



BPMN Tutorial with Example - The Leave Application Process

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Components of BPMN

In addition to flow elements like events, gateways, and activities, a complete BPMN diagram also includes other essential components, such as swimlanes, pools, and lanes. Swimlanes are used to organize activities within a process diagram and are made up of two other elements: pools and lanes. A pool represents a major participant in a process, while a lane is a sub-partition within a pool.

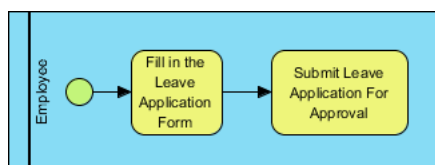


In this example, the BPMN includes a pool that represents the participant, ABC Company. Within this pool, there are multiple lanes, each representing a different role within the company. In total, there are three participants in this process: the employee, the manager, and the HR department.

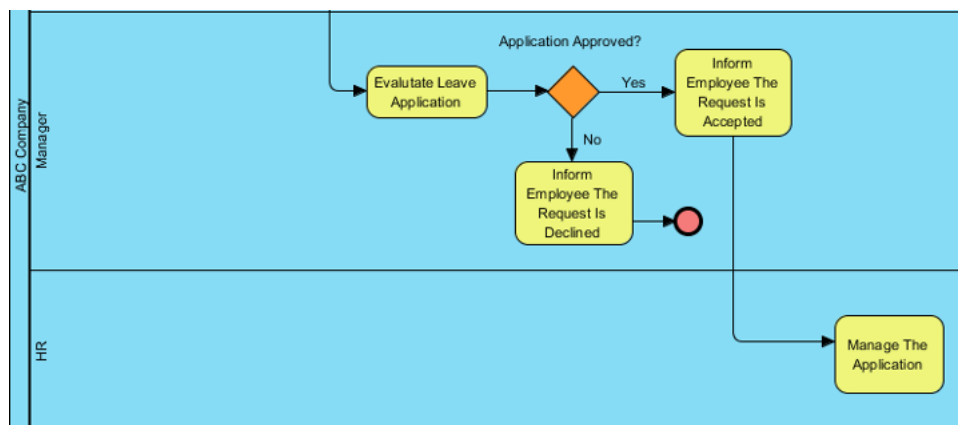


The Leave Application Process Example

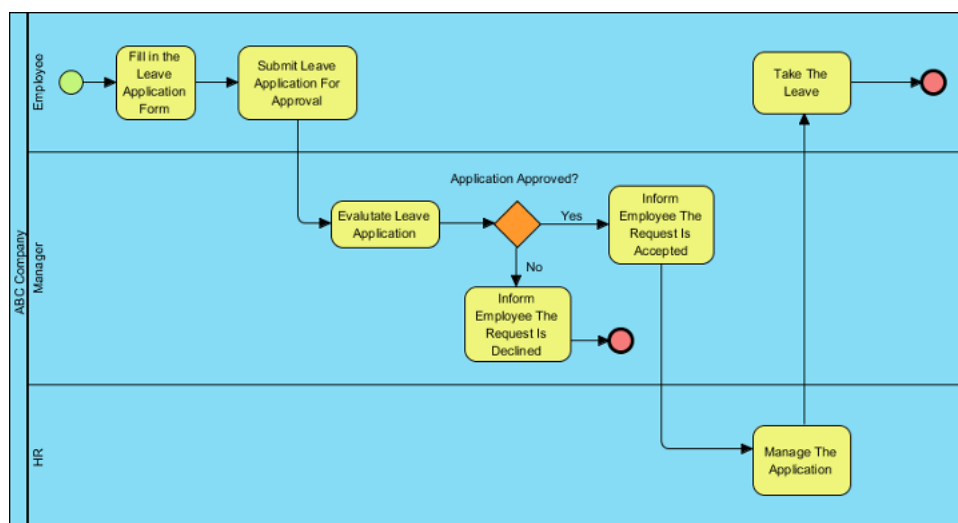
To begin the process, an employee needs to request leave. A start event symbol is placed in the Employee lane to indicate the beginning of the process. A solid arrow connects the start event to a task symbol, indicating the process flow and showing that the employee must fill out a leave application form. The completed form is then submitted to the manager for approval.



Once the application is submitted, the manager takes over the process. The *Submit Leave Application For Approval* task is linked to another task, *Evaluate Leave Application*, in the *Manager* lane. The manager evaluates the application to decide whether to approve or decline the request. Since there are two possible outcomes, a gateway symbol is used to split the process into two paths. If the application is declined, the manager informs the employee, and the process ends. The *Inform Employee The Request Is Declined* task is linked to an end event symbol. However, if the application is approved, the manager informs the employee, and the process continues in the *HR* lane, where the application is managed.



Finally, the last step is for the employee to take their leave. An end event symbol is connected to the final task, *Take the Leave*, to indicate that the entire process is complete.



Resources

1. [Design Patterns.vpp](#)
2. [The-Leave-Application-Process.vpp](#)

Related Links

- [Introduction to BPMN Part I](#)

- [Introduction to BPMN Part II - Swimlanes](#)
- [Introduction to BPMN Part III - Flow and Connecting Objects](#)
- [Introduction to BPMN Part IV - Data and Artifacts](#)



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