

HOPEX Digital Transformation Desktop User Guide

HOPEX V5



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INTRODUCTION



The purpose of **HOPEX Digital Transformation Desktop** is to offer a unique entry point into the Enterprise Architecture solutions proposed by **HOPEX** suite.

For more information on the use of solutions proposed in **HOPEX Digital Transformation Desktop**, see [Using solutions with HOPEX Digital Transformation Desktop](#).

For more details on the interface and functions of **HOPEX Digital Transformation Desktop** in general, see:

- ✓ [Presentation of HOPEX Digital Transformation Desktop](#).
- ✓ [HOPEX Digital Transformation Desktop Profiles](#).
- ✓ [HOPEX Digital Transformation Desktop Desktop presentation](#).

To start with **HOPEX Digital Transformation Desktop**, see:

- ✓ [Presentation of HOPEX Digital Transformation Desktop](#).
- ✓ [Connecting to HOPEX Digital Transformation Desktop](#) ;
- ✓ [HOPEX Digital Transformation Desktop Desktop presentation](#).
- ✓ [Useful facilities of HOPEX Digital Transformation Desktop](#).
- ✓ [About This Guide](#).

PRESENTATION OF HOPEX DIGITAL TRANSFORMATION DESKTOP

HOPEX Digital Transformation Desktop enables the jointly use of several solutions provides by **HOPEX** suite.

HOPEX Business Process Analysis

The **HOPEX Business Process Analysis** solution provides **HOPEX Digital Transformation Desktop** with:

- The detailed description of operations operated during the execution of organizational processes, with the participation of each org-units of the enterprise concerned by these processes.
*➡ The description of processes with **HOPEX Business Process Analysis** is based on the Business Process and Notation (BPMN) maintained by the Object Management Group (OMG).*
- The enterprise value streams and business capabilities description as well as their implementation possibilities.
- The description of the enterprise organizational chart.
- The identification the risks linked to the enterprise processes.

In addition, **HOPEX Customer Journey** product provides **HOPEX Digital Transformation Desktop** with the possibility to describe the acquisition process of a product or a service by a specific customer as a mapping of the customer journey.

HOPEX IT Architecture

The **HOPEX IT Architecture** solution provides **HOPEX Digital Transformation Desktop** with the possibilities to model the information system architecture according to a number of analysis perspectives:

- Description of application architecture offers a detailed view of information exchanges between applications, services, databases and organizational units.
- Description of information system technical infrastructure enables monitoring of applications deployment on the different enterprise sites.
- Description of complex systems involving different types of IT and non IT resources.

HOPEX IT Business Management

HOPEX IT Business Management offers a formalism of reflection on the company's value streams and business capabilities. This solution makes it possible to define a business transformation strategy divided into phases with clearly identified objectives and means. At each of these phases, standard reports are proposed to simplify analysis of the subject and assist in decision-making.

This solution, including **HOPEX IT Portfolio Management** product, provides with the possibilities to support the description, analysis and transformation projects of the IT system.

Combined with other **HOPEX** solutions, **HOPEX IT Business Management** is used to define organizational, application or infrastructure building blocks.

HOPEX IT Portfolio Management

The **HOPEX IT Portfolio Management** Product provides **HOPEX Digital Transformation Desktop** with:

- Aligning the application assets with business requirements;
- Reducing IS operating costs by removing applications no longer used;
- Managing technologies relating to applications;
- Identifying the business services covered by applications or application versions;
- Deciding on investments for maximum profits.

In addition:

- The **HOPEX CAST Highlight** option provides **HOPEX Digital Transformation Desktop** with the possibility to analyze the quality of the application code and issue alerts on any risks that might affect the portfolio;
- The **HOPEX IT PM BDNA Import** option provides **HOPEX Digital Transformation Desktop** with the import of up-to-date IT reference catalog of software and hardware information.

HOPEX Information Architecture

The **HOPEX Information Architecture** solution provides **HOPEX Digital Transformation Desktop** with the three levels of data modeling for an organization:

- Business (conceptual) level who integration with **HOPEX Information Architecture** is used to define the business function architecture concepts;
- Logical level for clients seeking to develop general business-oriented models with **HOPEX Logical Data**;
- Physical level for defining models intended to persist in a DBMS. It comprises detailed specifications for production of the physical diagram of the repository carried out with **HOPEX Database Builder**.

HOPEX Project Portfolio Management

The **HOPEX Project Portfolio Management** product provides **HOPEX Digital Transformation Desktop** with facilities for project portfolio management (PPM). Project Portfolio Management (PPM) is an approach used by an organization to analyze the potential return of a set of projects.

In addition, **HOPEX Project Portfolio Management** provides a process for idea management with a view to improving the enterprise capabilities, or more generally any suggestion that impacts the transformation of the resource organization of the enterprise.

HOPEX Risk Mapper

The **HOPEX Risk Mapper** product offers to **HOPEX Digital Transformation Desktop** a total visibility of operational risks, control points and value chains.

☛ *All **HOPEX** solutions concerning GRC (Governance, Risk and Compliance) will be available in the next version of **HOPEX Digital Transformation Desktop**.*

HOPEX for the ArchiMate® Framework

HOPEX for the ArchiMate® Framework Solution is the implementation of the Open Group's ArchiMate® 3.1 Enterprise Architecture standard. See <http://www.opengroup.org/archimate/>.

☛ *ArchiMate® is a registered trademark of Open Group.*

CONNECTING TO HOPEX DIGITAL TRANSFORMATION DESKTOP

The menus and commands available in **HOPEX Digital Transformation Desktop** depend on the profile with which you are connected.

Connecting to HOPEX Digital Transformation Desktop

To connect to **HOPEX Digital Transformation Desktop**, see HOPEX Web Front-End Desktop” chapter in **HOPEX Common Features** guide.

HOPEX Digital Transformation Desktop Profiles

In **HOPEX Digital Transformation Desktop**, there are two default profiles with which rights and accesses are associated. These profiles are an aggregation of the profiles proposed by the **HOPEX** solutions to which you have access.

These profiles are:

- **Digital Transformation Architect;**
- **Digital Transformation Functional Administrator.**

☛ To switch to another profile without logging out from [Switching between Profiles](#):

Digital Transformation Architect

The digital transformation architect is the business user profile of the **HOPEX Digital Transformation Desktop** solution.

He is responsible for creation and structuring data relating to Enterprise Architecture.

If your license allows, and so that the users connected to this profile can integrate their work, the digital transformation architect can also access the objects and main functionalities of the **HOPEX IT Business Management**, **HOPEX Business Process Analysis**, **HOPEX IT Architecture**, **HOPEX Information Architecture**, **HOPEX IT Portfolio Management** and **HOPEX Risk Mapper** products via the **HOPEX Digital Transformation Desktop** desktop.

☛ For more details on the profile desktop, see [Digital transformation functional administrator desktop](#).

Digital Transformation Functional Administrator

The **digital transformation functional administrator** has extended rights on all managed objects. This profile is also in charge of the work organization of digital transformation architects.

- He/she manages the creation of users and their assignment to profiles;
- The functional administrator creates enterprises and identifies the **HOPEX** repository objects that are part of the scope;
- He/she defines **working environments** that constitute the entry points of the **HOPEX Digital Transformation Desktop** desktop;
- This profile specifies the participants in the enterprise as well as the role of each.

➡ For more details on this administration profile desktop, see [Digital transformation functional administrator desktop](#).

HOPEX DIGITAL TRANSFORMATION DESKTOP PRESENTATION

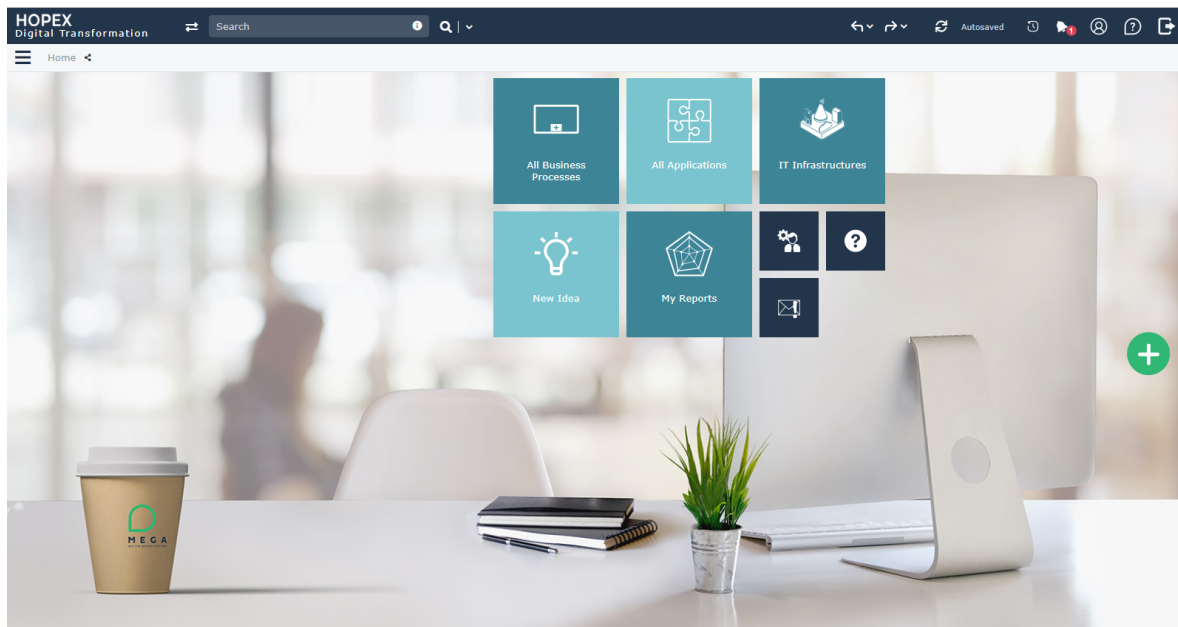
☛ **HOPEX Digital Transformation Desktop** is mainly intended for web users. Desktops described in this guide are accessible only to Web desktop users.

The menus and commands available in **HOPEX Digital Transformation Desktop** depend on the product licenses that you have and on the profile with which you are connected.












☛ To switch to another desktop without logging out from [Switching between Profiles](#):

Home Page

All **HOPEX Digital Transformation Desktop** users have access to the **Home** pane that provide access to the tiles used in Enterprise Architecture.

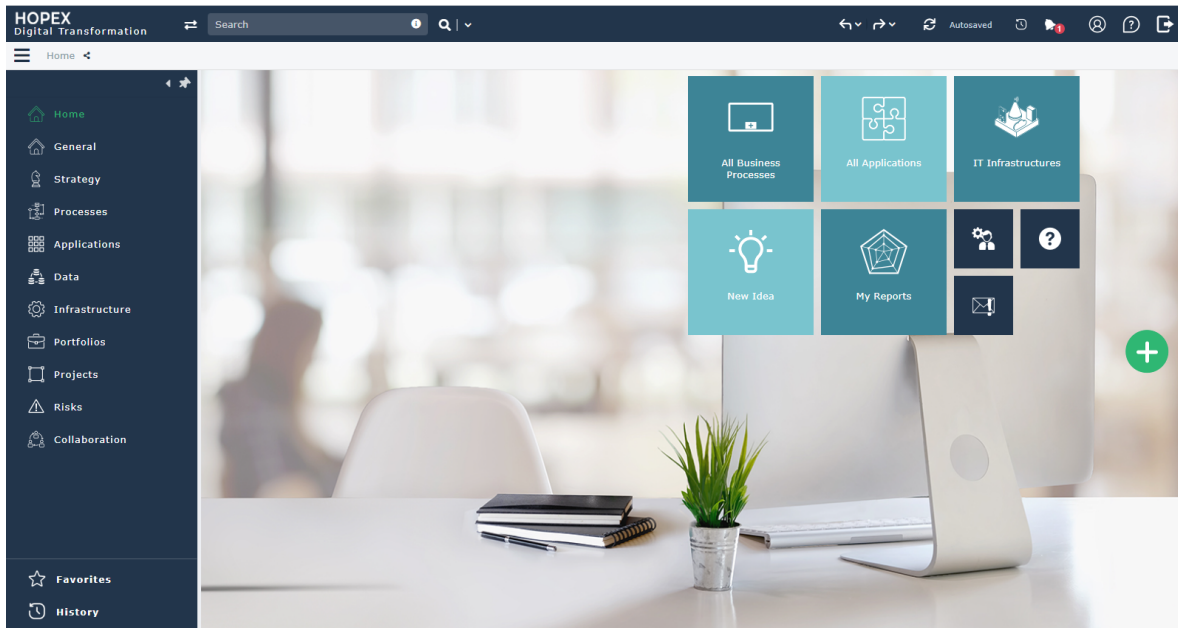


The default tiles of the **Home** navigation pane of **HOPEX Digital Transformation Desktop** are:

- **All Business processes**: provides access to the list of all processes of your enterprise.
 See [Using HOPEX Business Process Analysis](#).
- **All applications** : provides access to the list of applications of your enterprise.
 See [Using HOPEX IT Architecture](#).
- **IT infrastructures**: provides access to the list of all IT infrastructures of your enterprise.
 See [Using HOPEX IT Architecture](#).
- **New Idea** to access idea management.
 See the chapter "managing Ideation" in **HOPEX Common Features** guide.
- **My Reports**: accesses all reports, improving understanding of terms and their use.
 For more details on the use of these reports, see "Generating Reports" chapter in **HOPEX Common Features** guide.
- **Help**  to access the **HOPEX** documentation.
- **Alert Management**  to access the management of your alerts.
 See "Managing your Alerts on an Object Modification" chapter in the **HOPEX Common Features** guide.
- **Option**  to access to **HOPEX** options.
- A add tile button .
 See "Adding a tile to your home page" chapter in the **HOPEX Common Features** guide.

Digital transformation architect desktop

The users connected to this profile have access to the panes associated to the solutions proposed in **HOPEX Digital Transformation Desktop**.



The General pane

The **General** pane provides access to the following menus:

- **Hierarchy**, provide access to a hierarchical tree that aggregates all the trees of each solution.
For more details on these hierarchical trees, see [Using solutions with HOPEX Digital Transformation Desktop](#).
- **Tools**, provides access to the group of tools available for each solution.
For more details on these tools, see [Using solutions with HOPEX Digital Transformation Desktop](#).
- **Reports**, enabling access to the group of reports available for each solution.
*For more details on the use of these reports, see "Generating Reports" chapter in **HOPEX Common Features** guide.*
- **Collaboration Overview**, which enables access to all collaborative tools provided by **HOPEX**.
*For more details on the use of collaborative tools, see "Accessing collaboration in **HOPEX**" chapter in the **HOPEX Common Features** guide .*
- **Ideas** tile, which enables access to all the functionalities dedicated to the management of evolution projects ideas. For more details on managing Ideation, see [Managing Ideas with HOPEX Digital Transformation Desktop](#).

ArchiMate navigation pane

The **ArchiMate** navigation pane provides access to the facilities of the **HOPEX for the ArchiMate® Framework** solution.

☛ This navigation pane is available if the modules of this solution have been imported. See [Using HOPEX for the ArchiMate® Framework](#).

The Strategy pane

The **Strategy** navigation pane provides access to the facilities of the **HOPEX IT Business Management** solution.

☛ See [Using HOPEX IT Business Management](#).

The Processes pane

The **Processes** navigation pane provides access to the facilities of the **HOPEX Business Process Analysis** solution.

☛ See [Using HOPEX Business Process Analysis](#).

The Applications pane

The **Applications** navigation pane provides access to the facilities of the **HOPEX IT Architecture** solution.

☛ See [Using HOPEX IT Architecture](#).

The Data pane

The **Data** navigation pane provides access to the facilities of the **HOPEX Information Architecture** solution.

☛ See [Using HOPEX Information Architecture](#).

The Infrastructure pane

The **Infrastructure** pane provides access to the facilities of the **HOPEX IT Architecture** solution.

☛ See [Accessing the infrastructure elements with HOPEX Digital Transformation Desktop](#).

The Portfolios pane

The **Portfolios** navigation pane provides access to the facilities of the **HOPEX IT Portfolio Management** solution.

☛ See [Using HOPEX IT Portfolio Management](#).

The Projects pane

The **Projects** navigation pane provides access to the facilities of the **HOPEX Project Portfolio Management** solution.

☛ See [Using HOPEX Project Portfolio Management](#).

The Risks pane

The **Risks** navigation pane provides access to the facilities of the **HOPEX Risk Mapper** solution.

➡ See [Using HOPEX Risk Mapper](#).

Favorites and History

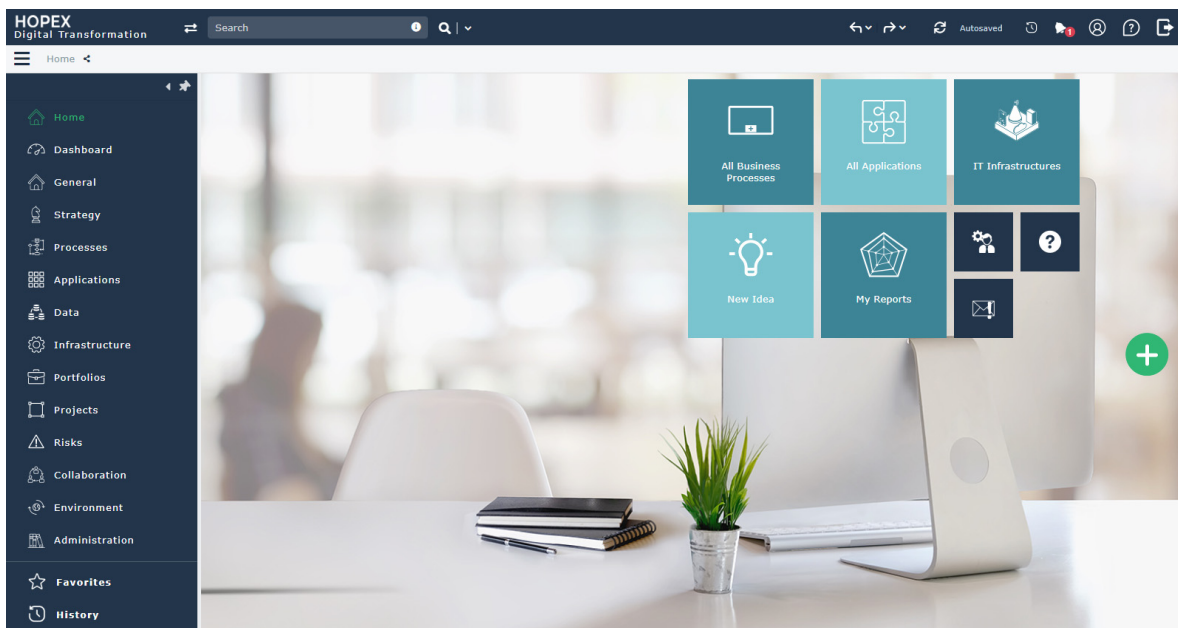
Following facilities are proposed at the bottom of the navigation menu:

- **History**, which contains all the objects you access or modify.
➡ For more details on the use of history, see "Using the History" chapter in **HOPEX Common Features** guide.
- **Favorites**, to access to important objects and to usual actions.
➡ For more details on the use of favorites, see "Managing Favorites" chapter in the **HOPEX Common Features** guide.

Digital transformation functional administrator desktop

In addition to navigation panes provided for the **digital transformation architect**, the **digital transformation functional administrator** has access to:

- **Collaboration**,
- **Environment**,
- **Administration**.



The Collaboration pane

Collaboration navigation panes, which enables access to all collaborative tools provided by **HOPEX**.

➤ For more details on the use of collaborative tools, see "Accessing collaboration in **HOPEX**" chapter in the **HOPEX Common Features** guide .

➤ **Ideas** tile, which enables access to all the functionalities dedicated to the management of evolution projects ideas. For more details on managing Ideation, see [Managing Ideas with HOPEX Digital Transformation Desktop](#).

The Environment pane

The **Environment** pane provides access to the working context management features. See [Defining a Work Context](#).

The following menus are available:

- **Hierarchy**, provides access to a hierarchical tree that aggregates enterprises and libraries in order to define the working context.

➤ For more details on managing your work context, see the "Enterprises and Libraries" chapter in the **HOPEX Common Features** guide.

- **Inventory**, enabling access to the list of main objects used in the work context.

➤ For more details on the each solution inventory, see [Using solutions with HOPEX Digital Transformation Desktop](#).

- **Reports**, enabling access to the group of reports available for each containers.

➤ For more details on the use of containers, see "About Containers" chapter in the **HOPEX Common Features** guide.

The Administration pane

The **Administration** pane provides access to the users and profiles management features.

➤ For more details on the management users, see "Managing users" chapter in guide **HOPEX Common Features**.

Presenting the second levels of the navigation tree

Whatever the solution selected at the first level of the navigation tree, the **HOPEX Digital Transformation Desktop** users have access the menu identically presented.





Business Process Analysis

 Hierarchy

 Inventory

 Tools

 Reports

- **Hierarchy**, enabling access to the solution hierarchical tree.
 For more details on these hierarchical trees, see [Using solutions with HOPEX Digital Transformation Desktop](#).
- **Inventory**, enabling access to the list of main objects used in the solutions.
 For more details on the each solution inventory, see [Using solutions with HOPEX Digital Transformation Desktop](#).
- **Tools**, enabling access to the tools provided in the solutions.
 For more details on these tools, see [Using solutions with HOPEX Digital Transformation Desktop](#).
- **Reports**, enabling access to the group of reports available for each solution.
 For more details on the use of these reports, see "Generating Reports" chapter in **HOPEX Common Features** guide.

USEFUL FACILITIES OF HOPEX DIGITAL TRANSFORMATION

DESKTOP

➡ For more details on using the Web platform for **HOPEX** solutions, see the **HOPEX Common Features** guide.

Switching between Profiles

Using the **HOPEX Digital Transformation Desktop** desktop, you can access to any solution desktop, without logging out, just by switching to another profile.

For example, you can switch to a specific profile:

1. Select **Main Menu > Switch Profile**.
2. Select the profile with which you want to connect.
3. (If you made modifications in your private workspace) Click:
 - **Yes**, to save your modifications in the repository.
 - **No**, if you do not want to save in the repository the modifications you made since your last dispatch. Modifications to your desktop are also lost.


The desktop associated with the selected profile is displayed.

➡ Click **Cancel** to stay in your private workspace.


Defining a Work Context

A *library* and an *enterprise* are used to represent a unique work context.

In the context of the **HOPEX Digital Transformation Desktop** solution, a *library* can hold all the elements of your project: processes and org-units, for example.

 *Libraries are collections of objects used to split repository content into several independent parts. They allow creation of virtual partitions of the repository. In particular, two objects owned by different libraries can have the same name.*

An *Enterprise* is used to represent a work context.

 *An Enterprise is a purposeful undertaking, conducted by one or more organizations, aiming at delivering goods and services, in accordance with the enterprise mission in its changing environment. During its development over time, an enterprise has to adapt to its environment and sets up transformation goals and objectives along with course of action to achieve these objectives. The design and realization of the resulting transformation stages may transcend organizational boundaries and consequently require an integrated team working under the direction of a governing body to involve stakeholders in transformation initiatives. This requires the implementation of an integrated team, under the responsibility of a governing body, to involve the stakeholders in the transformation.*

Accessing the list of libraries

To access the list of libraries from the **Environment** navigation pane:

- 1 Select **Enterprises > Container Tree View**.
The library tree appears.

 The **Environment** navigation pane can be accessed with the **Digital Transformation Functional Administrator** profile.

Accessing the list of enterprises

To access the list of enterprises from the **Environment** navigation pane:

- 1 Select **Inventory > Enterprises**.
The list of enterprises is displayed.

 The **Environment** navigation pane can be accessed with the **Digital Transformation Functional Administrator** profile.


 For more details on the environments, see the "Managing an enterprises" chapter from the **HOPEX Common Features** guide.

ABOUT THIS GUIDE

This guide explains how to make best use of **HOPEX Digital Transformation Desktop** to ensure efficient management of your Enterprise Architecture.


Additional Resources

This guide is supplemented by:


- the **HOPEX Common Features** guide describes the Web interface and tools specific to **HOPEX** solutions.
 *It can be useful to consult this guide for a general presentation of the interface.*
- The **HOPEX IT Business Management** guide, which describes the functionalities proposed to enterprise transformation;
- The **HOPEX Business Process Analysis** guide, which describes the functionalities proposed to take enterprise processes and risks;
- The **HOPEX IT Architecture** guide, which describes the functionalities proposed IT systems;
- The **HOPEX Information Architecture** guide, which describes the functionalities offered for the enterprise data modeling;
- The **HOPEX IT Portfolio Management** guide, which describes functions proposed to manage all your applications;
- **HOPEX for the ArchiMate® Framework** guide, which describes functions proposed to implement the Open Group's ArchiMate® 3.1 Enterprise Architecture standard;
- the **HOPEX Administration** administration guide.

Conventions used in the guide

 *Remarque sur les points qui précèdent.*

 *Définition des termes employés.*

 *Astuce qui peut faciliter la vie de l'utilisateur.*

 *Compatibilité avec les versions précédentes.*

 **Ce qu'il faut éviter de faire.**



Remarque très importante à prendre en compte pour ne pas commettre d'erreurs durant une manipulation.

Les commandes sont présentées ainsi : **Fichier > Ouvrir.**

Les noms de produits et de modules techniques sont présentés ainsi : **HOPEX**.



USING SOLUTIONS WITH HOPEX DIGITAL TRANSFORMATION DESKTOP



After having described the current state and analyzing the suitability between the business capabilities of the enterprise and its business functions, this step consists in drawing up the list of drivers identified by the stakeholders and assessing them to establish the list of enterprise goals.

The following points are covered here :

- ✓ [Using HOPEX IT Business Management;](#)
- ✓ [Using HOPEX Business Process Analysis;](#)
- ✓ [Using HOPEX IT Architecture;](#)
- ✓ [Using HOPEX Information Architecture;](#)
- ✓ [Using HOPEX IT Portfolio Management;](#)
- ✓ [Using HOPEX Project Portfolio Management;](#)
- ✓ [Using HOPEX Risk Mapper;](#)
- ✓ [Managing Ideas with HOPEX Digital Transformation Desktop;](#)
- ✓ [Using HOPEX for the ArchiMate® Framework.](#)

USING HOPEX IT BUSINESS MANAGEMENT

The **HOPEX IT Business Management** solution provides **HOPEX Digital Transformation Desktop** with the possibilities to support the description, analysis and transformation projects of the IT system.

In addition, **HOPEX IT Portfolio Management** product provides **HOPEX IT Business Management** with possibility to support business transformation on the basis of the analysis of business capabilities and the enterprise model.

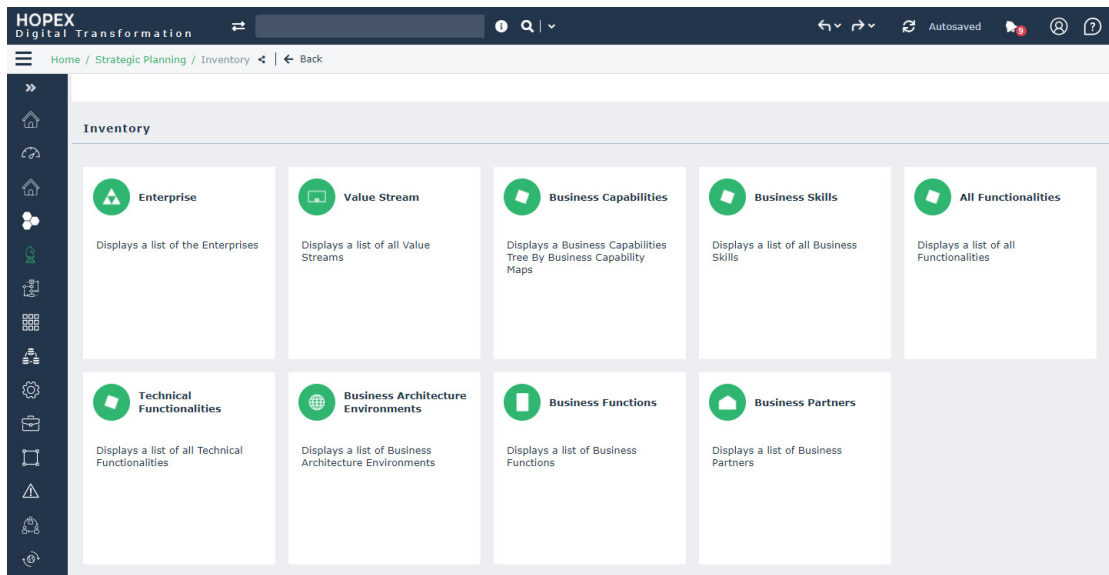
For more information on the method embedded in the, see [The HOPEX IT Business Management method](#) in the **HOPEX IT Business Management** guide.

This product is available if you have the **HOPEX IT Business Management** [BASP] key.

Describing Business Capabilities and the existing architecture with HOPEX Digital Transformation Desktop


To access elements describing business capabilities and architecture:


1. Click the navigation menu, then **Strategic Planning**.
2. In the navigation pane, click **Inventory**.





The list of main tiles for the transformation projects management appears.


- **Enterprise,**


 An Enterprise is a purposeful undertaking, conducted by one or more organizations, aiming at delivering goods and services, in accordance with the enterprise mission in its changing environment. During its development over time, an enterprise has to adapt to its environment and sets up transformation goals and objectives along with course of action to achieve these objectives. The design and realization of the resulting transformation stages may transcend organizational boundaries and consequently require an integrated team working under the direction of a governing body to involve stakeholders in transformation initiatives. This requires the implementation of an integrated team, under the responsibility of a governing body, to involve the stakeholders in the transformation.
- **Value streams,**


 A value stream is an end-to-end collection of Value Stages that creates an outcome for a customer, who may be the ultimate customer or an internal end-user of the value stream.


 See [Describing Value Streams](#) in **HOPEX IT Business Management** guide.
- **Business Capabilities**


 A business capability is a set of features that can be made available by a system (an enterprise or an automated system).


 See [Describing a Business Capability Map](#) in **HOPEX IT Business Management** guide.
- **Business skills,**


 A business skill is a capability acquired by a person or an organization through a specific training.


 See [Describing business functions](#) in the **HOPEX IT Business Management** guide.
- **Functionalities and technical functionalities,**


 A technical functionality is a capability expected from an equipment item (hardware or software) to ensure the operation of a technical element or an application.

 A technical functionality is a capability expected from an equipment item (hardware or software) to ensure the operation of a technical element or an application.

 See [Describing functional coverage](#) in the **HOPEX IT Business Management** guide.
- **Business architecture environment,**

 A business architecture environment represents the relationships of a business functional area with its partners.

 See [Describing a business architecture environment](#) in **HOPEX IT Business Management** guide.
- **business functions.**

 A business function is a conceptual unit of the division of responsibilities in an enterprise. It is used to structure the management of information processing, energy, and equipment produced or used.

Business functions define the skills and the functionalities necessary to the enterprise to fulfill its mission.

☛ See [Describing business functions](#) in **HOPEX IT Business Management** guide.

- **Business partners,**

📖 A business partner designates a third-party who is in relation with the enterprise within the framework of a given business architecture environment. Examples: private sector client, regulatory organization, supplier.

☛ See [Describing Business Partners](#) in **HOPEX IT Business Management** guide.

Accessing the transformation strategic elements with HOPEX Digital Transformation Desktop

☛ For more information on the strategic elements, see the **HOPEX IT Business Management** guide.

To access objects dedicated to strategic view of your enterprise projects:

- 1 In the **Strategic Planning** navigation pane, click **Hierarchy**.
The tree of transformation strategic elements is displayed.

Using this tree, and in compliance with the method, you can refer to **drivers** to deduce the enterprise **goals**.

📖 A business driver is an expectation expressed by a client, a partner or provider with respect to the enterprise.

📖 A goal tends to be longer term, and defined qualitatively rather than quantitatively. It should be narrow-focused enough that goals can be defined for it.

The description of the operational systems of the enterprise and the transformation driver analysis enable to schedule the changes foreseen to reach the enterprise goals and thus define the **means** of action (strategies and tactics) to be implemented with a view to achieving the defined **ends** and specify the **exhibited business capabilities** for each enterprise stage:

- **goals;**
- **means,**
- **Exhibited business capabilities.**

📖 A Business Capability that is exhibited by an Enterprise Stage with quantified measure (KPI) and potential geopolitical scope (Site) for a defined market segment (Business Partner).

Managing your IT system transformation projects with HOPEX Digital Transformation Desktop

HOPEX IT Business Management based on the tools of the **HOPEX Digital Transformation Desktop** platform as well as the method embedded in the solution to support the description, analysis and transformation projects of the IT system.

For more information on the method embedded in the product, see [The HOPEX IT Business Management method](#).

To access IT architecture elements with **HOPEX Digital Transformation Desktop**;

1. In the **Applications** navigation pane, click **Hierarchy**.
2. Expand the folder **Strategic Alignment**.
Two sub folders allow you to define the **Business capability maps** and the **Functionality maps**.

☛ See [Describing the Functionality Map](#) in the **HOPEX IT Business Management** guide.

☛ See [Describing a Business Capability Map](#) in the **HOPEX IT Business Management** guide.

☛ For more details on describing the architecture of your IT System, see [Using HOPEX IT Architecture](#).

USING HOPEX BUSINESS PROCESS ANALYSIS

The **HOPEX Business Process Analysis** solution provides **HOPEX Digital Transformation Desktop** with the facilities for:

- Organizers in improving and redesigning enterprise business processes;
- Quality engineers in the description of the business processes of their organization.

☛ This product is available if you have the **HOPEX Business Process Analysis [HBPA]** key.

For more details on **HOPEX Business Process Analysis**, see the chapter [Introduction to HOPEX Business Process Analysis](#).

In addition, **HOPEX Customer Journey** provides **HOPEX Digital Transformation Desktop** with the possibility to describe the acquisition process of a product or a service by a specific customer as a mapping of the customer journey.

☛ This option is available with **HOPEX Customer Journey [HC]** key.

Managing your organization with HOPEX Digital Transformation Desktop

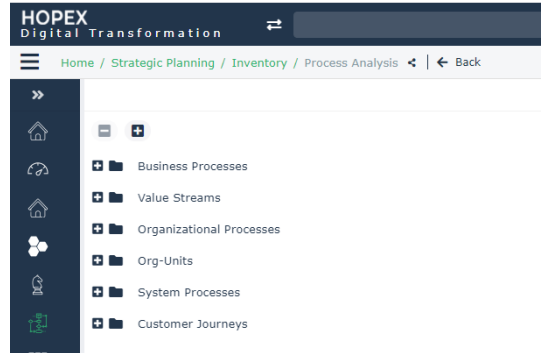
HOPEX Business Process Analysis provides facilities for:

- Description of the detailed organization of operations during execution of organizational processes, and the participation of each of the enterprise org-units in these;
- Description of product or service offerings proposed by enterprise;
- Description of enterprise value streams;
- Description of the enterprise organizational chart;
- Identification of the risks linked to the enterprise processes;
- Detailing of information system requirements involved in these application business processes. It is then possible to draw a map of the enterprise organization and information system (in conjunction with **HOPEX IT Architecture**).

Accessing the organization elements with HOPEX Digital Transformation Desktop

To access the list of main elements defining your organization:

- 1 In the **Processes** navigation pane, click **Hierarchy**.
The tree of main elements describing your organization is displayed.

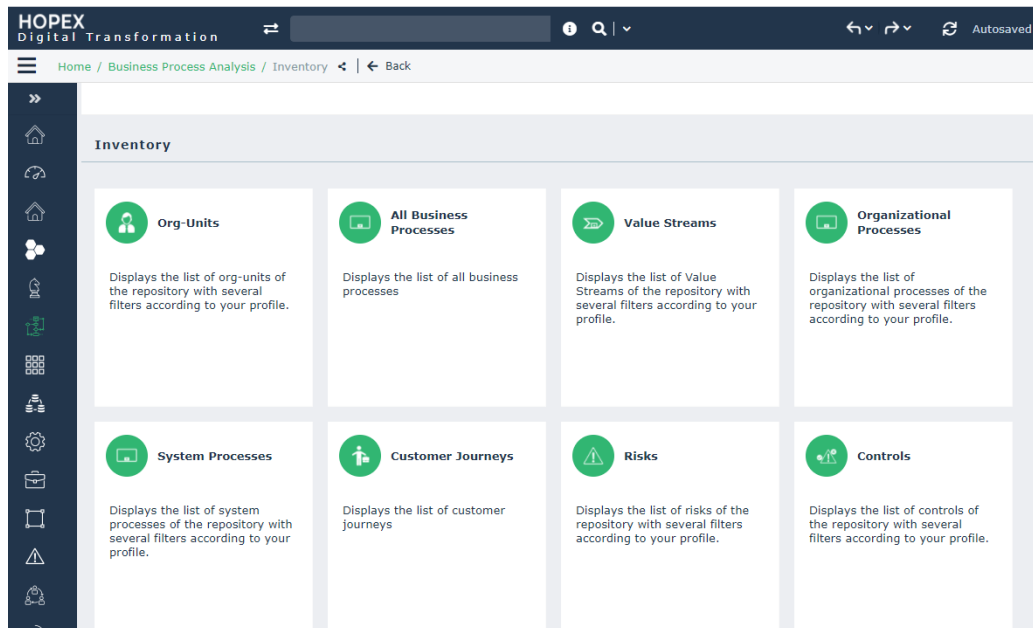


For more information on these elements, see the **HOPEX Business Process Analysis** guide.

Accessing the HOPEX Business Process Analysis elements

To access objects dedicated to your enterprise organization modeling:

- 1 In the **Processes** navigation pane, click **Inventory**.



A list of tiles is proposed to help you to manage your organization elements:

- **Org-Units;**



An org-unit represents a person or a group of persons that intervenes in the enterprise business processes or information system. An org-unit can be internal or external to the enterprise. An internal org-unit is an organizational element of enterprise structure such as a management, department, or job function. It is defined at a level depending on the degree of detail to be provided on the organization (see org-unit type). Example: financial management, sales management, marketing department, account manager. An external org-unit is an external entity that exchanges flows with the enterprise. Example: customer, supplier, government office.



See [Organizational Charts and Responsibilities](#) in the **HOPEX Business Process Analysis** guide.

- **Business processes;**



A business process represents a system that offers products or services to an internal or external client of the company or organization. At the higher levels, a business process represents a structure and a categorization of the business. It can be broken down into other processes. The link with organizational processes will describe the real implementation of the business process in the organization. A business process can also be detailed by a functional view.



See [Business processes](#) in the **HOPEX Business Process Analysis** guide.



HOPEX Business Process Analysis.

- **Value streams;**



A value stream is an end-to-end collection of Value Stages that creates an outcome for a customer, who may be the ultimate customer or an internal end-user of the value stream..



See [Value streams](#) in the **HOPEX Business Process Analysis** guide.

- **Organizational processes;**



An organizational process is a set of operations performed by org-units within a company or organization, to produce a result. It is depicted as a sequence of operations, controlled by events and conditions..



See [Organizational Processes](#) in the **HOPEX Business Process Analysis** guide.

- **System process;**



A system process is the executable representation of a process. the events of the workflow, the tasks to be carried out during the processing, the algorithmic elements used to specify the way in which

the tasks follow each other, the information flows exchanged with the participants..

☛ See [System Processes](#) in the **HOPEX Business Process Analysis** guide.

- **customer journey**;

📖 A customer journey is used to describe and organize all interactions between the enterprise and a persona for a given result.

☛ See [Building customer journeys with HOPEX Digital Transformation Desktop](#).

- **Risks** and **controls**;

📖 A risk is a hazard of greater or lesser probability to which an organization is exposed.

📖 A control is a set of rules and means enabling the assurance that a legal, regulatory, internal or strategic requirement is respected.

☛ See [Using HOPEX Risk Mapper](#).

HOPEX Digital Transformation Desktop tools to manage Business processes

HOPEX Business Process Analysis is used to specify, implement and follow up *action plans*, *Requests For Change* and *questionnaires*.

📖 An action plan comprises a series of actions, its objective being to reduce risks and events that have a negative impact on company activities.

☛ See [Using Requests For Change](#) in the **HOPEX Business Process Analysis** guide.

📖 A change request allow users to request a modification on one or more repository objects. Depending on workflow configuration, users receive an e-mail or a notification to inform them of the request for change.

☛ See [Action Plans with HOPEX Business Process Analysis](#) in the **HOPEX Business Process Analysis** guide.

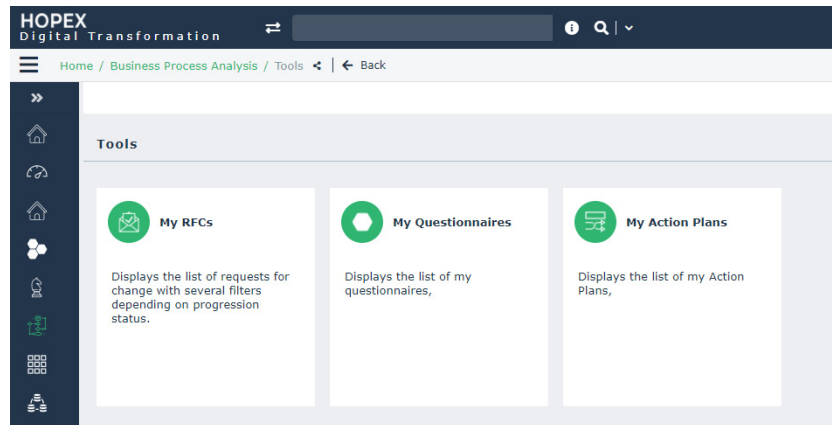
📖 An assessment questionnaire is a list of questions relating to a particular object and addressed to persons questioned.

📖 An assessment is a mechanism used to receive feedback (qualitative or quantitative) from an identified population on identified objects. The assessment is then supplemented by results analysis tools.

☛ See [Assessments With HOPEX Business Process Analysis](#) in the **HOPEX Business Process Analysis** guide.

To access objects dedicated to your enterprise organization modeling:


- 1 In the **Processes** navigation pane, click **Tools**.




A list of tiles is proposed to help you to use the tools dedicated to the management of your organization models.

Building customer journeys with HOPEX Digital Transformation Desktop

The **HOPEX Customer Journey** module is used to represent the acquisition process of a product or a service by a specific customer. Mapping a customer journey provides an overview of customer expectations, painpoints encountered, and the resources used at each step of the journey. Last but not least, touchpoints, which are the points of interaction between the customer and the company, are used to measure and improve overall customer satisfaction.

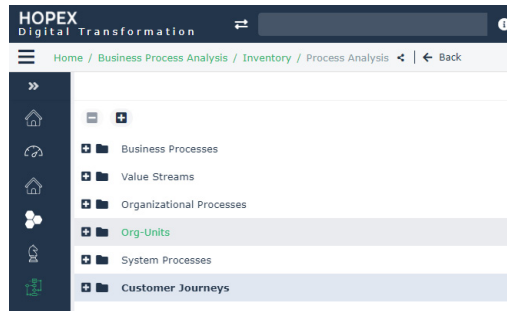
 A customer journey is used to describe and organize all interactions between the enterprise and a persona for a given result.

 A persona corresponds to a customer segment targeted by the experience of the client journey. The resources implemented to give customers the ability to interact with the enterprise and its environment, to acquire the expected results, are supported by the interaction channels.

 For more details on description of customer journey, see [The customer journey](#) in the **HOPEX Business Process Analysis** guide.

To use the facilities for the customer journey management available in **HOPEX Digital Transformation Desktop**:


- 1 In the **Processes** navigation pane, click **Hierarchy**.
A dedicated tree helps you to start the description of your customer journey elements.



USING HOPEX IT ARCHITECTURE

The **HOPEX IT Architecture** solution provides **HOPEX Digital Transformation Desktop** with the possibilities to model the information system architecture according to a number of analysis perspectives:

- Description of application architecture offers a detailed view of information exchanges between applications, services, databases and organizational;
- Description of information system technical infrastructure enables monitoring of applications deployment on the different enterprise;
- Description of complex systems involving different types of IT and non IT;
- Description of the logical architecture of an information system to describe the functional architecture independently of the technical architecture.

 This product is available if you have the **HOPEX IT Architecture V2 [HITAC]** key.

 If you have a deprecated key of **HOPEX IT Architecture [ARC]**, the concepts provided with the product will be displayed in addition with the concepts provided with **HOPEX IT Architecture V2 [HITAC]** key.

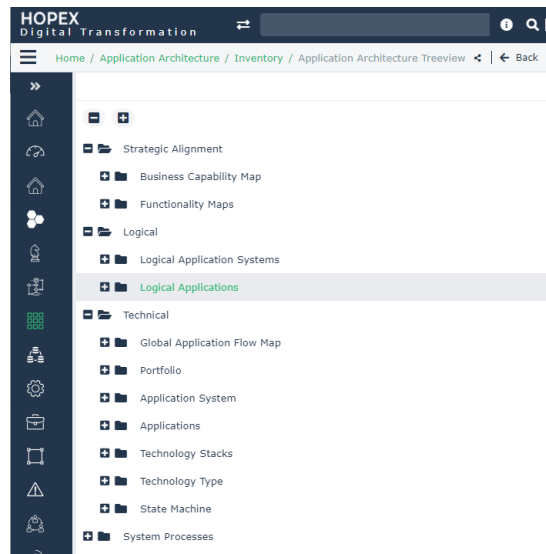
For more information on the **HOPEX IT Architecture V2** solution, see [Introduction to HOPEX IT Architecture](#).

Accessing your IT architectures with HOPEX Digital Transformation Desktop

To access the elements that are part of your IT architectures:

1. Click the **Applications** navigation pane.

2. In the navigation pane, click **Hierarchy**.
A tree with the different architecture levels is displayed.



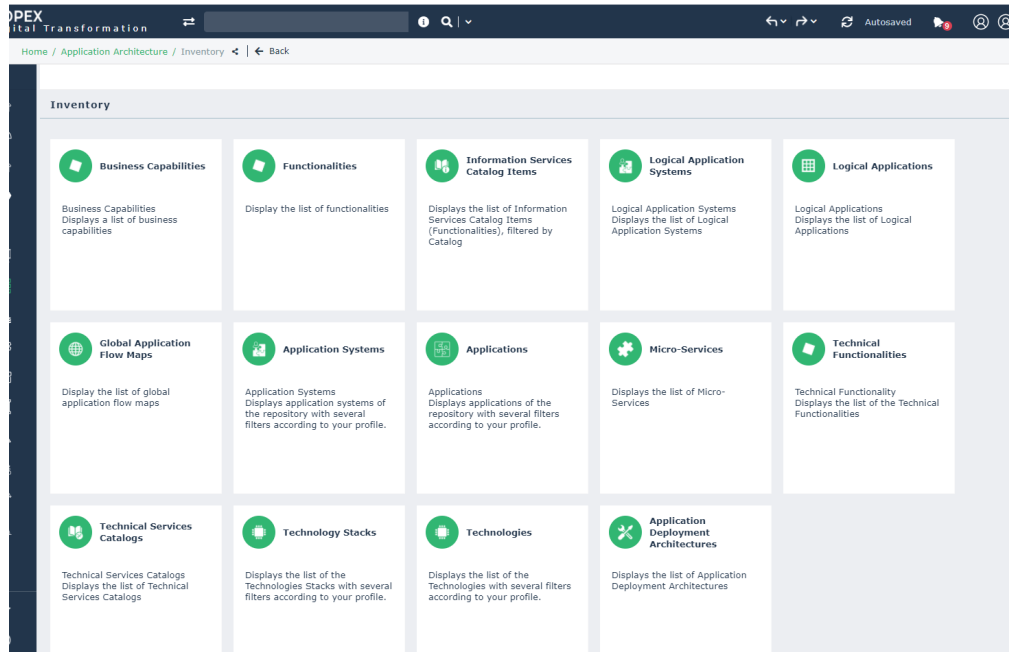
- The **Strategic Alignment** folder enables the definition of *Business capability maps* and *Functionality Maps* in order to prepare for the transformation of your enterprise.
➤ See [Describing Business Capabilities with HOPEX IT Architecture](#) in the **HOPEX IT Architecture** guide.
- The **Logical** folder provides access to the list of elements of your logical architecture.
➤ See [Describing Logical Application Architecture](#) in the **HOPEX IT Architecture** guide.
- The **Technical** folder provides access to the list of elements of the technical architecture.
➤ See [Modeling technical architectures](#) in the **HOPEX IT Architecture** guide.
- The **Application Systems** folder provides access to the list of elements of your system architectures.
➤ See [Describing an Application System](#) in the **HOPEX IT Architecture** guide.

Accessing your IT architectures elements with HOPEX Digital Transformation Desktop

To access your enterprise architecture objects:

1. Click the **Applications** navigation pane.

2. In the navigation pane, click **Inventory**.



A list of tiles is proposed to help you to manage your IT Architecture elements:

- **Business Capabilities** and **Functionalities** enable you to manage IT transformation projects with the **HOPEX IT Architecture** option.



.A business capability is a set of features that can be made available by a system (an enterprise or an automated system).



A technical functionality is a capability expected from an equipment item (hardware or software) to ensure the operation of a technical element or an application.




See [Aligning IT and Business](#) in the **HOPEX IT Architecture** guide.

- **Logical Applications** and **Logical Application systems** enable you to manage your logical architecture elements.




A logical application is a set of application functionalities that is independent of a particular implementation. For example, the

classification of all purchase request processing applications implemented in an enterprise.

 A logical application system is an assembly of other application architectures, logical applications and end users, interacting with application components to implement one or several functions.


 See [Describing Logical Application Architecture](#) in the **HOPEX IT Architecture** guide.

- **Applications;**

 An application is a software component that can be deployed and provides users with a set of functionalities.


 See [Describing an Application with HOPEX IT Architecture](#) in the **HOPEX IT Architecture** guide.

- **Application Systems;**

 An application system is an assembly of other application systems, applications and end users interacting with application components to implement one or several functions.


 See [Describing an Application System](#) in the **HOPEX IT Architecture** guide.

- **Micro-services;**

 A micro-service is a software component that can be deployed autonomously, but which does not directly provide an end user service. It can interact with other application services, applications or application systems. This is a deployable software component that uses software technologies. For example: an authentication service, a PDF file printing service.


 See [Describing a Micro-Service with HOPEX IT Architecture](#) in the **HOPEX IT Architecture** guide.


- **Technologies;**

 A technology is a definition or format that has been approved by a standards organization, or is accepted as a standard by the industry.


 See [Describing Software Technologies](#) in the **HOPEX IT Architecture** guide.

- **Application Deployment Architecture;**

 An application deployment architecture describes one possible deployment configuration of an application. It contains the deployment architectures to be hosted, recommends hosting architectures and identifies required communication techniques (communication protocols and port numbers) they use to communicate with each other. . An application may have several deployment architectures (E.g.: autonomous installation, horizontal or vertical deployment, etc.)

 See [Describing an Application Deployment Architecture](#) in the **HOPEX IT Architecture** guide.

- **Technical Service Catalogs and Technical Service Catalogs Items** describe the list of functionalities covered by a service as well as the technical or functional elements that implement these functionalities.

 See [Using service catalogs](#) in the **HOPEX IT Architecture** guide.

Accessing the infrastructure elements with HOPEX Digital Transformation Desktop

HOPEX Digital Transformation Desktop allows you to detail system architecture description to take into account systems using resources other than software. For example, a system can comprise radar, pylons, various software elements, a network, people, etc. To define heterogeneous systems, **HOPEX IT Architecture** enables to model the system components as well as their communication mode.

For more details on infrastructure modeling, see [Modeling IT Infrastructures](#) in the **HOPEX IT Architecture** guide.

Accessing your infrastructures with HOPEX Digital Transformation Desktop

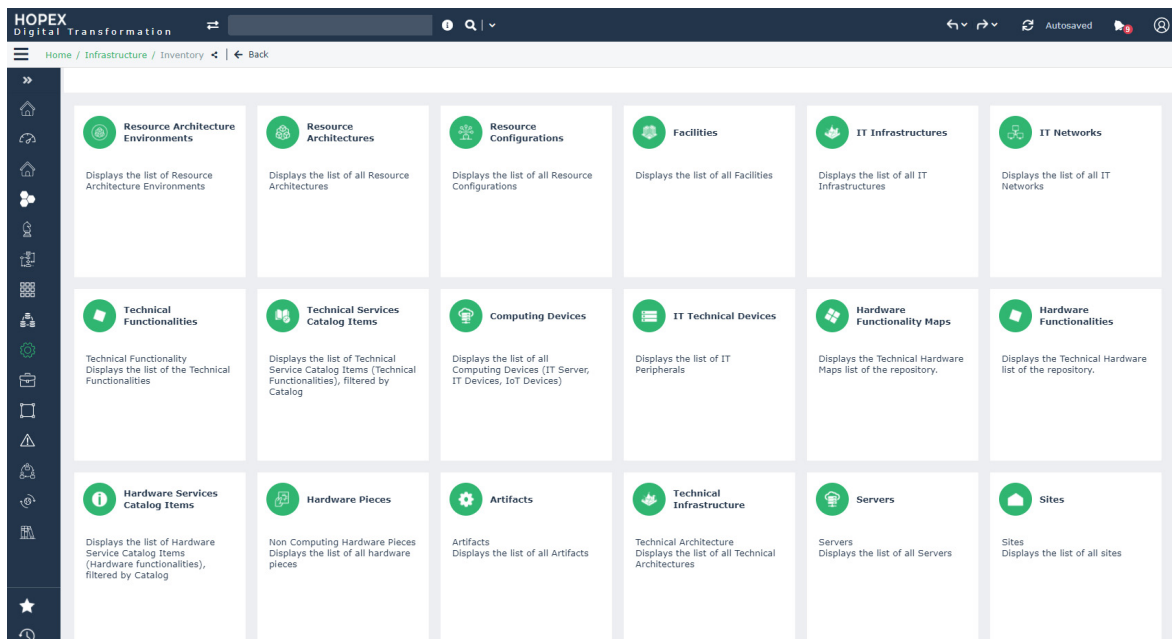
To access the elements that are part of your IT infrastructure:

1. Click the navigation menu, then **Infrastructure**.
2. In the navigation pane, click **Hierarchy**.
The tree that is displayed depends on your license.

Accessing the infrastructure elements with HOPEX Digital Transformation Desktop

To access the elements that are part of your IT infrastructure:

1. Click the **Applications** navigation pane.
2. In the navigation pane, click **Inventory**.



For more details on infrastructure modeling, see [Modeling IT Infrastructures](#) in the **HOPEX IT Architecture** guide.

USING HOPEX INFORMATION ARCHITECTURE

The **HOPEX Information Architecture** product provides **HOPEX Digital Transformation Desktop** with the three levels of data modeling for an organization:

- Business (conceptual) level who integration with **HOPEX Information Architecture** is used to define the business function architecture concepts;

☛ This product is available with **HOPEX Information Architecture [INFA]** key.

For more information on the **HOPEX Information Architecture** solution, see [Introduction to the Creation of a Business Ontology](#).

- Logical level for clients seeking to develop general business-oriented models with **HOPEX Logical Data**;

☛ This product is available with **HOPEX Logical Data [DMO]** key.

For more information on the **HOPEX Logical Data** solution, see [HOPEX Information Architecture - Logical Layer](#).

- Physical level for defining models intended to persist in a DBMS. It comprises detailed specifications for production of the physical diagram of the repository carried out with **HOPEX Database Builder**.

☛ This product is available with **HOPEX Database Builder [DMO]** key.

For more information on the **HOPEX Information Architecture** solution, see [HOPEX Information Architecture - Physical Layer](#).

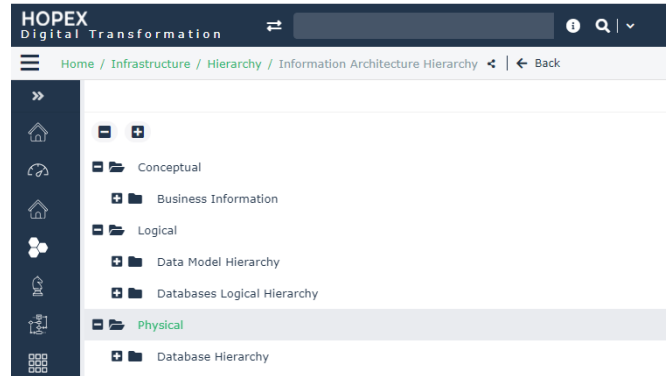
Managing your data with HOPEX Digital Transformation Desktop

Accessing to data models with HOPEX Digital Transformation Desktop

To access the elements that are part of your data:

1. Click the **Data** navigation pane.

2. In the navigation pane, click **Hierarchy**.
The tree of elements that allows you to classify your data is displayed.

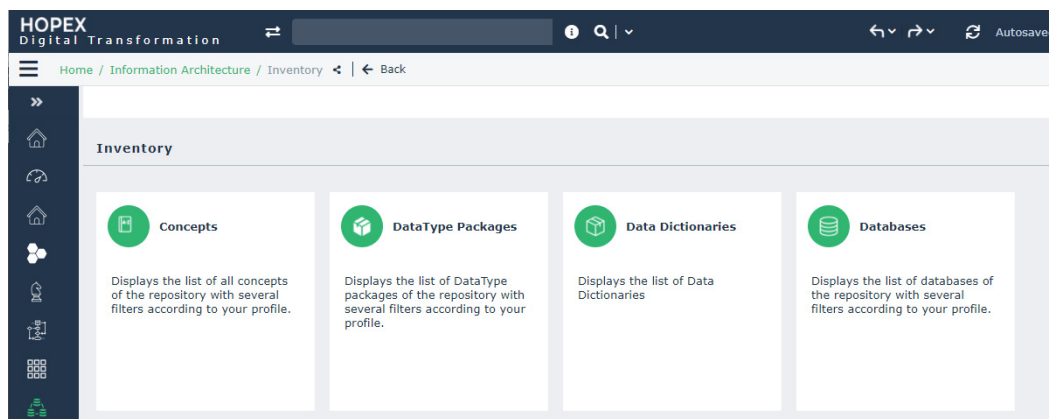


- The conceptual level enables the definition of the business function architecture concepts available with **HOPEX Information Architecture**;
➔ See [Introduction to the Creation of a Business Ontology](#).
- Logical level for clients seeking to develop general business-oriented models with;
➔ See [HOPEX Information Architecture - Logical Layer](#).
- Physical level for defining models intended to persist in a DBMS. It comprises detailed specifications for production of the physical diagram of the repository carried out with **HOPEX Information Architecture**.
➔ See [HOPEX Information Architecture - Physical Layer](#).

Accessing to the HOPEX Information Architecture solution

To access the lists of objects dedicated to your enterprise data management:

1. Click the **Data** navigation pane.
2. In the navigation pane, click **Inventory**.

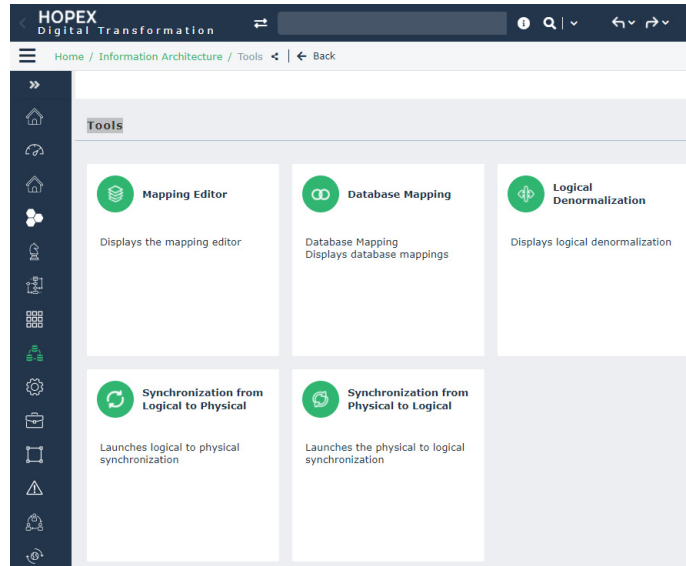


A list of tiles is proposed to help you to manage your data:

HOPEX Digital Transformation Desktop tools to manage data

To access tools dedicated to your enterprise data management:

1. Click the **Data** navigation pane.
2. In the navigation pane, click **Tools**.



A list of tiles is proposed to help you to use the tools dedicated to the management of your data.

USING HOPEX IT PORTFOLIO MANAGEMENT

The **HOPEX IT Portfolio Management** Product provides **HOPEX Digital Transformation Desktop** with:

- Aligning the application assets with business requirements;
- Reducing IS operating costs by removing applications no longer used;
- Managing technologies relating to applications;
- Identifying the business services covered by applications or application versions;
- Deciding on investments for maximum profits.

☛ This product is available if you have the **HOPEX IT Portfolio Management [APM]** key and if you have imported corresponding the module.

For more information about this product, see the **HOPEX IT Portfolio Management** guide.

In addition to the **HOPEX IT Portfolio Management** solution :

- The **HOPEX CAST Highlight** option provides **HOPEX Digital Transformation Desktop** with the possibility to analyze the quality of the application code and issue alerts on any risks that might affect the portfolio;

☛ This option is available with **HOPEX IT Portfolio Management [APM]** key and your **CAST Highlight** customer ID.

- The **HOPEX IT PM BDNA Import** option provides **HOPEX Digital Transformation Desktop** with the import of up-to-date IT reference catalog of software and hardware information.

☛ This option is available with **HOPEX IT PM BDNA Import [BDNA]**.

Managing all your applications with HOPEX Digital Transformation Desktop

The project portfolio management enables the analysis of the potential return of a set of projects according to the risks, the available funds, the probable duration of a project and the expected results. Its primary aims are to:

- Control the suitability of projects with respect to the strategic objectives of the organization;
- Ensure consistency between the projects and the organization's capability.

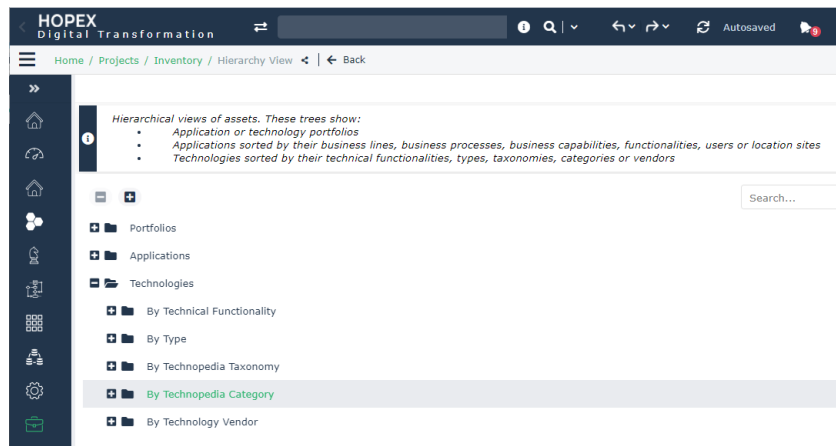
HOPEX IT Portfolio Management provides a set of functionalities to:

- Submit and assess the project demands and candidate projects;
- Accept or reject candidate projects;
- Select and define the project priority according to selection criteria (strategic, financial, etc.);
- Analyze and arbitrate portfolio projects;
- Follow project progress.

Enabling access to projects in progress with HOPEX Digital Transformation Desktop

To access the list of elements that are part of your portfolio project:

1. Click the **Portfolios** navigation pane.
2. In the navigation pane, click **Hierarchy**.
The tree of main elements describing your Project Portfolios is displayed.



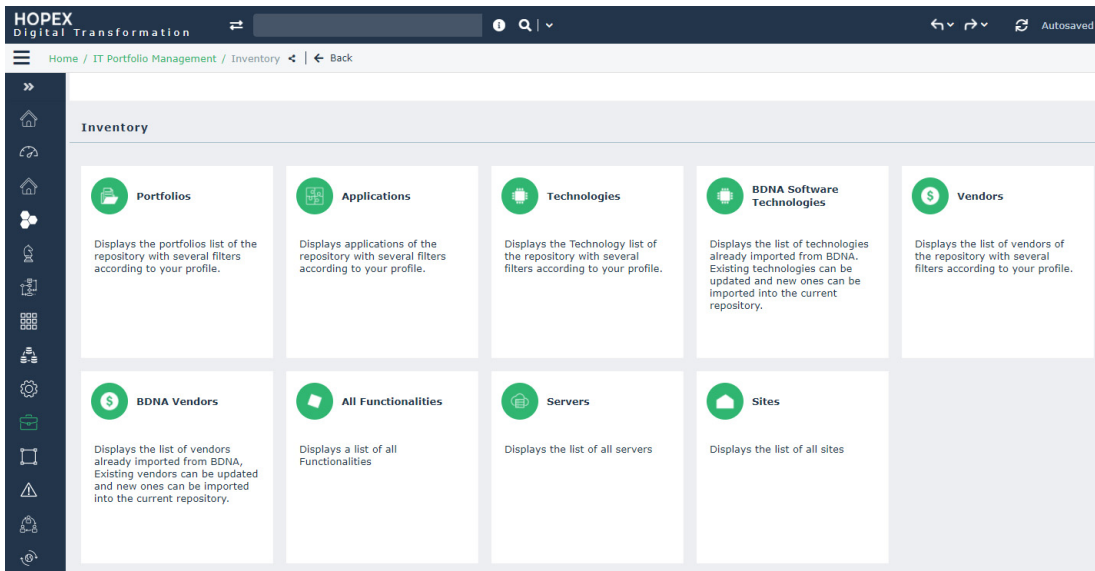
For more information on Project Portfolio management, see [Project Portfolio Management](#) chapter in the **HOPEX IT Portfolio Management** guide.

Accessing the HOPEX IT Portfolio Management solution objects

To access objects dedicated to your enterprise projects management:

1. Click the **Portfolios** navigation pane.

2. In the navigation pane, click **Inventory**.



A list of tiles is proposed to help you to manage your IT Portfolio applications:

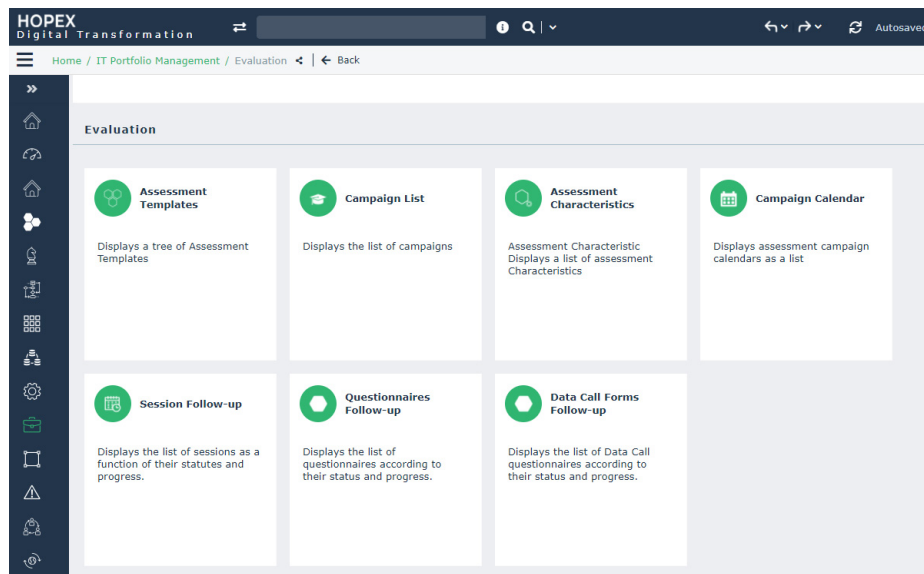
- **Applications;**
 An application is a software component that can be deployed and provides users with a set of functionalities.
- **Technologies;**
 A technology is a definition or format that has been approved by a standards organization, or is accepted as a standard by the industry.
- **vendors;**
 The vendor is the application provider.
- **BDNA Technologies and BDNA Vendors;**
 See [Using BDNA with HOPEX Digital Transformation Desktop](#).
- **Servers;**
 An IT Server is an IT component providing a service to users connected via an IT network. This IT component can house databases and run applications.
- **Functionalities;**
 A functionality is a service required to perform a work. This functionality is generally necessary within an activity in order to execute a specific operation. If it is a software functionality, it can be provided by an application.
- **Sites.**
 A site is a geographical location of an enterprise. Examples: Boston subsidiary, Seattle plant, and more generally the headquarters, subsidiaries, plants, warehouses, etc.

Evaluating Application Assets with HOPEX Digital Transformation Desktop

To use the assessment functionalities offered by **HOPEX Digital Transformation Desktop**:

1. Click the **Portfolios** navigation pane.
2. In the navigation pane, click **Evaluation**.

A list of tiles is proposed to help you to manage your assessments:






Using CAST Highlight with HOPEX Digital Transformation Desktop

For more information on **HOPEX CAST Highlight** option, see [Analyzing the application code of a portfolio with CAST Highlight](#) chapter in **HOPEX IT Portfolio Management** guide.

To access the functionalities provided by **HOPEX CAST Highlight**:

1. Click the **Portfolios** navigation pane.

2. In the navigation pane, click **Import tools**.
A list of tiles is proposed to help you to manage your IT Portfolios.
 - The **Portfolios containing In House Applications** enables the code analysis of applications by scanning with Cast Highlight.
 See [Launching a Code Analysis Campaign](#) in the **HOPEX IT Portfolio Management** guide.
 - The **Manage Cast Highlight Users** tile enables **CAST Highlight** users creation with **HOPEX Digital Transformation Desktop**.
 See [Declaring other users in CAST Highlight](#) in the **HOPEX IT Portfolio Management** guide.
 - The **Applications scanned by Cast Highlight** enables access to the applications scanned with Cast Highlight.
 See [Launching a Code Analysis Campaign](#) in the **HOPEX IT Portfolio Management** guide.

For more information on **HOPEX CAST Highlight** option, see [Analyzing the application code of a portfolio with CAST Highlight](#) chapter in **HOPEX IT Portfolio Management** guide.

Using BDNA with HOPEX Digital Transformation Desktop

HOPEX IT Portfolio Management provides an integration tool with **BDNA** to allow Enterprise Architects and Technology Portfolio Managers to take full benefit of this information and make more accurate decisions on their IT asset.

To access the **BDNA** functionalities provided by CAST Highlight with **HOPEX Digital Transformation Desktop**:

1. Click the **Portfolios** navigation pane.
2. In the navigation pane, click **Import tools**.
A list of tiles is proposed to help you to use **BDNA**.
 - With **BDNA Technologies** tile, you can import new technologies and update information on technologies already imported into **HOPEX Digital Transformation Desktop**.
 - With **BDNA Vendors** tile, you can import new vendors and update information on vendors already imported into **HOPEX Digital Transformation Desktop**.

USING HOPEX PROJECT PORTFOLIO MANAGEMENT

The **HOPEX Project Portfolio Management** option provides **HOPEX Digital Transformation Desktop** with facilities for project portfolio management. Project Portfolio Management (PPM) is an approach used by an organization to analyze the potential return of a set of projects.

☛ *This product is available if you have the **HOPEX Project Portfolio Management** [APM] key and if you have imported corresponding the module.*

In addition, option provides a process for idea management with a view to improving the enterprise capabilities, or more generally any suggestion that impacts the transformation of the resource organization of the enterprise.

☛ *This option is available with the **HOPEX Project Portfolio Management** [PPM] key or with [IDEA] key.*

For more information on **HOPEX Project Portfolio Management** option, see [Introduction to Project Portfolio Management](#) chapter in **HOPEX Common Features** guide.

Managing Project Portfolios with HOPEX Digital Transformation Desktop

The project portfolio management enables the analysis of the potential return of a set of projects according to the risks, the available funds, the probable duration of a project and the expected results. Its primary aims are to:

- Control the suitability of projects with respect to the strategic objectives of the organization;
- Ensure consistency between the projects and the organization's capability.

HOPEX Project Portfolio Management option provides a set of functionalities to:

- Submit and assess the project demands and candidate projects;
- Accept or reject candidate projects;
- Select and define the project priority according to selection criteria (strategic, financial, etc.);
- Analyze and arbitrate portfolio projects;
- Follow project progress.

Enabling access to projects in progress with HOPEX Digital Transformation Desktop

To access the list of elements that are part of your portfolio project:

1. Click the **Projects** navigation pane.
2. In the navigation pane, click **Hierarchy**.

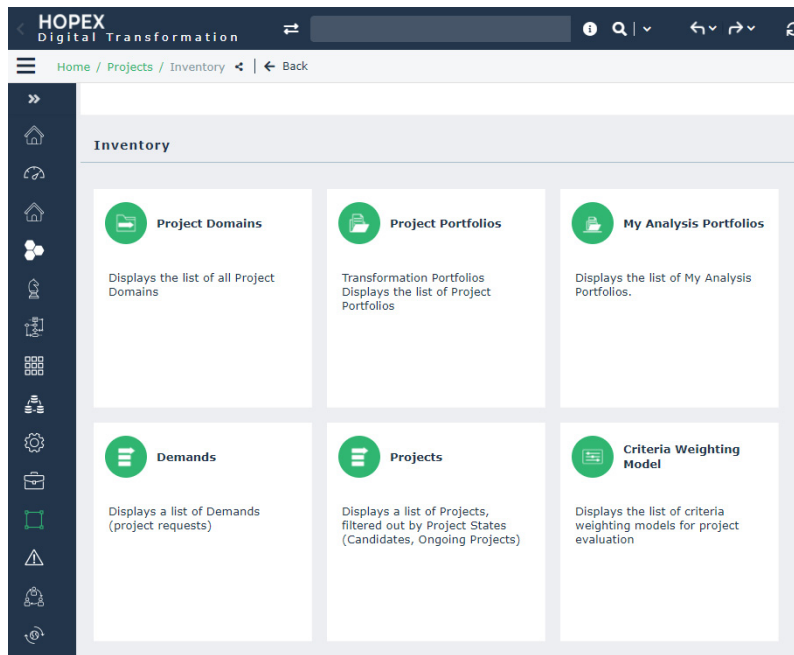
The tree of main elements describing your Project Portfolios is displayed.

For more information on Project Portfolio management, see [Project Portfolio Management](#) chapter in the **HOPEX Common Features** guide.

Accessing the HOPEX Project Portfolio Management elements

To access objects dedicated to your enterprise projects management:

1. Click the navigation menu then **Projects**.
2. In the navigation pane, click **Inventory**.



A list of tiles is proposed to help you to manage your *Project* Portfolio project:

A project consists of a set of tasks entrusted to a team, which transforms a system or part of a system with the aim of achieving a given objective.

- The **Project Domains** tile allows you to define the sector and the application scope of the project.
 See [Defining Project Domains](#) in the **HOPEX Common Features** guide.
- The **Project Portfolios** and **Analysis Portfolios** tiles allow you to access the list of project Portfolios.
 See [Project Portfolio Management](#) in the **HOPEX Common Features** guide.
- The **Demands** tile allows you to manage the new project proposals.
 See [Managing Project Demands](#) in the **HOPEX Common Features** guide.

- The **Project** tile allows you to manage the validated projects.
➡ See [Defining Enterprise Projects](#) in the **HOPEX Common Features** guide.
- The **Criteria weighting Model** tile allows you to automatically calculate the rank of a project in the context of this portfolio.
➡ See [Criteria weighting model](#) in the **HOPEX Common Features** guide.

USING HOPEX RISK MAPPER

The **HOPEX Risk Mapper** product offers to **HOPEX Digital Transformation Desktop** a total visibility of operational risks, control points and value chains.

☛ This product is available if you have the **HOPEX Risk Mapper [ERML]** key.

Accessing the HOPEX Risk Mapper solution elements

To access objects dedicated to your enterprise risks management:

- 1 In the **Risks** navigation pane, click **Inventory**.
A list of tiles is proposed to help you to manage your risks and their environment.

☛ The list of tiles depends on the options you have checked.

- **Regulation Frameworks;**

📖 A regulation framework is a set of directives, compulsory or not, defined by a government in a law, by standard bodies as "best practices" or as an internal policy in an organization.

☛ See [Regulation Frameworks](#) in the **HOPEX Business Process Analysis** guide.

- **Control systems;**

📖 A risk and control system is a set of controls that enables the assurance of risk prevention and management, application of internal operating rules, respect of a law or regulation, or achievement of an objective as defined by company strategy.

☛ See [Control Systems](#) in the **HOPEX Business Process Analysis** guide.

- **Controls;**

📖 A control is a set of rules and means enabling the assurance that a legal, regulatory, internal or strategic requirement is respected.

☛ See [Risk Control Monitoring and Policy](#) in the **HOPEX Business Process Analysis** guide.

- **Risks.**

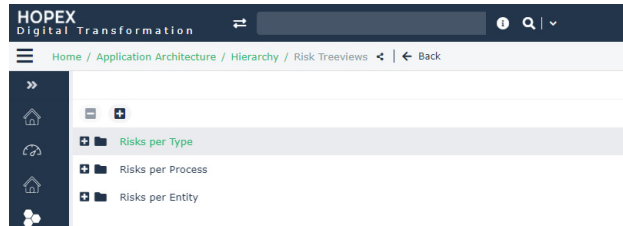
📖 A risk is a hazard of greater or lesser probability to which an organization is exposed.

☛ See [Identifies risks](#) in the **HOPEX Business Process Analysis** guide.

Accessing functionalities of HOPEX Risk Mapper

To access the management features for risks:

- 1 In the **Risks** navigation pane, click **Hierarchy**.
The displayed tree enables access to the risks according to different criteria.



➤ See [Assessing Risks](#) in the **HOPEX Business Process Analysis** guide.

➤ For more information on risks and controls management, see [Risk Treatment and Controls](#) in the **HOPEX Business Process Analysis** guide.

MANAGING IDEAS WITH HOPEX DIGITAL TRANSFORMATION DESKTOP



An idea is a potential modification project which could be carried out to the architectural landscape in order to improve the enterprise capabilities. Its impact and scope can be defined through Idea Subjects; Idea subjects may concern capabilities and / or items of the architectural landscape. Ideas may also be freely defined and not related to an identified architectural artifact within the architecture landscape (e.g. disruptive ideas do not necessarily relate to a Solution Building Block or Capability).

The **Ideas** can be submitted freely or collected within the context of an **ideation campaign** on the initiative of the innovation manager (descending approach) or freely submitted at any time (ascending approach); in both cases the ideas are added in the "Ideation & Project Funnel".






An ideation campaign is a way of organizing the collection of stakeholder ideas on a particular subject.

The ideas are examined by the innovation manager; they can give rise to project demands, in the context of the "Ideation & Project Funnel", and the ideas can then be assessed within the context of the demands management process.

You can link an idea to similar ideas and specify where appropriate the duplicates.

With , the ideation process is broken down into three main parts:

- Idea creation; at any time, users can submit an idea to the innovation manager.
 See [Creating an Idea](#) in the **HOPEX Common Features** guide.
- Assessing the idea;
 See [Assessing an Idea](#) in the **HOPEX Common Features** guide.
- Approving or rejecting the idea.
 See [Validating or Rejecting an Idea](#) in the **HOPEX Common Features** guide.

To use the functionalities with **HOPEX Digital Transformation Desktop**:

1. Click the navigation menu then **General > Collaborations Overview**.
2. Click **Ideas** tiles to access and manage your ideas.

For more information on managing Ideation, see [Submitting and evaluating ideas](#).

USING HOPEX FOR THE ARCHIMATE® FRAMEWORK

HOPEX for the ArchiMate® Framework solution is the implementation of the Open Group's ArchiMate® 3.1 Enterprise Architecture standard. See <http://www.opengroup.org/archimate/>.

☛ ArchiMate® is a registered trademark of Open Group.

This product is available if you have the **HOPEX for the ArchiMate® Framework** key and if you have imported corresponding the modules.

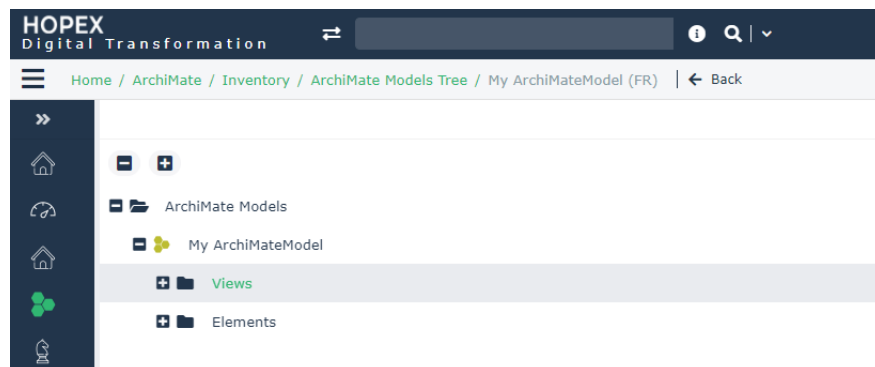
☛ For more details viewpoints list see [Pre-Requisites to HOPEX for the ArchiMate Framework](#) in the **HOPEX for the ArchiMate® Framework** guide.

Accessing functionalities of HOPEX for the ArchiMate® Framework

HOPEX for the ArchiMate® Framework solution provides a metamodel and a notation covering all the ArchiMate® standard Enterprise Architecture layers: Motivation, Strategy, Business, Application, Technology, Physical, and Implementation & Migration.

To access to the objects dedicated to the **HOPEX for the ArchiMate® Framework** solution facilities:

- 1 In the **ArchiMate** navigation pane, click **Hierarchy**.



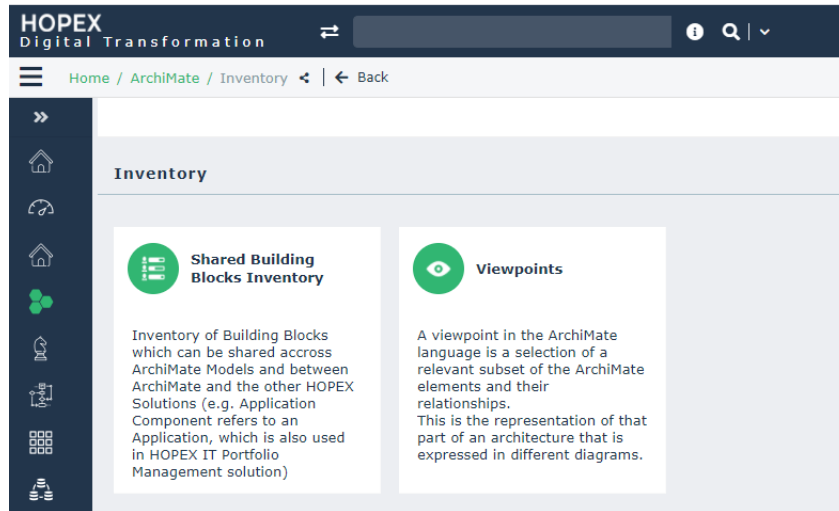
☛ For more information on ArchiMate models, see [Starting with HOPEX for the ArchiMate Framework](#) in the **HOPEX for the ArchiMate® Framework** guide.

Accessing the HOPEX for the ArchiMate® Framework elements

HOPEX for the ArchiMate® Framework solution implementation also supports the viewpoints mechanism, so that the ArchiMate® diagram contents can be filtered according to a defined perspective; additional viewpoints can be defined. New viewpoints may also be defined.

To access the repository objects:

- 1 In the **ArchiMate** navigation pane, click **Inventory**.
The tree of ArchiMate models tree is displayed.



- The **Shared Building Blocks Inventory** provides an access to the set of repository objects shared between **HOPEX** solutions and **HOPEX for the ArchiMate® Framework**.
 - For more details on these concepts list, see [Concepts mapping in the HOPEX for the ArchiMate® Framework guide](#).
- The **Viewpoint** tile allows you to access to the viewpoints list defined in the ArchiMate standard.
 - For more details viewpoints list see [ArchiMate Layers and Relationships](#) in the **HOPEX for the ArchiMate® Framework** guide.

