



# CDC UNIFIED PROCESS CHECKLIST



## MODELING

### Purpose

The purpose of this document is to provide a quick checklist for use by the project manager to ensure that all appropriate activities related to **Modeling** have been addressed.

### Activities Checklist

This section provides a checklist of activities to ensure proper preparation, use, and post completion review and continued use of this template.

Checklist	
	Do the system models align with the Federal Enterprise Architecture (FEA) Business Process Model (BPM)
	Have guidelines for the modeling process been defined and documented? <ul style="list-style-type: none"> <li>• Recording of assumptions, constraints, issues, etc</li> <li>• Modeling approach</li> <li>• Documentation requirements and notations</li> <li>• Etc</li> </ul>
	Have functional and non-functional requirements been identified?
	Have the relationships between model elements been identified and documented?
	Have analysis been completed to determine what impact change may have on the system or organization (server loads, staffing, security, etc)?
	Have stakeholders actively participated, and provided input?
	Has their been stakeholder agreement on the new/improved business process
	Have the following models been completed? <ul style="list-style-type: none"> <li>• Business process models</li> <li>• Conceptual design models</li> <li>• Logical design models</li> <li>• Physical design models</li> </ul>
	Do the models contain enough detail to support development and implementation of the system
	Have models been validated against requirements and stakeholder expectations?