is split or combined between events and functions:



■ **Exclusive OR (XOR):** After the symbol, the flow takes one and only one way of several possible ways (intuitive “either-or”).



■ **Inclusive OR (OR):** After the symbol, the flow takes one or more of several possible ways, i.e. besides one exiting flow, others may (but need not) run in parallel.

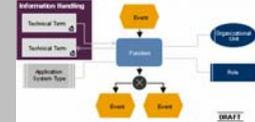


■ **AND:** After the symbol, the flow always takes all possible ways, i.e. all exiting ways run in parallel.

What precedes and follows?



Process interfaces connect several process models on the same hierarchical level by linking the EPCs according to their shared events. They thus facilitate process structuring and navigation by keeping models concise and easy-to-read.



Technical Term 

A **technical term** models a process object. It offers a comprehensive business view on a complex information object consisting of multiple attributes. Terms are handled by functions, and especially serve as their input and output. They offer a high-level view on the data model.

Which information?

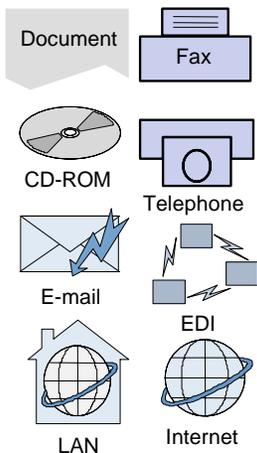
Directed **links** describe the information flow by showing the usage of technical terms in functions:



- *is input for*: an existing process object is either read, checked or approved by the associated function.
- *has output of*: a process object is either created, modified or deleted by the associated function.

How is information processed?

Example:

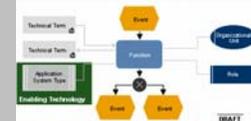


Different **media** transport the information captured in technical terms. Their notion as information carriers can be expressed using a “*lies on*” connection type.

Example:



By which media?



Application System Type (internal)

An **application system type** classifies individual application systems which have exactly the same technological properties.

Application System Type (external) **EX**

The case, in which company processes access application system types beyond company borders, can be explicitly modeled by using a specific symbol for **external application system types**.

supports

The enabling character of technology is modeled using “*support*” connections.

Example:



In case a function is entirely performed by the application system, it is represented using a system function.

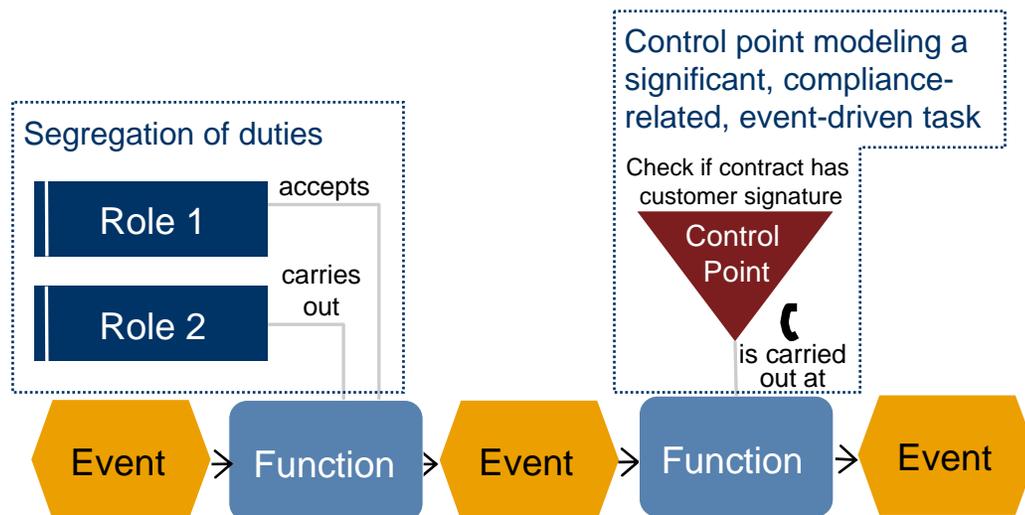
Example:



By which technology?

Modeling Compliance Related Tasks and Principles

- During the **design** of to-be processes **significant, compliance related, event-driven tasks** performed within the process flow can be modeled using the symbol **control point**. Control points are attached to functions where compliance tasks have to be considered.
- During the complete **documentation** of as-is processes in order to fulfill regulatory compliance requirements (e.g. SOX), these control points can serve as a starting point for modeling fully-fledged internal controls.
- Additionally, **compliance relevant principles** like the **segregation of duties** can be modeled adequately by attaching roles and according responsibilities to the functions in question.





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