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TalkProcess forms

1 WHAT IS THE PRODUCT

TalkProcess forms is a business process mapping software that collects processes information digitally.

It is a tool that supports all process mapping project phases:

- Prepare and plan;
- Communicate and raise awareness;
- Aggregate information.

Through an intelligent and specialized form in the process mapping, you collect information about how each business process is executed. In this form, in a collaborative way, the Process Professional clarifies his doubts and interacts directly with the process actors.

All communication is recorded and organized digitally, for the subsequent process design, after the correct understanding of the process activities.

The actors' engagement in the process of filling out the forms is automatically measured and communicated to the Chiefs and project Sponsors, through a mobile app. The actors' engagement commitment is guaranteed, gaining agility and improving the mapping quality.

Replace process mapping interviews with something more practical and efficient:

- A specialized form in the process mapping;
- Automatic control of deadlines;
- Automated communication and billing;
- Collaboration and interaction resources;
- Automatic measurement of engagement indicators;
- A simple and intuitive tool for employees to use.

2 MAIN PAINS SOLVED

2.1 A LOT OF BUREAUCRATIC WORK AND EFFORT

Face-to-face events (interviews, meetings and workshops) consume a lot of time and effort, due to the bureaucratic work required to:

- Obtain the Employees' releases from the Managers (department heads and area managers);
- Communicate Employees about the project (objectives, activities, roles, ...);
- Reconcile Employee agendas, to schedule and hold WSs, meetings and interviews;
- Collect knowledge in notes, post-its, recordings, ...;
- Review notes and organize knowledge after events;
- Dealing with Employee absences and delays;

- Provide additional events to replace the losses with absences.

All the energy and attention dedicated by the process professional to these activities, in addition to not adding value to the company, also require more effort and time from Employees and Managers.

This increases company costs and reduces process professionals productivity.

2.2 LOW ENGAGEMENT OF MANAGERS AND EMPLOYEES

Unfortunately, the great difficulty in mapping processes is precisely the low Managers and Employees engagement (see research - https://www.linkedin.com/pulse/resultado-da-pesquisa-sobre-dificuldades-com-o-de-barros-de-s%C3% A1-msc/).

In other words, Employees do not engage in mapping activities and Managers do not contribute to engagement hims.

Without the active support of Managers and their commitment to Employees to engage with the mapping, very little can be done by the process professional.

There are several causes that this low engagement, but the fact is this scenario is difficult for the process professional:

- Obtain process information;
- Understand processes correctly;
- Accomplish project deadlines;
- Produce quality documentation;
- Ensure satisfactory results.

2.3 FAULT OF TIME AND SPONSORS UNDERSTANDING

Faults of sponsorship can stem from the Directors' fault of time or their lack of understanding, about how essential this support is from their.

For a level-C understand the importance of their support for process projects, he would need data on the low engagement of the Managers and how this compromises the entire project.

This information serves to prove the risk that the company runs, of losing the money invested in the projects of processes.

And more: the risk of keeping the company running inefficient processes, which generate rework, waste and customer dissatisfaction.
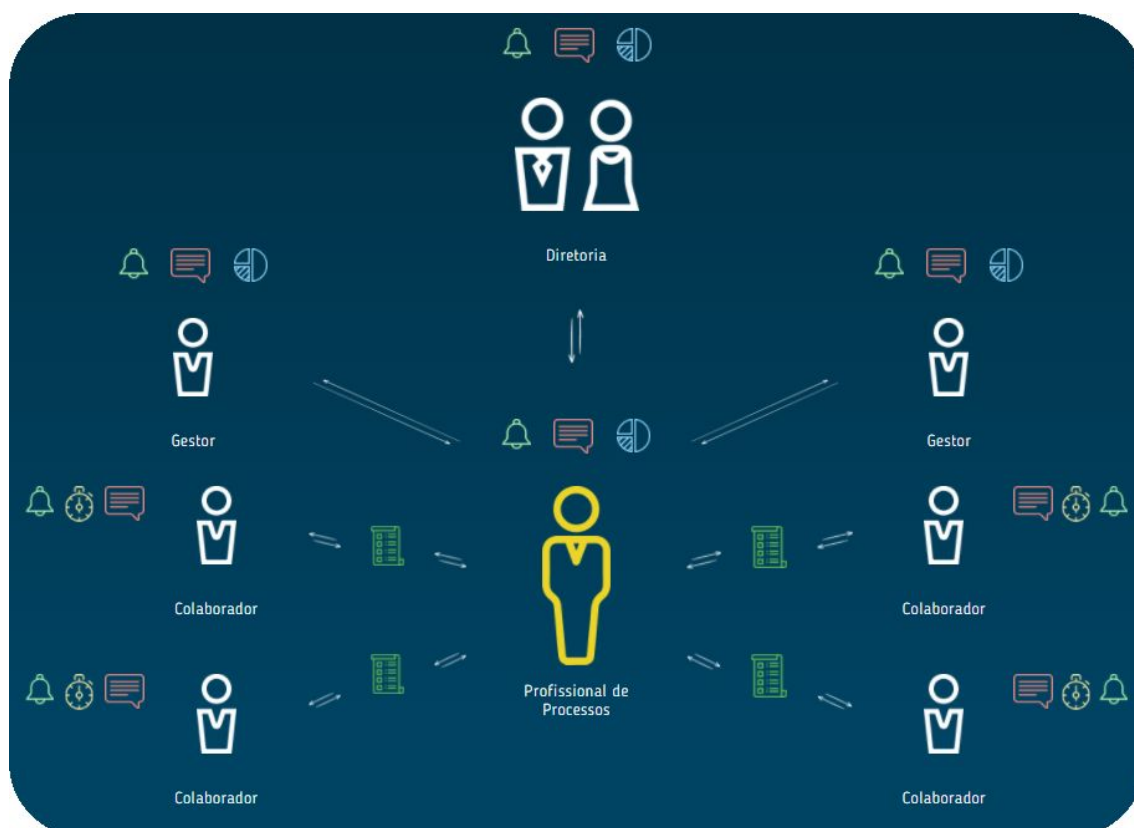
3 WHO IS IT FOR

TalkProcess forms it for:

- Companies that want to increase performance;
- Specialists in processes, projects or business analysis;
- IT professionals, governance, ITIL, Cobit and requirement analysis;
- Quality professionals, analysts, consultants and auditors.

4 INFOGRAPHIC

In a modeling project, especially in the mapping phase, the process professional interacts all the time with employees who know the process, managers need to be in contact with these employees and the directors must communicate with these managers.

So few things are as fundamental as communication and alignment. With TalkProcess forms all these people interact through posts, in a collaborative, simple and transparent way. Thus, you eliminate communication and alignment problems.

Access this infographic on link: https://www.talkprocess.com.br/infografico.php