



Faculty: FACULTY OF TELECOMMUNICATIONS AND MANAGEMENT

Department: INFORMATION TECHNOLOGY

Professional Field: COMMUNICATION AND COMPUTER EQUIPMENT

Specialty: CYBERSECURITY IN BUSINESS

Educational-qualification degree: BACHELOR

LEARNING COURSE DESCRIPTION

1. Course title: BUSINESS PROCESS ANALYSIS

2. Course code: B.47.043.2

3. Type of the course: eligible

4. Level: Bachelor

5. Year of study: Third

6. Semester: Sixth

7. Number of credits: 6

8. Name of the lecturer: Assoc. Prof. Ivaylo Tsvetanov Stoyanov, Ph.D

9. Course learning outcomes:

The aim of the course is to provide students with a systematic basic knowledge in the field of BUSINESS PROCESS ANALYSIS.

Students who have completed their coursework must acquire:

Basic knowledge of the nature and specificity of business processes, monitoring, description, analysis, optimization and design of business processes.

Practical skills in BPA technology to cope with new trends and business practices in contemporary organizations.

Competencies: Upon completion of the course, students must have mastered the BPA mechanisms and diagnose their behavior within the organization.

10. Teaching methods:

The teaching method is in lecture and discussion form, according to the specifics of the subject matter. The emphasis is on the fundamental questions of the BPA, using multimedia.

11. Prerequisites:

Students should have a thorough knowledge of the Fundamentals of Economics, Fundamentals of Management, IT Processes, Business Information Systems.

Courses in the discipline are Business Process Management.

12. Course contents:

The course deals with topical topics related to the scientific and practical aspects of business process analysis in an organizational environment. As a result, it is necessary to know the mechanisms and tools for business process impact. Topics that focus on monitoring, description, analysis, optimization and design of business processes.

13. Bibliography

Basic literature:

1. Блинов, А. Реинжиниринг бизнес-процессов, 2010, Юнити
2. Тельнов, Ю. Реинжиниринг бизнес-процессов. Компонентная методология. 2-е изд., пер. и доп. М., Финансы и статистика, 2004.
3. Business Process Analysis: including architecture, engineering, improvement, management, and maturity Paperback, August 13, 2012.
4. Business Management Systems Thinking: Integrated Enterprise Excellence Orchestrates Business Process Management, Analytics and Statistics with KPI Reporting, Strategic Planning & Process Improvement Hardcover – August 30, 2019.
5. Business Analysis And Process Modeling: A Beginner's Guide To Business Strategy And Process Improvement Paperback, September 10, 2018 by Ahmed Fawzy (Author).

Additional literature:

1. Шипър, А.В. ARIS – моделиране на бизнес процесите, изд. къща Springer, 2009.
2. Davis, Rob, ARIS Design Platform: Advanced Process Modelling and Administration. Springer, London 2008, ISBN 978-1-84800-110-7.
3. Hill, T; Westbrook, R.; SWOT Analysis: It's Time for a Product Recall, Long Range Planning. 30 (1): 46–52. doi:10.1016/S0024-6301(96)00095-7.
4. Hunt, John, The Unified Process for Practitioners: Object-oriented Design, UML and Java. Springer, 2000. ISBN 1-85233-275-1.

5. Kaplan, Robert S; Norton, The Balanced Scorecard: Translating Strategy into Action. Boston, MA.: Harvard Business School Press.
6. Kathleen B Hass, Richard Vander Horst, Kimi Ziemski, From Analyst to Leader: Elevating the Role of the Business Analyst Management Concepts, 2008. ISBN 1-56726-213-9.
7. Levina, Olga.; Assessing Information Loss in EPC to BPMN Business Process Model Transformation, 2012 IEEE 16th International Enterprise Distributed Object Computing Conference Workshops. IEEE: 51–55. doi:10.1109/EDOCW.2012.38. ISBN 9781467350051.
8. White, Stephen A.; Bock. Conrad.; BPMN 2.0 Handbook Second Edition: Methods, Concepts, Case Studies and Standards in Business Process Management Notation, 2011, Future Strategies Inc. ISBN 978-0-9849764-0-9.

14. Assessment methods and criteria:

Ongoing assessment.

The course ends with an *exam*. The student's individual and team work is taken into account during the semester - ongoing control during lectures and seminars.

1. Requirements for the assessment of the six-point system

The course grade is formed by a point system, the maximum number of points students can receive is 100 (see Table 1). They are formed by one practical assignment, developed in a team of several students, assigned by the lecturer of the course (according to the topics of the syllabus) and two assignments in the seminars - presentation of course work (at the choice of the student from the specified directions, ie topics and a practice for learning. With the assessment that is formed by the resulting sum of points (from lectures and exercises), ie. with ongoing control, the student is formed according to pre-announced criteria.

2. Formation of the final mark

The exam takes the form of project defense. After exam, each student receives a grade on a scale corresponding to the arrangement in Table 1, to which is added the grade from the current control and the total of the two grades divided into two forms the final grade of the course.

Forming an assessment in the training course at each of the above stages, according to the points obtained and their ranking according to the six-point system is given in Table 1.

Table 1.

Number of points	Assessment According to the 6-point Scale System
0 – 20	Fail 2 (F)
20 – 39	Fail 2 (FX)
40 – 49	Satisfactory 3.00 (E)
50 – 59	Satisfactory 3.00 (D)
60 – 69	Good 4.00 (C)
70 – 84	Very good 5.00 (B)
85 – 100	Excellent 6.00 (A)

15. Language of instruction: Bulgarian/English