








## Dynamic process model seven\_steps®

| step  | content   | keywords | plan | actual |
|---|---|----------|------|--------|
|    | <p><b>Analysis of the current state</b></p> <p>Develop the target setting and the process definition including the functional workflow.</p>   |          |      |        |
|    | <p><b>Align the vision &amp; strategy</b></p> <p>Check the analysis (step 1) with the current vision and strategy. Find the balance between them and set up the vision for the new process target.</p>  |          |      |        |
|    | <p><b>Main operation – content</b></p> <p>Educe the principles for the structure and define the process model. Coordinate the internal and external interfaces. Check the process of the vendors and the standard of your industrial sector.</p>                  |          |      |        |
|  | <p><b>Involve your staff &amp; define the process</b></p> <p>Involve your staff actively and optimize your process – work out the process documentation (workshops, group meetings). Get the approval of the management team.</p>                                 |          |      |        |
|  | <p><b>Main target setting for the process – content</b></p> <p>Complementing/developing systematic controlling as the basis of corporate management. Creation of clear and consistent targets. Determining the key figures for the processes and the company.</p> |          |      |        |
|  | <p><b>Apply the process and use it</b></p> <p>Prepared and decided content introduce, implement, adjust, remove.<br/>         Data discovery and data analysis for operational improvements.</p>  |          |      |        |
|  | <p><b>Assessment</b></p> <p>As a quality check the approval intern or by a 3<sup>rd</sup> party. The external perspective will challenge the organization and foster an additional gain.</p>  |          |      |        |