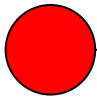


# Business Process Work Sheet©



**How to use the Business Process Work Sheet**

- Review each of the 6 core processes
- Assign the person who currently fulfills these processes
- Identify what software is utilized for each process
- Indicate whether a Form is in place that collects or presents the information

**Color Legend**

- Core Process
- Sales responsibilities
- Administration responsibilities
- Operations responsibilities

The Business Process Work Sheet summarizes 150 processes into 6 core areas. For further Process Development, Form Templates, software recommendations as well as Training, Implementation and Data-base services contact Abacus Prime.

