



## BML BUSINESS PROCEDURE DOCUMENT (SOP)

The BML W5 provides a wide variety of reports that enable users to leverage the information contained within BML business models to identify opportunities for business improvement and automatically generate accurate and concise business requirements.

### **BML EXTENDED BUSINESS PROCEDURE DOCUMENT**

The BML Extended Business Procedure Document is a robust suite of reports designed to support and enable the business, most notably the automatic generation of accurate, systematic and consistent business procedures from BML models. Reports include the following:

NAME	DESCRIPTION
Procedure Document Definitions	Lists common definitions used throughout the procedure document and BML models.
Procedure Document Details	For each BML Activity contained in the HOW model, the following information is output: <ul style="list-style-type: none"><li>• Inputs</li><li>• Outputs</li><li>• Activity Description</li><li>• Associated Commitments and Controls Profiles</li><li>• Role, Organization, and System Involvement (WHO)</li><li>• Timing (WHEN)</li><li>• Location (WHERE)</li><li>• CRUD Information (WHICH)</li><li>• Technologies Used</li><li>• Sub-Activities</li><li>• Success Paths</li><li>• Exception Paths</li></ul>
Procedure Document Interfaces	Lists Process Connectors associated with BML HOW model(s).
Procedure Document Introduction	Contains introduction information such as effective date, procedure owner, executive sponsor, and change statement.
Procedure Document Profile Filter Report	Lists all profiles associated with BML objects contained in the selected BML model(s).
Procedure Document Responsibilities	Lists all BML Role and Organization (WHO) objects that have a valid RACI Profile set to Responsible. For each WHO object, a list of related BML Activities is output.
Attachments	Produces images of the BML model(s) and inserts a link in the



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	Word document to the model image(s).
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The BML Extended Business Procedure Document may be output as a Web Page (.html), Web Page Archive (.mht) or Microsoft Word document (.doc).

The BML Extended Business Procedure Document is offered as an add-on to BML W5 and is a standalone license.



### HARDWARE & SOFTWARE REQUIREMENTS

COMPONENT	REQUIRED SPECIFICATIONS
<b>Processor</b>	<ul style="list-style-type: none"><li>• 1-gigahertz (GHz) Intel Pentium-class processor</li></ul>
<b>Operating System(s)</b>	<ul style="list-style-type: none"><li>• Windows 7</li><li>• Windows Vista</li><li>• Microsoft Windows® Server 2003*</li><li>• Windows XP Professional*</li><li>• Windows XP Home Edition</li><li>• Windows 2000*</li><li>• Windows Millennium Edition (Windows Me)</li><li>• Windows 98</li><li>• Microsoft Windows NT® 4.0 Service Pack 6a</li></ul>
<b>Memory</b>	<ul style="list-style-type: none"><li>• 1 gigabyte (GB) of RAM, 2 GB recommended</li></ul>
<b>Hard Disk</b>	<ul style="list-style-type: none"><li>• 20 MB of hard disk space required</li></ul>
<b>Display</b>	<ul style="list-style-type: none"><li>• 800 x 600 or higher-resolution display with 256 colors</li></ul>
<b>Input Device</b>	<ul style="list-style-type: none"><li>• Microsoft mouse or compatible pointing device</li></ul>
<b>Software</b>	<ul style="list-style-type: none"><li>• Microsoft.NET Framework 2.0 Redistributable (.NET Framework Downloads)</li></ul> <p><i>Note: If you are not sure if you have these items installed, simply download and run the setup of your choice. During the install, setup will notify you if the required items have not been found.</i></p>
<b>Other</b>	<ul style="list-style-type: none"><li>• Install the latest Windows service packs and critical updates from the Windows Update site.</li></ul>

### DISTRIBUTION MEDIA

The BML Business Procedure Document and corresponding software updates are distributed over the Web via the BusinessGenetics Web site at [www.BusinessGenetics.com](http://www.BusinessGenetics.com). A CD may be provided upon request.

### ORDERING INFORMATION



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## **BML BUSINESS PROCEDURE DOCUMENT (SOP)**

The BML Extended Business Procedure Document may be ordered through BusinessGenetics, authorized reseller of all BML Innovations (BMLi) products, at 720.266.1024.

### **SOFTWARE PRODUCT SERVICE**

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Software support and maintenance is offered on an annual basis. Support is offered via phone (+1.303.792.3086), email and MSN Messenger ([support@xBMLinnovations.com](mailto:support@xBMLinnovations.com)), the BusinessGenetics Web site at [www.BusinessGenetics.com](http://www.BusinessGenetics.com), and through an online Support Public Forums hosted on the Web site. Details are included with the Annual Maintenance & Support Agreement.

### **SOFTWARE WARRANTY**

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The BML Extended Business Procedure Document is warranted to conform to its specifications for a period of thirty (30) days after delivery to the Client.