

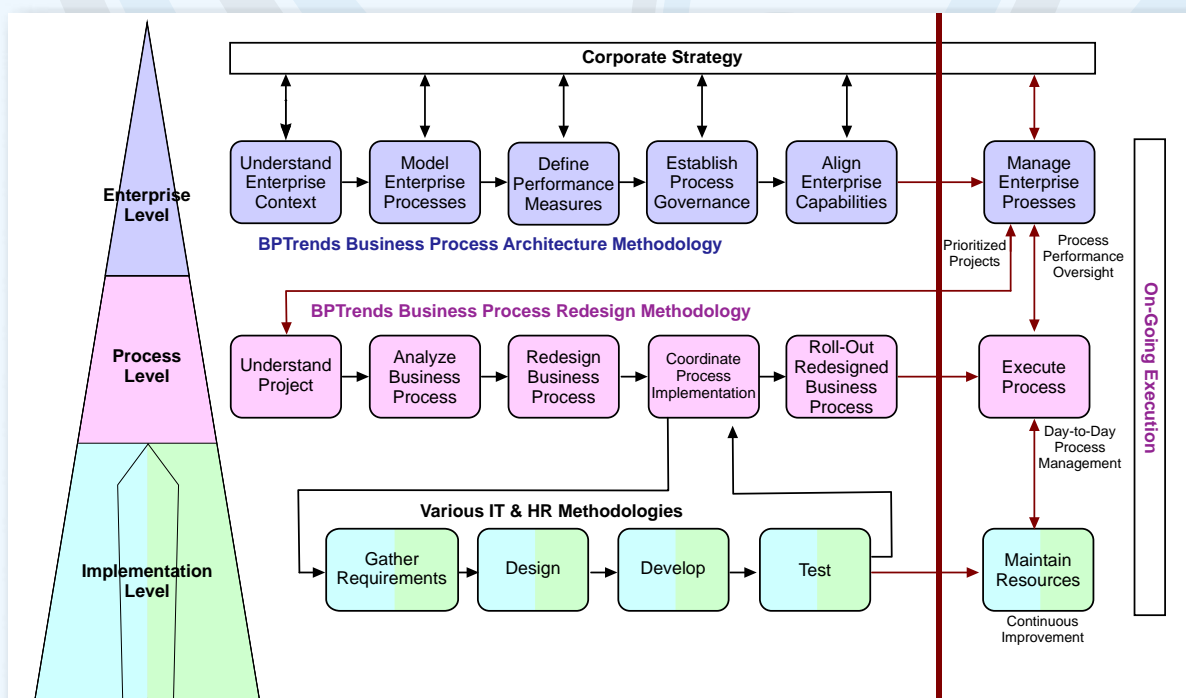
BPTrends®

Business Process Management (BPM) Professional Certification Program

Overview

The BPTrends Associates (BPTA) BPM Curriculum and Certificate Program establishes a consistent, integrated and scalable BPM Methodology, including a common language and common tools and techniques that assure efficient collaboration among all process practitioners within an organization. It is marketed and delivered globally, both publicly and privately, through BPTrends' network of certified training partners. The Professional Certification Program focuses primarily on process change projects and provide the skills needed to redesign specific processes.

At the Implementation Level HR and IT teams are focused on designing human systems and software systems to implement business processes. The BPTA methodology does not include a Certificate Program focused on the Implementation Level. However, it does define an interface and uses standard notations, like BPMN, to assure a smooth transition between Process Redesign and HR and IT implementation efforts. There are many available methodologies that are appropriate at the Implementation level and BPTA works with our strategic partners to provide courses in those areas that integrate with the BPTA methodology.



Complete one week of coursework (3 courses, 5 days) to earn your business process management professional certificate and gain the practical tools and background required to work on a team of BPM Process professionals.

The BPTA Professional Certificate Program is aligned with the International Association of Business Analysis (IIBA®) Business Analysis Body of Knowledge (BABOK® V2.0) and is endorsed by the IIBA. Attendees will earn PDs (Professional Development) hours or CDUs (Continuing Development Units) for attending courses in this certificate program. Please use Provider Code EEP 228 and see the individual course descriptions for the PDs and CDUs granted for each course

Required Courses

Code	Course Title
<u>BPTA101</u>	<p>Principles of Business Process Management (1 day) Note: This course is a prerequisite for all courses in the BPM Curriculum</p> <p>IIBA® Program Code: E228-001 PD hours/CDUs allotted: 8</p>
<u>BPTA102</u>	<p>Introduction to Business Process Modeling, Analysis and Design (3 day) Note: BPTA 101 is a prerequisite for this course</p> <p>IIBA® Program Code: E228-002 PD hours/CDUs allotted: 24</p>
<u>BPTA103</u>	<p>Information Gathering and Facilitation for Business Processes (1 day) Note: BPTA 101 and BPTA 102 are prerequisites for this course</p> <p>IIBA® Program Code: E228-003 PD hours/CDUs allotted: 8</p>

BPT101 - Principles of Business Process Management (1 day)



Program Code: E228-001
PD hours/CDUs allotted: 8

Course description

This course is the foundation for all courses in the Business Process Management Curriculum and is required for BPM certification. It provides an overview and discussion of the principles, concepts and techniques required to transform your business from a traditional, functional organization to a process-centric organization. The course introduces a systematic approach and comprehensive methodology for planning, monitoring, measuring and managing your company's business process performance and for redesigning and improving specific processes.

Who should attend?

This introduction to BPM is a must for everyone interested in business process improvement. It's designed for business managers, business analysts, and practitioners involved in process-based change and the automation of process solutions. This course is the foundation for all other courses in the BPM curriculum. It establishes a methodology, a common language, and a baseline for all other courses in the curriculum.

What you will achieve?

- Understand the value and benefits of business process management
- Understand the principles of business process management and how to apply them
- Understand BPM best practices and methodologies
- Understand the respective roles of change management, process architecture, process analysis, process redesign, process improvement, process automation, and organization design – and how to make them work together
- Understand basic BPM management and measurement techniques

What you will learn?

- How to align your corporate strategy with a well designed business architecture
- How to integrate your business process architecture with human performance and IT implementation plans
- The key considerations of a process-based approach to business process change management
- The strategic, tactical and operational considerations in a comprehensive BPM framework
- How to plan for cross-organization acceptance and implementation

BPTA 102 – Introduction to Business Process Modeling, Analysis & Design (3 days)



Program Code: E228-002

PD hours/CDUs allotted: 24

Course description

This course provides an introduction to the skills and techniques required to analyze and design new processes or to redesign and improve existing processes. This course focuses on identifying opportunities for process change and presents the process analysis, modeling and design techniques and tools required to improve performance. Participants will learn to scope specific processes using graphical models to document results. And, they will learn how to define measurement techniques for evaluating outcomes. They will also learn how to model As-Is and To-Be process workflows using BPMN notation. The course is organized around a universally applicable case study that will be developed by attendees working in teams. The approach is hands-on and business oriented and attendees will be able to immediately apply what they learn within their own organization.

Who should attend?

This course is designed for business analysts and practitioners and provides a comprehensive introduction to the skills and techniques used in analyzing business processes and redesigning or improving processes. This Analysis and Design course is a must for business and IT architects, analysts and designers involved in process-managed organizations, process-based change, and the automation of process solutions. TQM, Lean and Six Sigma team members, requirements specialists, project managers, HR competency professionals and change agents will all benefit from the knowledge and skill acquired in this course.

What you will achieve?

- Understand the principles and benefits of proven analysis and design techniques
- Understand how to identify opportunities for improving business process performance
- Understand the roles and responsibilities of the people in the process
- Understand how to develop a common language for describing business processes

What you will learn?

- How to appropriately analyze and scope a business process problem
- How to create BPMN process flow diagrams
- How to select and apply the proper tools and techniques to model, analyze, manage, measure and improve processes
- How to apply creative thinking approaches and design techniques to process improvement
- How to develop critical measures for evaluating business process performance
- How to develop and apply testing, and validating methods to new process designs

BPTA 103 - Information Gathering and Facilitation for Business Processes (1 day)



Program Code: E228-003

PD hours/CDUs allotted: 8

Course description

This course provides a basic introduction and some practical training in gathering information from individuals and groups. The analysis and design course is based on the use of information gathering worksheets and various diagrams. This course considers how analysts will gather the information needed to populate those worksheets and diagrams. The course stresses the basics of planning for information gathering, conducting interviews with individuals, and conducting group facilitation sessions. Techniques for generating innovative business process solutions in creative sessions will be addressed. The roles, skills and techniques of the interviewer, facilitator and scribe will be defined and the course will provide practice for all participants through the use of a sample scenario and role play.

Who should attend?

This class is designed for Business Analysts and other BPM practitioners responsible for gathering and documenting information about an organization's business processes. Process Project Managers responsible for coordinating process improvement solutions will learn what to expect from process sessions. IT and Business Professionals who have process team-member and facilitator responsibilities will learn when to participate and when to facilitate.

What you will achieve?

- Understand why information gathering and facilitation for process projects is different
- Understand what questions to ask in order to reduce process analysis and design risk
- Understand when to interview and when to run facilitated session
- Understand the range of creative approaches that turn conflict into consensus for process assessment and design

What you will learn?

- How to build a good interview checklist and workshop agenda
- How to conduct interviews and facilitated sessions designed to gain trusted information
- How to gain consensus among competing and conflicting stakeholders
- How to plan and facilitate a group session to gather process information



CIRCUM

For more information about this course or to register, please contact us at :-

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