## BSBI613 – Document and Workflow Management Prof. Ahmed A. Al-Shaalan Student No. \_\_\_\_\_Name: \_\_\_\_\_Section: \_\_\_\_

Essay: Read and answer questions that follow: give examples and reference with your answers. (10 marks)

- 1. Business Process Management (BPM).
  - a. What is business process management (BPM)? (5 marks)
  - b. Discuss how to engage in BMP. (5 marks)

## **Rubrics:**

- 5 The answer is complete and all information provided is accurate (exemplary)
- 4 The answer is missing slight details and demonstrates understanding of the content. (competent)
- 3 The answer does not address a portion of the question and major details are missing (satisfactory)
- 2 The answer to the question is lacking any detail and demonstrates a lack of understanding of the content.
- 1 Question is not answered and a small amount of information provided. (Unable to begin effectively
- 0 Answer was left blank (No attempt)