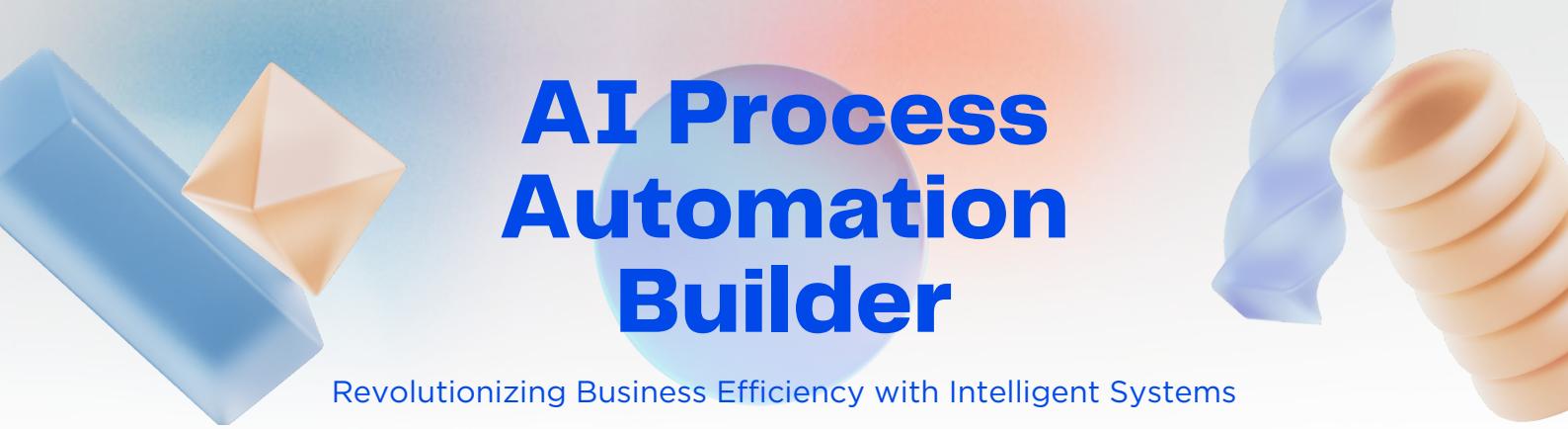




Field	Details
Process Name	
Owner	
Department	
Date	
Version	

Process Overview

Goal:
[What is the primary objective of the process?]

Trigger:
[What initiates the process?]

Outcome:
[What is the expected result of the process?]

Frequency:
[How often does this process occur?]

Process Steps

Step #	Description	Inputs	Outputs
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Automation Opportunity Analysis

Step #	Type of Automation	Impact	Notes
1			
2			
3			
4			
5			
6			

Action Plan

Priority	Action Item	Owner	Due Date	Status

Footer

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