IYOPRO BPM

Business Process Management

Highlights

- Business process management suite with the following features:
  - ✓ Process modelling and documentation
  - ✓ Process implementation and workflow
  - ✓ Process analysis and simulation
  - ✓ Use as SAAS (software as a service) or in-house
- Usage of BPMN 2.0 notation standard
- Process maps and organigrams
- BPMN modelling with drag & drop
- Model validation and animation
- Variant and version management
- Library features
- Shared working
- Simple form creation via drag & drop
- Bespoke installation and feature enhancement
- Combination of modelling and simulation allows new analysis and optimisation opportunities
- Stochastic and single-result simulation of business processes
- Process documentation in the process portal

Increase process satisfaction comprehensively and flexibly

In order to remain competitive in the face of constantly increasing market demands, companies in all sectors are focusing more and more on the needs of their customers as well as on the technological and market-specific requirements of the environment in which they operate. In this regard, business process management can help companies to react to market developments in a flexible and customer-focused way. Through the identification, analysis, modelling and management of business processes, working practices can be examined and where necessary improved to make them more effective, efficient, transparent and responsive.

IYOPRO provides comprehensive process management support for all the phases of the process lifecycle. It can be used by companies in any sector and for all areas and departments, regardless of the size of the company. With the online BPM suite you can model your company processes in BPMN 2.0. This will enable you to organise, document, simulate and run your process models.

As a cloud application with service-oriented architecture, IYOPRO can be accessed wherever you are, thereby offering the flexibility of global collaboration without compromising data security. As a web-based programme, it enables your staff to log on wherever they are in the world and enjoy simultaneous access to the process models. All information is protected from unauthorised access via SSL encryption during transfer and by electronic safes on the server. As an additional security measure, all emails sent by the programme are certified.

IYOPRO has an intuitive user interface. You can model your processes using the simple drag and drop function and can check your models for accuracy using the integrated notation validation tool.

Then there is the workflow components feature, which enables you to create practicable processes derived from the models you've created. Features helping to save time and increase the quality of your processes include as-needs information access for your employees, clear lines of accountability, transparent status updates, automated messaging and fluid information flow.

Process simulation helps you analyse processes and allocate resources. You can assess the costs factors, run times and resource usage of your processes and locate opportunities for fine-tuning.

Click here to try IYOPRO for free

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Model and document

Intuitive user interface

As a modern web-based application, IYOPRO requires no installation: you simply use it via your web browser. Available in six languages and various designs, it features intuitive navigation via a series of tabs from a main ribbon menu. The design will be familiar to users of Microsoft Office products.

By creating a team, any user of IYOPRO can work on projects together with other users and manager access to models and projects. Only those who are members of the relevant team can access the project data.

Even within a team, different access rights and limitations can be assigned by creating various sub-groups. Read-only, write-over, implementation, deletion, renaming, exporting, security settings – you decide who has which permissions.

Easy modelling

In IYOPRO you have access to the complete version of BPMN 2.0. This allows you to describe business processes in the form of three different diagram types:

- **Collaboration diagrams** describe processes and depict information flow in processes and process chains.
- **Choreography diagrams** show the actual sequence of information flow between communication partners.
- **Conversation diagrams** provide an overview of the communication structures within processes.

You can easily create diagrams by placing items on your desktop via drag and drop. This automatically creates connections such as sequence and information flows and you can introduce additional elements later with a simple mouse click. You can then work on your diagrams in the language of your choice without having to undertake further modelling.

Variants and versions

As the users of the diagrams differ in their information requirements, IYOPRO enables you to create different view options which can be modified to include or exclude specific elements. In this way you can determine the level of detail available to different users according to their needs. In addition selected users can be allocated access to previous versions of the model.
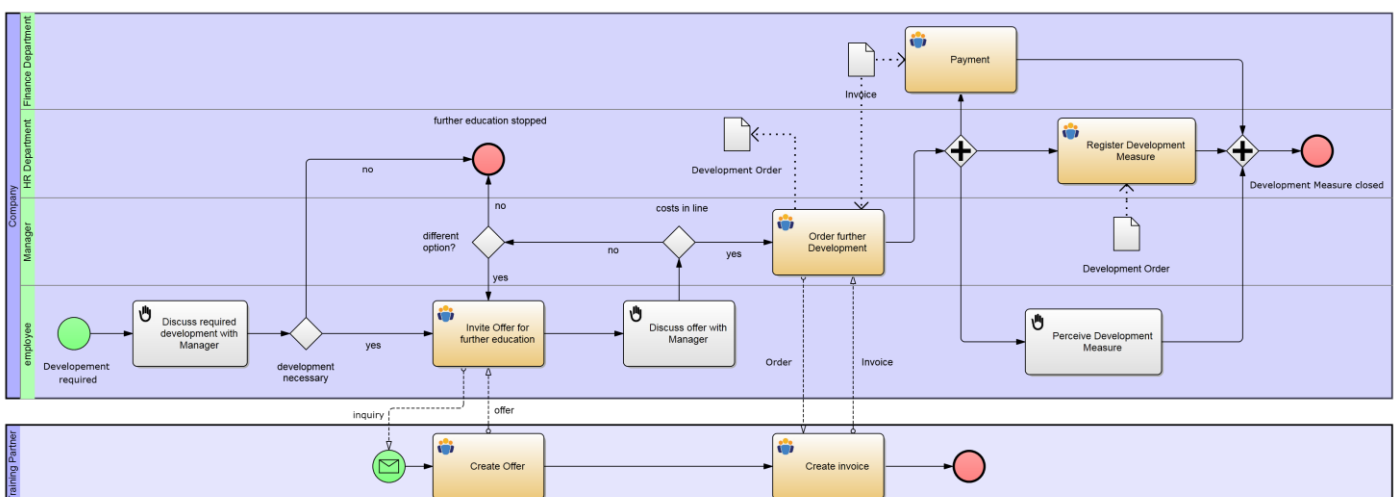
Customer-specific standardisation

In order to adapt IYOPRO to the specific requirements of your company, it comes in a wide range of configuration options. For example, you can remove unwanted notation elements from the BPMN 2.0 program and add your own customized shapes. This allows you to determine the level of detail and complexity of your process models. To help standardise process documentation and ensure its completeness, you can assign a colour and attach a description to each element category of your diagrams. Specific diagram elements can be saved for re-use. These glossary and library elements will preserve the quality of items that are used for the same purposes in different diagrams and make it easier to amend them from one central point of control.

Collaborative working made easy

The collaboration functions of IYOPRO make it possible for geographically dispersed colleagues to all work together and use video conferencing and speech and text messaging for the purposes of collaborative modelling.

IYOPRO also supports different languages. Your process models can be worked on in various languages without the requirement for further modelling, thereby facilitating communication in multinational teams.
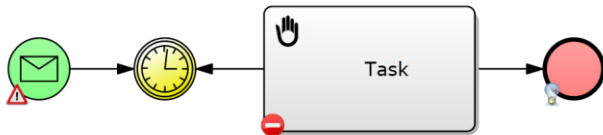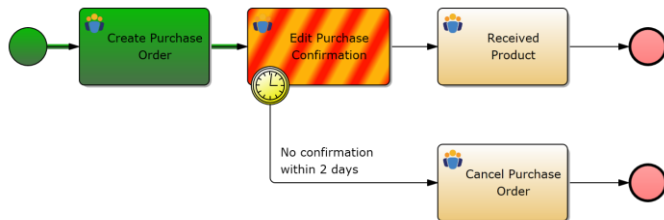
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In-model correction tools

IYOPRO validates process models automatically while they are being created, and if your model doesn't conform to BPMN 2.0 standards, a pop-up symbol will inform you of the cause of the error. You will also be offered solutions for fixing the problem and the notifications are weighted according to the nature of the error, the severity of the warning and the additional information offered.
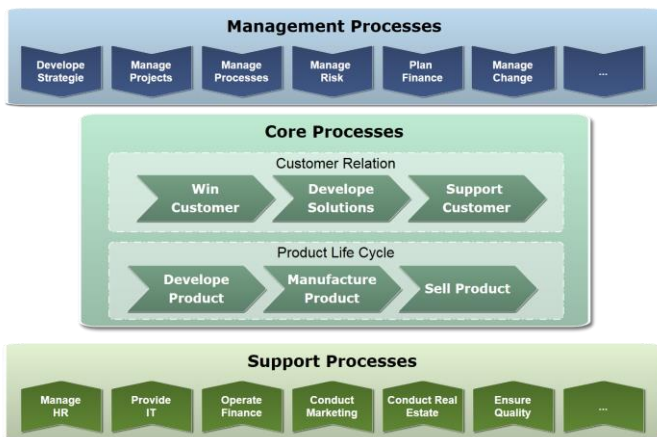

Another tool for validating your models is process animation. The process is broken down step by step, depicted visually and colour coded, thus making it easier to understand its flow.
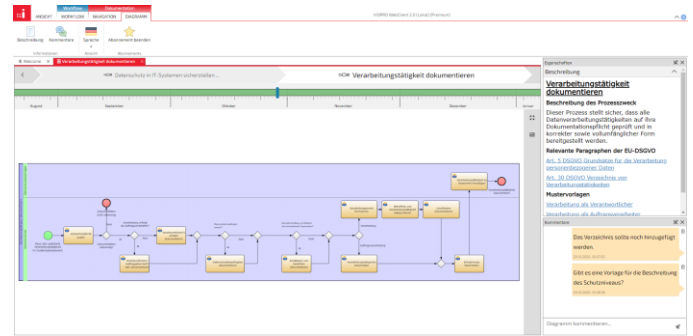

Process management requires structure

As the complete depiction of an organisation's process landscape can sometimes run to hundreds of diagrams, the processes need to be structured to provide an overview. For this purpose, IYOPRO provides process maps that enable the processes in question to be hierarchised and structured across an optimum number of levels.

You can also use organisational diagrams to show the structure of your company. The people and roles you enter into your organigram can be assigned contact information and descriptions and then linked directly to processes and activities in your process diagram, thereby achieving a synergy between your process structures and your organisational structures.

Publish your processes in the web portal!

The IYOPRO web portal is a particularly easy-to-use web platform on which processes are published company-wide. You decide on the necessity and the individual design of approval processes. Access rights and the publication of different views of diagrams also ensure that information is presented in a user-oriented manner. Earlier diagram versions can also be traced at any time using the process history.

In addition to simple and intuitive navigation via published process models, the web portal allows many additional functions. For example, it includes comment notes, subscriptions and notification options and, last but not least, a very powerful search function.

Tailor-made documentation

Documentation and evaluations can be adapted to your corporate design using freely configurable headers and footers as well as individual structuring options. IYOPRO then offers you the option of exporting your processes in the following form:

- IYP, BPMN and XML files
- Picture files
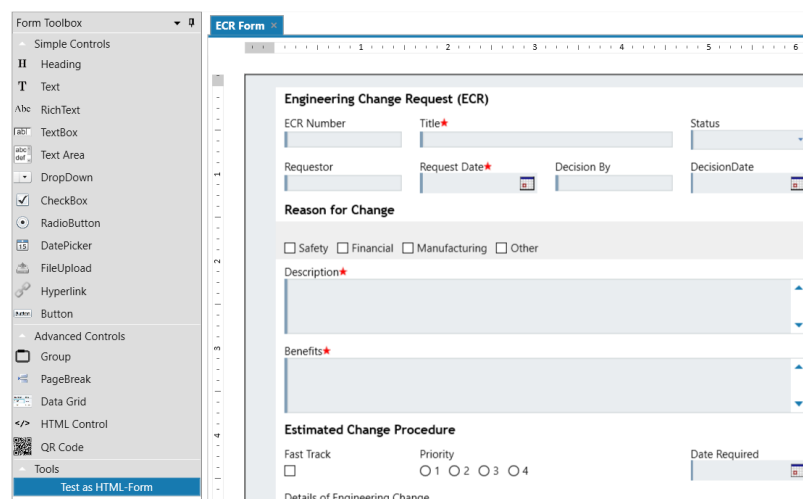- Word and HTML files
- RACI charts
- IT system evaluation

		Employee	HR Assistant	Manager	Accounting Assistant
1.1.1	Manage Personnel				
1.1.1.1	Educate Personnel				
	Register Development Measure	C,I	R	A	
	Order further Development	I		R,A	
	Payment			R	
	Invite Offer for further education	R		A	
1.1.1.2	Recruit Personnel				
	Create Applicant's Profile			R,A	
	Publish Internal Job Advertisement		R	A	
	Publish External Job Advertisement		R	A	
	Create Contract		R	A	
	Request Applicant's Profile		R	A	
	Create Declining		R	A,C,I	
	Create Job Advertisement		R	A,C,I	

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Automate and execute

Create forms with drag and drop

In IYOPRO you can easily create form-based workflows from your modeled processes by enriching them.

A range of elements, such as text and date fields, drop-down menus, file uploads and buttons, can be incorporated into the forms using drag and drop. No special skills are required and it's up to you which elements you include. You also decide which fields are compulsory and whether or not individual elements are visible or can be edited. In this way, individual departments can use IYOPRO as an intuitive process to decide for themselves the design of their forms.

As-needs notification

The IYOPRO portal gives you access to all your workflow information. It lists all your current tasks as well as the workflows available, so you can be kept to date with all your tasks at a glance. IYOPRO users can also get email updates on their tasks. The form of the update can be decided by the user. The content of the forms can be imported into the text of the email and appendices attached, while embedded hyperlinks take the user directly to the project without having to log in to IYOPRO.

Transferrable accountabilities

Tasks can be assigned to a whole group as to well as to individuals. Individual group members can then assign these tasks to themselves. The Delegate function allows tasks to be allocated to colleagues while the settings can be used to provide cover for a colleague's absence.

User control – the vital component

IYOPRO provides assistance to all those involved in a task. Various view options for the forms reduce the need to ask questions and they also help to increase process quality.
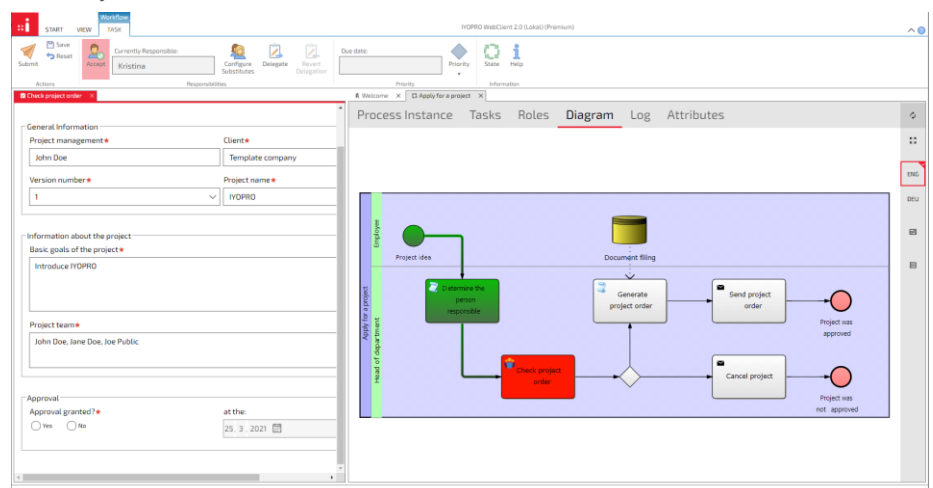
- **Workflow status** provides information on the process such as paths completed and time elapsed.
- **Form documentation** describes and helps you to fill out the document. It can be tailored to your individual requirements, as can the task description.
- **Task description** allows the addition of instructions, contacts etc.
  - **Tool tips** provide hints for filling in fields on the form. These too can be individually tailored.

Connectivity and persistence

Workflow information can be stored in IYOPRO's own data vaults throughout the runtime. They are available for the quantitative control and analysis of the process models. Almost all well-known software providers now also offer integration solutions and interfaces for your software systems that can be used directly in IYOPRO and thus enable data exchange between IYOPRO and their systems.

Simply generate Word, Excel or PDF documents such as contracts and offers fully automatically from the workflow. Unlimited integration, service-oriented architecture - IYOPRO plays in the first league when it comes to process automation!
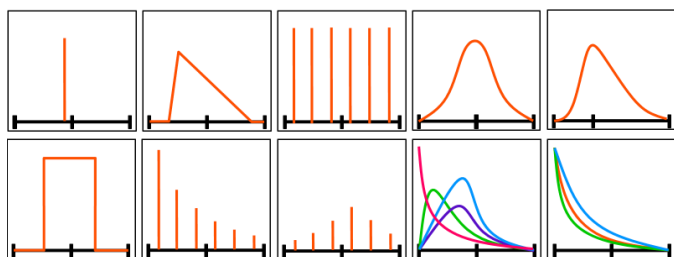
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Simulate and analyse

What are the benefits of process simulation in IYOPRO?

Process simulation in IYOPRO monitors the resource utilisation, timespans and costs of your processes, thereby identifying potential efficiency savings. Simulation also allows

- strategies to be compared by looking at process alternatives
- stock shortages and inventories to be analysed
- the performance of processes and resources under various conditions to be tested
- process-related cost calculations to be carried out
- bottlenecks in the process to be identified

Realistic simulation scenarios

In order to provide a realistic representation of activity lifecycles, IYOPRO has a range of separate and continuous distribution functions. Once the process is underway, timeframes and the number of days can be reduced as required.

Product-focused and providing an overview of multiple processes

Multiple processes can be included in a simulation. This enables working practices to be analysed across a whole department or even whole organisations and provides a realistic picture of processes that are competing for limited resources.

Multiple products can also be simulated. Each product can be assigned different intermediate arrival times and lifecycles, thereby making the simulation more dynamic.

Effective resource allocation

Key staff members and other process resources can have a decisive effect on the outcome of a simulation. IYOPRO therefore allows a wide range of options for the deployment of staff and resources.
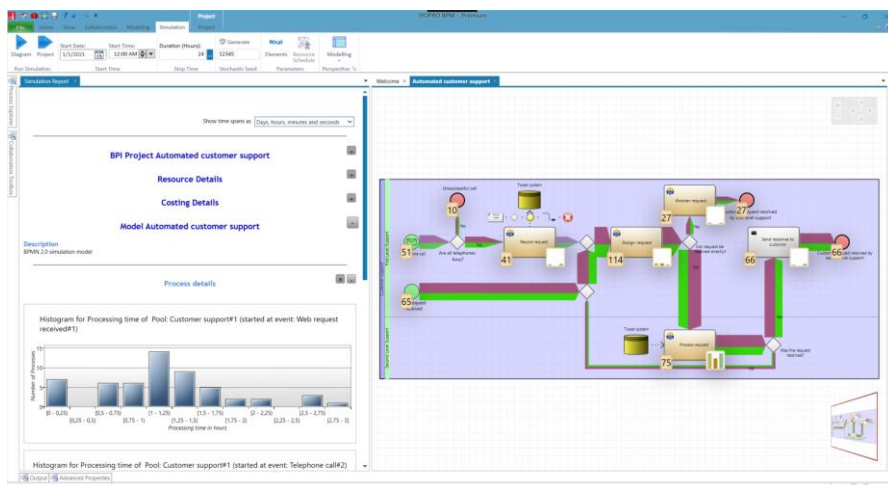
These include the creation of

- individual work plans for employees
- individual salary details
- preparation and follow-up times

Resource-related cost distribution

Process costs analysis is a way of measuring expenditure and can be used for assessing all monetary and non-monetary costs. IYOPRO captures these costs exactly where they occur – in the activities themselves. Both quantity-determined and non-quantity-determined costs can be calculated and assessed not just on the basis of their implementation but also in accordance with the time they require and their dependence on variable factors. In this way even general costs can be allocated transparently and allocated to the process that generates them.

Comprehensive outcomes display

Simulation outcomes are shown graphically in the process models themselves. Histograms provide information as to costs incurred as well as average lifecycle and waiting times. Proportional volume flows together with activity and outcome meters show the distribution of completed paths. The ability to allocate colours to specific items allows you to highlight time-intensive elements and cost drivers. There is also the creation of an interactive report that illustrates all the simulation outcomes down to element level; this can be provided as an Excel export.

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About us

For over 25 years on behalf of digital change - for over 2,000 customers.

For more than 25 years, intellivate has been helping to set up companies with smart IT software, analysis and consulting so that data becomes business and the digital transformation bears fruit as quickly as possible. Product lifecycle management (PLM) and business process management (BPM) as a well-coordinated tandem offer outstanding digitization effects that generate new, urgent added value for companies:

Data and processes become an economic asset.

With our expertise and our team spirit, we turn our own and customer ideas into practical solutions. In this way we enable the solid growth of intellivate and at the same time secure the future viability of our customers.

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