

Process checklist for ARIS

Cheat sheet

1	2	3	4	5	6	7
						
Name	Objective	Owner	Responsibilities	Resources	Risks & Controls	Effectiveness
<p>What? Choose a meaningful name that sounds like what you do, not your department.</p> <p>How Start with a well-thought-out name when creating a new process.</p>	<p>What? What do you want to achieve with the process? Who is the process intended for and what does the target group expect?</p> <p>How Fill the "Description/Definition" attribute of the process.</p>	<p>What? Who owns the process? Who takes care of it and makes sure that it remains up to date?</p> <p>How Select an ARIS user for the "Person responsible" attribute of the process.</p>	<p>What? Who is responsible for what and who makes decisions? Who is the contact person and when for each step?</p> <p>How Define responsible roles, persons, organizational units etc. as objects in the RACI area of the activity properties.</p>	<p>What? What is required? Data, documents? Which IT system should be used?</p> <p>How Maintain systems, inputs, outputs, documents etc. as objects in the properties of each activity, or model them directly in the diagram.</p>	<p>What? What can go wrong? How bad would it be and how can we counteract?</p> <p>How Maintain risks as objects in the properties of activities and assess them using the attribute "Criticality." Define controls for each risk.</p>	<p>What? How do we want to know if we are achieving our goals and meeting customer expectations? How to measure?</p> <p>How Define relevant KPIs as objects and integrate them into the process. Measure them with process mining and visualize with dashboards.</p>

↓ Download the BPMN cheat sheet:
tinyurl.com/cheat-sheet-aris-bpmn-2-0

↓ Download the ARIS Basic cheat sheet:
tinyurl.com/cheat-sheet-aris-basic

↓ Download the EPC cheat sheet:
tinyurl.com/cheat-sheet-aris-epc

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