

# Web Demo Usage

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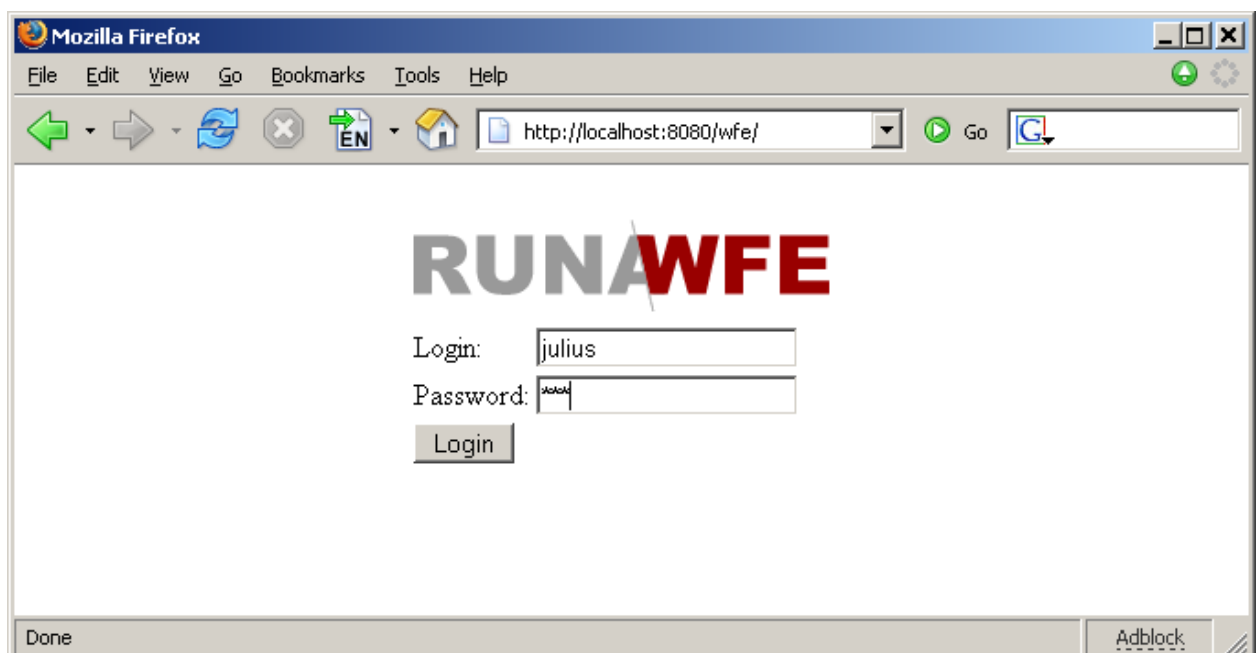
## Starting demo

1. Surf to <http://wfdemo.runa.ru/wfe/>
2. Enter login and password

accounts:

| Login     | Full name                                 |
|-----------|---|
| julius    | Gaius Julius Caesar                       |
| nero      | Nero Claudius Caesar                      |
| cleopatra | Cleopatra VII The Daughter of the Pharaoh |
| caligula  | Gaius Iulius Germanicus                   |
| tiberius  | Tiberius Claudius Drusus                  |
| marcus    | Marcus Aurelius Antoninus                 |
| gaiua     | Gaiua Flavius Valerius Constantinus       |
| attila    | Attila the King of Huns                   |

The password for actors is 123



groups:

| Group          | Group members                |
|----------------|------------------------------|
| manager        | ●julius<br>●nero             |
| human resource | ●cleopatra                   |
| bookkeeper     | ●caligula<br>●tiberius       |
| staff          | ●marcus<br>●gaiua<br>●attila |
| all            | All actors                   |

Menu items:

- System – allows to:
  - ◆Manage system permissions
- Process Definitions – allows to:
  - ◆Start business process
  - ◆View permissions on business process definition
  - ◆View the business process graph
- Executors – allows to:
  - ◆Manage executor permissions
  - ◆Manage executor properties
- Process Instances – allows to:
  - ◆View process instance states and variables
- Tasks – allows to
  - ◆Work with actors tasks

processes:

- over time work
- vacation
- business trip

Notes:

- Only managers (*julius*, *nero*) have the rights to start processes “over time work ” and “business trip ”.
- All actors can start the process “vacation ”.
- The boss<sup>1</sup> of *gaiua* is *julius*, the boss of *marcus* and *attila* is *nero*.

## Running processes

### Over time work

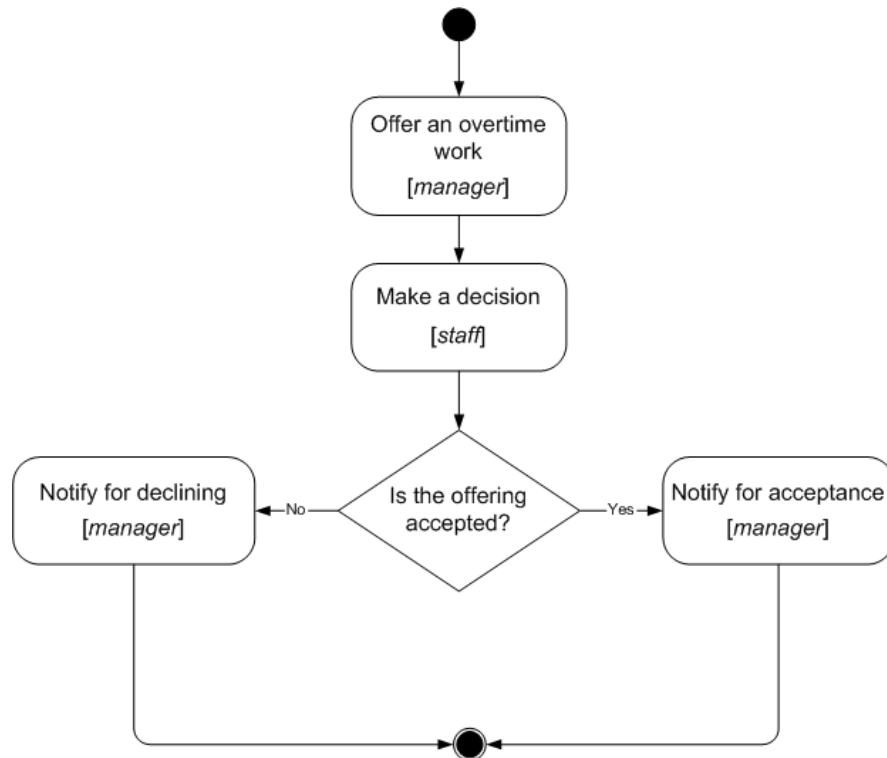
*Description:*

Manager asks the employee for overtime work. The employee accepts or declines the proposal. After that the manager receives the notification of acceptance or rejection.

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<sup>1</sup> Organization function determines boss in “vacation ” process.

The business process graph:



How to play the business process:

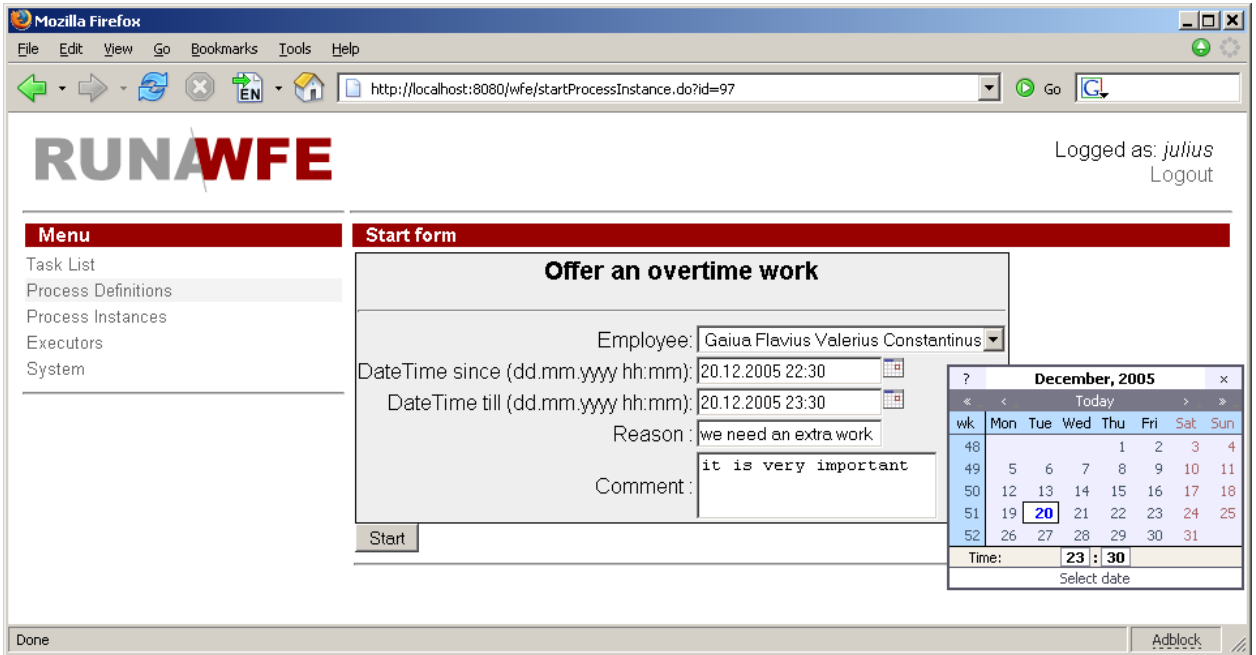
1. Log in as member of manager group (e.g. julius)
2. Click menu item "Process Definitions"
3. Click "Start" for "over time work " button

Logged as: julius  
Logout

| Menu                |  | Process Definitions      |                                     |                          |
|---------------------|--|--------------------------|-------------------------------------|--------------------------|
| Task List           |  | View: Default            |                                     |                          |
| Process Definitions |  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Process Instances   |  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Executors           |  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| System              |  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
|                     |  | Undeploy                 |                                     |                          |

http://localhost:8080/wfe/startProcessInstance.do?id=97

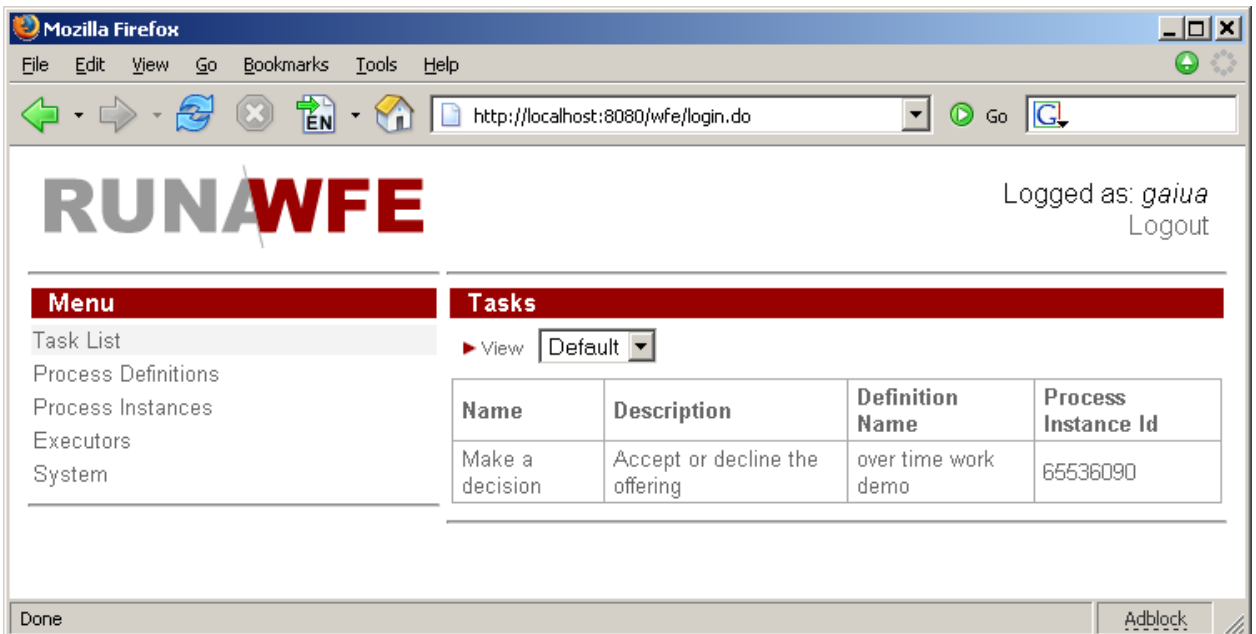
4. Start form will appear.
  - Choose an employee, which will receive proposal for an overtime work (e.g. Gaiua)
  - Enter the time interval for the overtime work (e.g. 20.12.2005 22:30 - 20.12.2005 23:30)
  - Fill the fields «reason» and «comment»



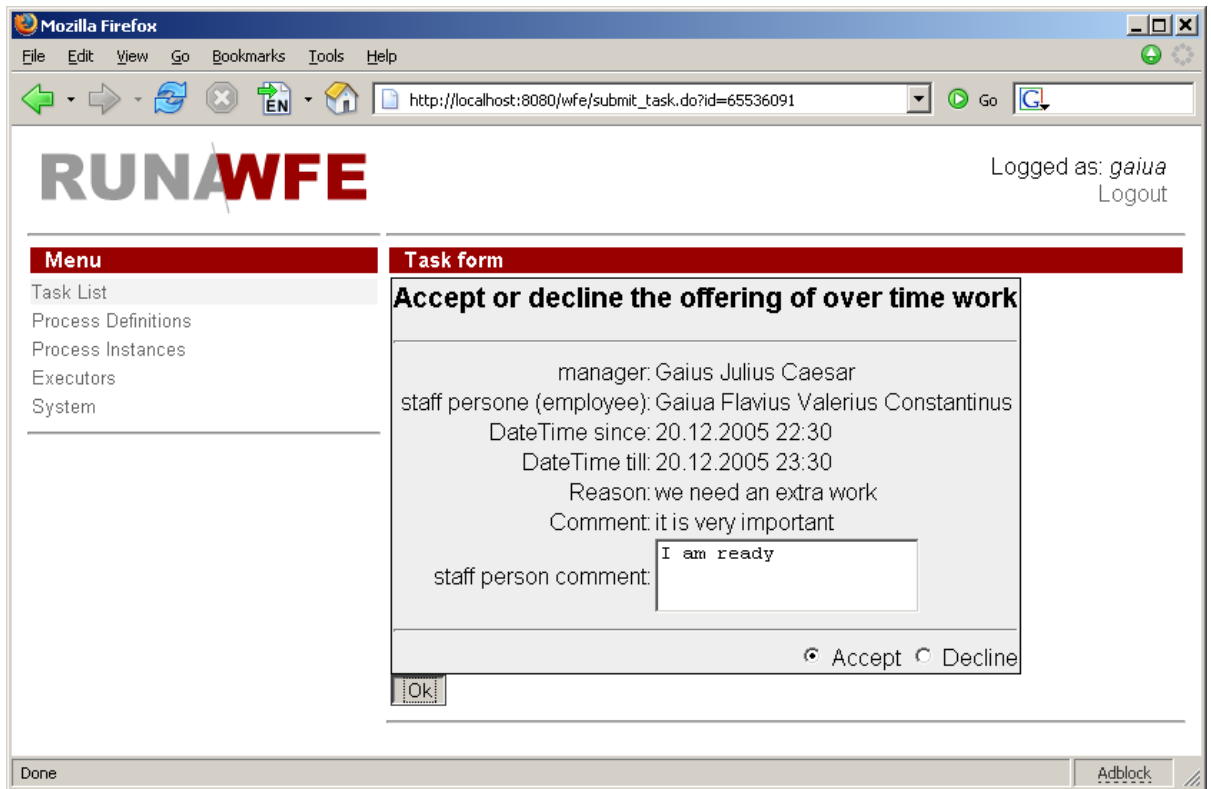
- Click “OK”

The new instance of “over time work ” business process will be created and the employee (gaiua) will receive task.

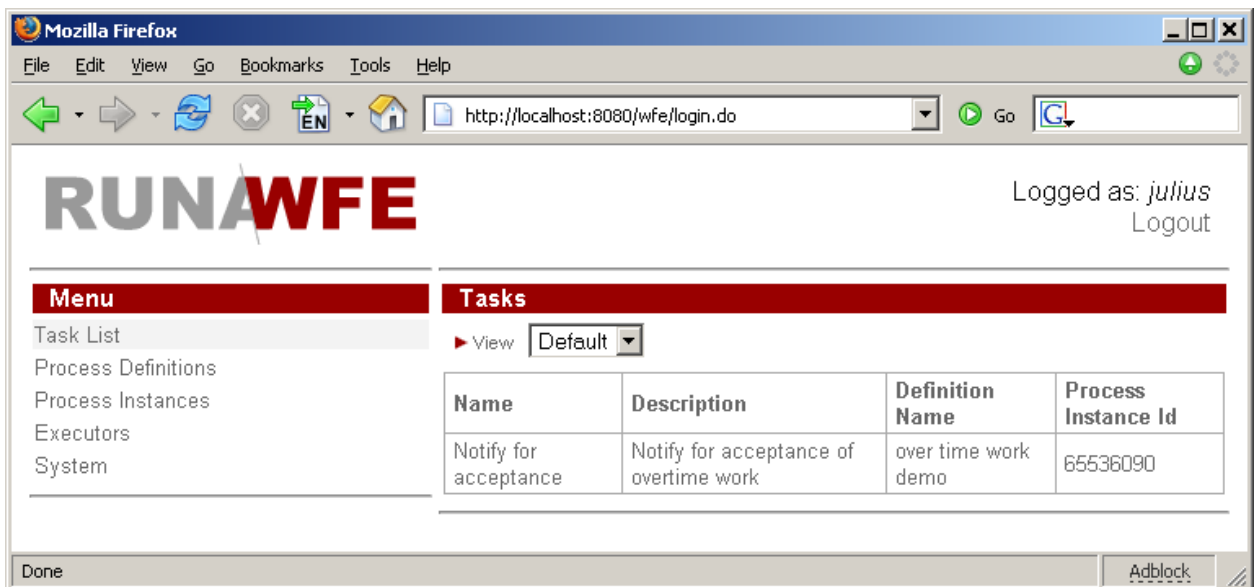
5. Click “Logout”
6. Log in as employee, selected on the start form (gaiua).
7. Click the “make a decision” task.



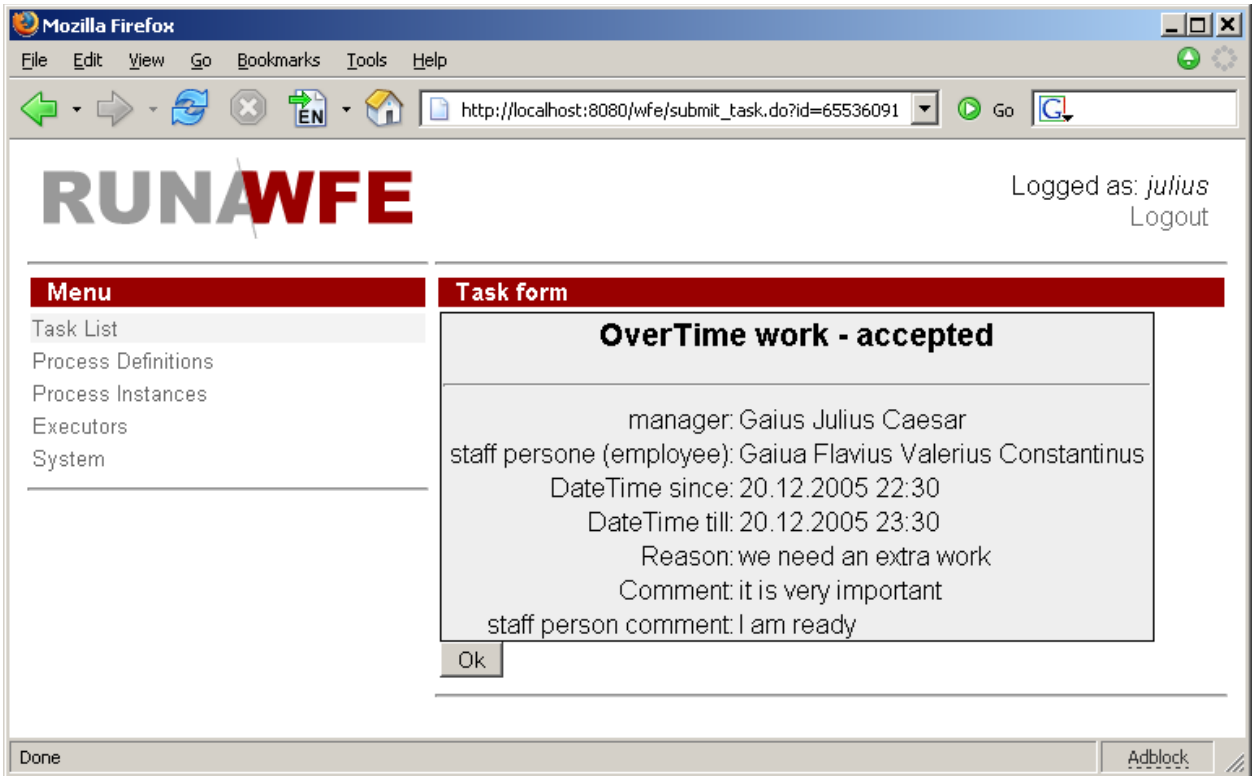
8. Choose “accept” or “decline” (e.g. “accept”), fill the «comment» field and click «OK».



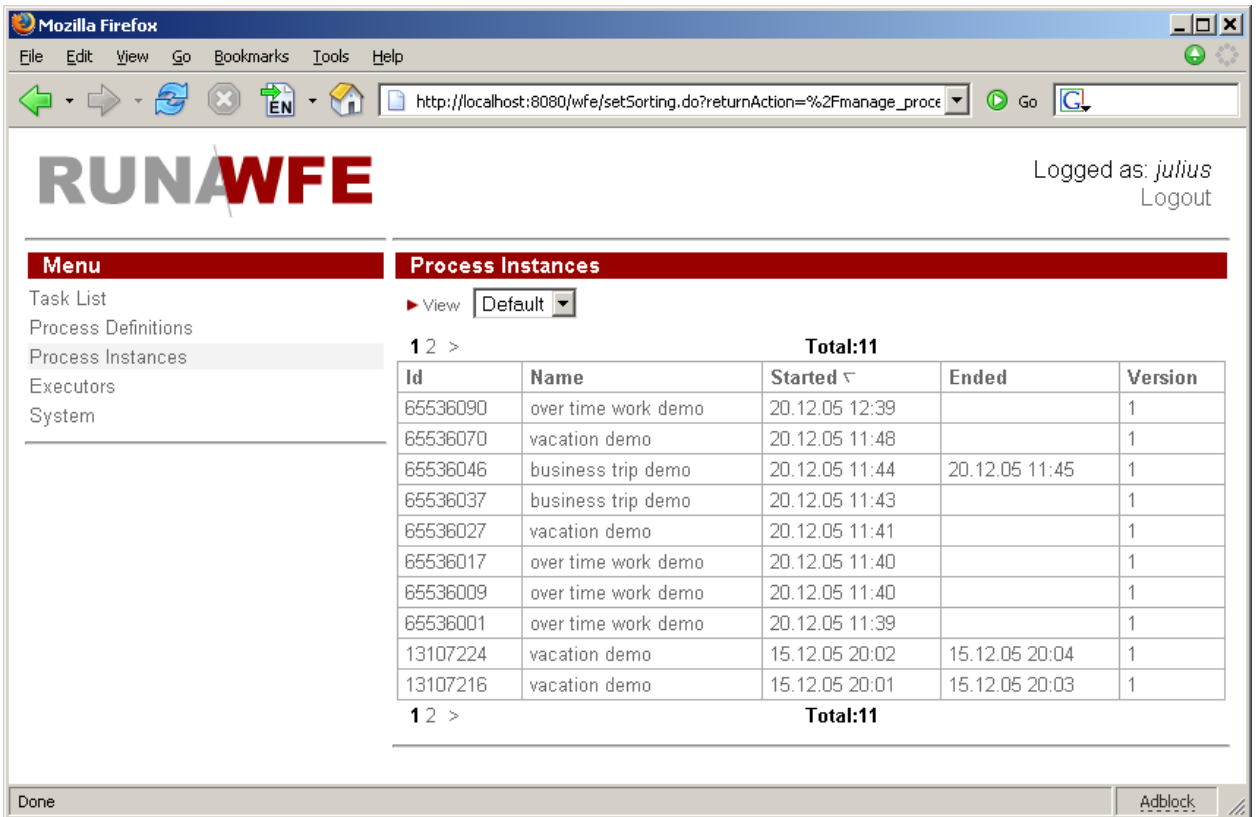
9. Logout
10. Log in as the actor, which started the process (julius)
11. Click on task "Notify for acceptance".



12. By clicking "OK" you'll finish the process.



Note. To monitor process click on “Process Instances” menu item



and then click on instance

Mozilla Firefox  
 File Edit View Go Bookmarks Tools Help  
 http://localhost:8080/wfe/manage\_process\_instance.do?id=65536090

**RUNWFE** Logged as: *julius*  
Logout

| Menu                |  | Process Instance                      |                     |
|---------------------|--|---------------------------------------|---------------------|
| Task List           |  | Name                                  | over time work demo |
| Process Definitions |  | Id                                    | 65536090            |
| Process Instances   |  | Version                               | 1                   |
| Executors           |  | Started                               | 20.12.2005 12:39    |
| System              |  | <input type="button" value="Cancel"/> |                     |

| Process Swimlane List |            |                       |
|-----------------------|------------|-----------------------|
| Name                  | Assignment | Organization Function |
| staff                 | gaiua      |                       |
| manager               | julius     |                       |

| Process Variable List |                      |                                    |
|-----------------------|----------------------|------------------------------------|
| State Name            | Variables            |                                    |
| Notify for acceptance | Name                 | Value                              |
|                       | since                | Tue Dec 20 22:30:00 GMT+03:00 2005 |
|                       | staffPersonDecision  | true                               |
|                       | reason               | we need an extra work              |
|                       | staff person comment | I am ready                         |
|                       | comment              | it is very important               |
|                       | till                 | Tue Dec 20 23:30:00 GMT+03:00 2005 |

| Permission Owners                   |      |                                     |                          |                          |
|-------------------------------------|------|-------------------------------------|--------------------------|--------------------------|
|                                     | Name | Read                                | Update Permissions       | Cancel Instance          |
| <input checked="" type="checkbox"/> | all  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Done Adblock

Note. To see the business process graph click on “Process Definitions” menu item

Mozilla Firefox  
 File Edit View Go Bookmarks Tools Help  
 http://localhost:8080/wfe/manage\_process\_definitions.do?tabForwardName=manage\_def

**RUNWFE** Logged as: *julius*  
Logout

| Menu                |  | Process Definitions                         |                          |                          |
|---------------------|--|---|--------------------------|--------------------------|
| Task List           |  | View <input type="button" value="Default"/> |                          |                          |
| Process Definitions |  | <input type="checkbox"/>                    | <input type="checkbox"/> | <input type="checkbox"/> |
| Process Instances   |  | <input type="checkbox"/>                    | <input type="checkbox"/> | <input type="checkbox"/> |
| Executors           |  | <input type="checkbox"/>                    | <input type="checkbox"/> | <input type="checkbox"/> |
| System              |  | <input type="checkbox"/>                    | <input type="checkbox"/> | <input type="checkbox"/> |

|                          | Name                | Description  |            |
|--------------------------|---------------------|--|------------|
| <input type="checkbox"/> | business trip demo  | The participants of this process are the members of the manager, staff, bookkeeper and human resource groups | Properties |
| <input type="checkbox"/> | over time work demo | The participants of this process are the members of the manager and staff groups                             | Properties |
| <input type="checkbox"/> | vacation demo       | The participants of this process are the members of the manager, all and human resource groups               | Properties |

Done Adblock

and click on process properties.

Mozilla Firefox  
 File Edit View Go Bookmarks Tools Help  
 http://localhost:8080/wfe/manage\_process\_definition.do?id=97  
 Logged as: julius  
 Logout

**RUNWFE**

**Menu**  
 Task List  
 Process Definitions  
 Process Instances  
 Executors  
 System

**Process Definition**

|                 |  |
|-----------------|--|
| Definition Name | over time work demo  |
| Version         | 1  |
| Description     | The participants of this process are the members of the manager and staff groups |

**Process Graph**

```

graph TD
  Start(( )) --> Offer([Offer an overtime work  
[manager]])
  Offer --> Decision([Make a decision  
[staff]])
  Decision --> IsAccepted{Is the offering  
accepted?}
  IsAccepted -- No --> Decline([Notify for declining  
[manager]])
  IsAccepted -- Yes --> Acceptance([Notify for acceptance  
[manager]])
  Decline --> End(( ))
  Acceptance --> End
  
```

**Permission Owners**

| Name  | Read                                | Update Permissions       | Redeploy                 | Undeploy                 | Start                               | Read Instance                       | Cancel Instance          |
|---|-------------------------------------|--------------------------|--------------------------|--------------------------|-------------------------------------|-------------------------------------|--------------------------|
| <input checked="" type="checkbox"/> manager | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> all     | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Apply

Done Adblock

## Vacation

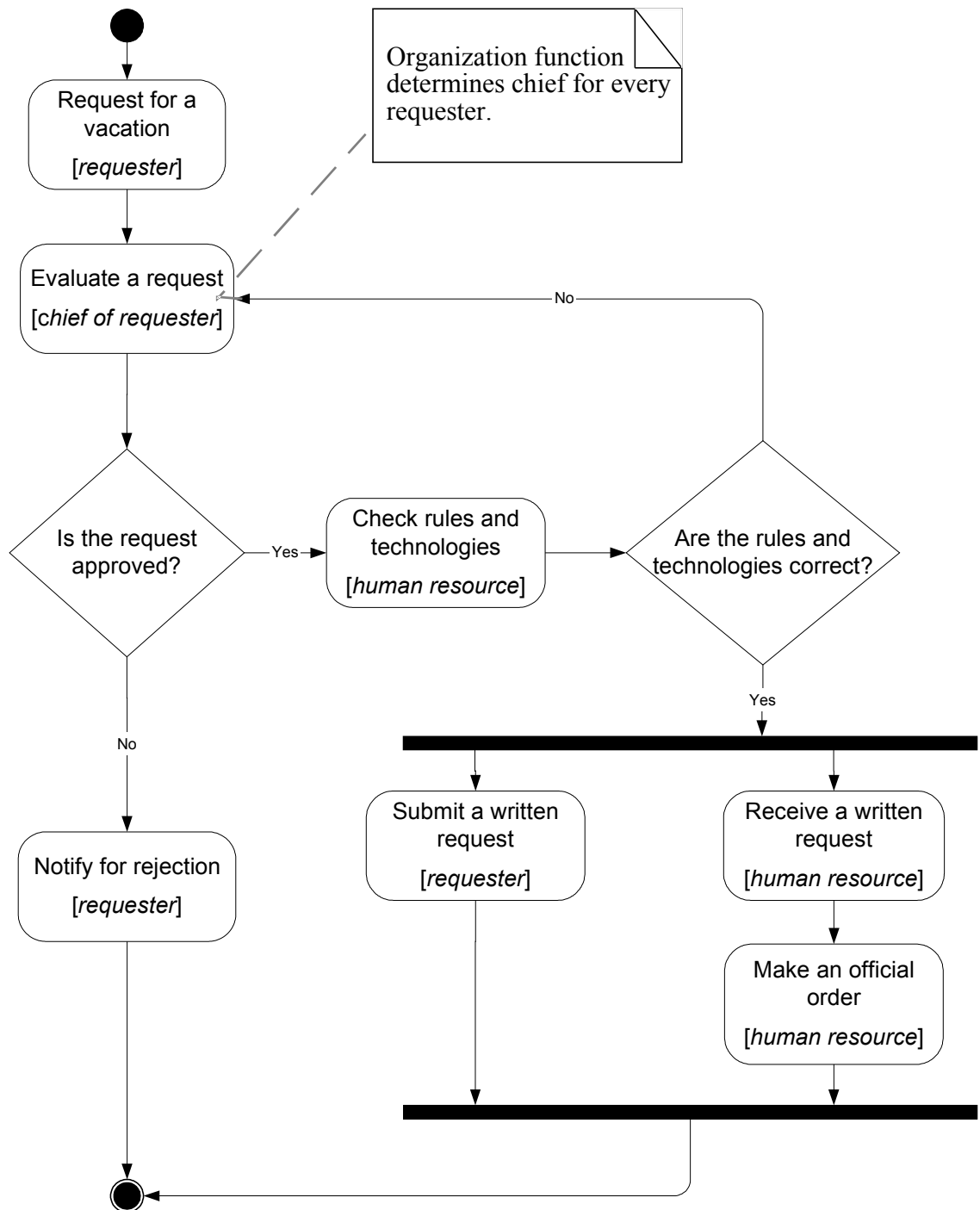
### Description:

An employee requests for vacation. The boss accepts or declines the request. If request was rejected, the employee receives notification and business process ends. If request was approved, the human resource inspectors receive task “check rules and technologies”. Human resource inspector checks business process data. If check result is negative, the business process returns to the “evaluate a request” state (the cycle example). Boss accepts or declines the request. If the check result is positive, the business process sends task for hardcopy request submission and official order issuing. Employee receives task “submit the written request for a vacation” to the human resource department”, the human resource inspector receives task “receive a written request from employee” concurrently. Upon completion this task the human resource inspector receives next task “make an official order”. After all these tasks are done, the business process ends.

*Note.* Organization function determines boss for every actor. Actors with login names starting with “g” have boss *julius*, the others – *nero*.

*The business process graph:*





*How to play the business process:*

1. Log in as member of *staff* group (e.g. *marcus*)
2. Click on the menu item "Process Definitions"
3. Click "Start" for "vacation "
4. Start form will appeared. In this form:
  - Enter the time interval for the vacation
  - Fill the fields «reason» and «comment»
  - Click "OK"
 The new instance of "vacation " business process will start and boss receives the "evaluate a request" task. The boss of *marcus* is *nero*
5. Click "Logout"
6. Login as *nero*
7. Click on "evaluate a request" task

8. Choose “accept”, fill the «boss comment» and click «OK»
9. Click “Logout”
10. Login as member of the “human resource” group. (*cleopatra*)
11. Click “check rules and technologies” task
12. Choose “correct”, fill the “human resource inspector comment” and click “OK”
13. Click on “Receive a written request” task
14. Click “OK”
15. Login as *marcus*. Click on “Submit a written request” task and then click “OK”
16. Login as *cleopatra*. Click on “Make an official order” task.
17. The form will appeared. In this form:
  - Fill the “Official order number” field
  - Fill the “Official order date” field
  - Click “OK”

The business process ends

## **Business trip**

*Note.* This process is quite complex. This documentation contains only short description and the business process graph.

### *The short description:*

A manager sends an employee to a business trip. The employee receives notification. If the business trip is local, the business process ends. If business trip type is “to another region”, a human resource inspector receives task “make an official order”. The employee receives task “sign an order” and human resource inspector receives a task “receive a signature on the order” concurrently. Employee receives task “receive a business trip warrant” and inspector receives a task “give a business trip warrant”. Bookkeeper issues and employee receives the business trip money. After employee returns from the business trip, employee submits and bookkeeper receives the business trip financial report. The business process ends.

### *The business process graph:*

