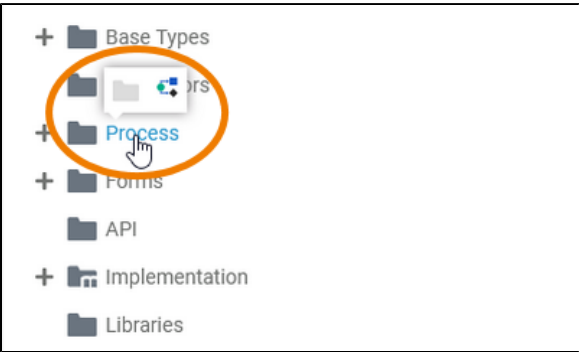
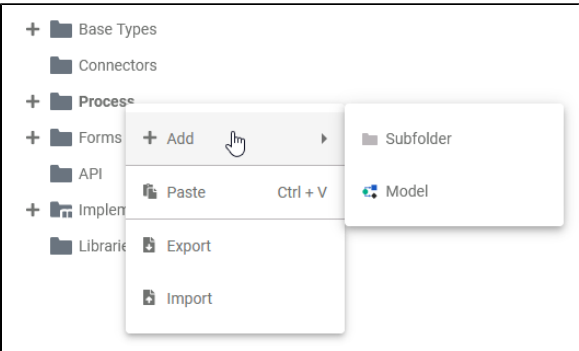


Process

In the **Process** folder you can create new BPMN models. If you create a new [service](#) in the Explorer, it automatically contains a **Process** folder in the [service panel](#).

Process Folder Options

	<p>If you hover over the Process folder, two quick action icons are displayed:</p> <ul style="list-style-type: none">• Add Folder• Add Model
	<p>Right click a Process folder to open its context menu.</p> <p>The context menu displays all options available for the Process folder:</p> <ul style="list-style-type: none">• Add Subfolder• Add Model• Paste• Export• Import

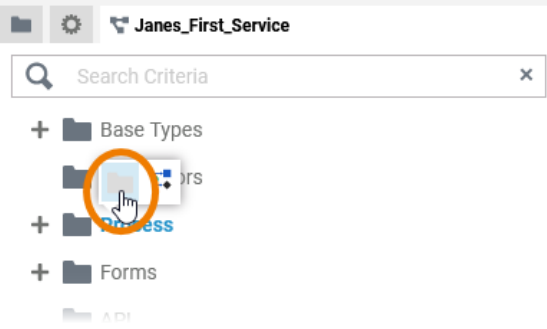

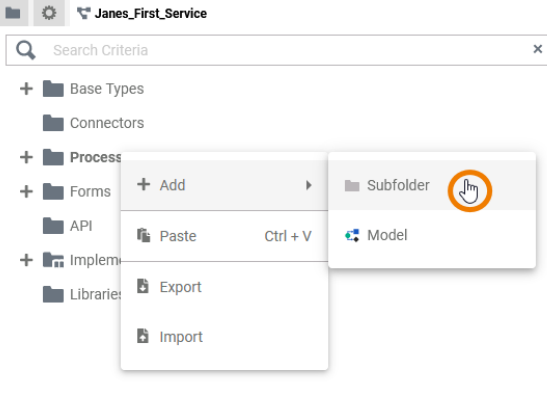
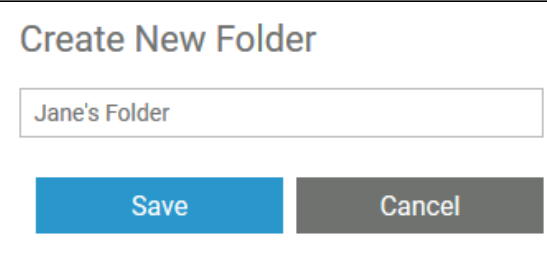
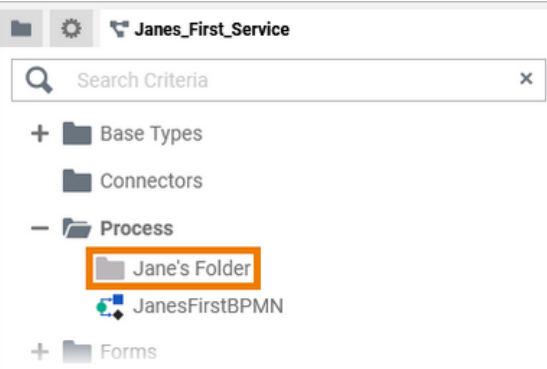
Adding a Folder

On this Page:

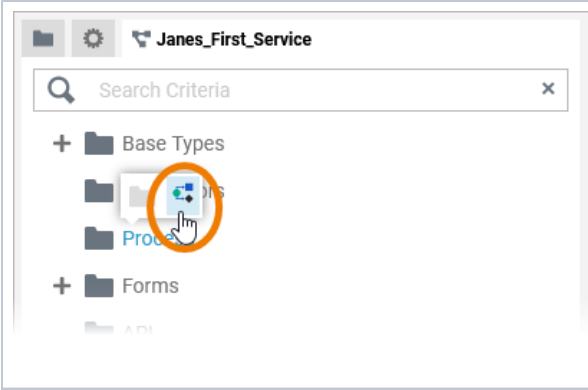

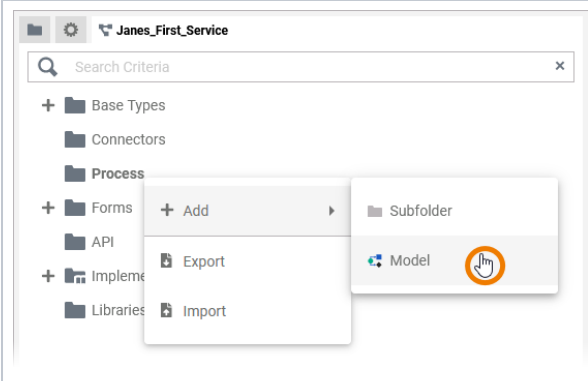
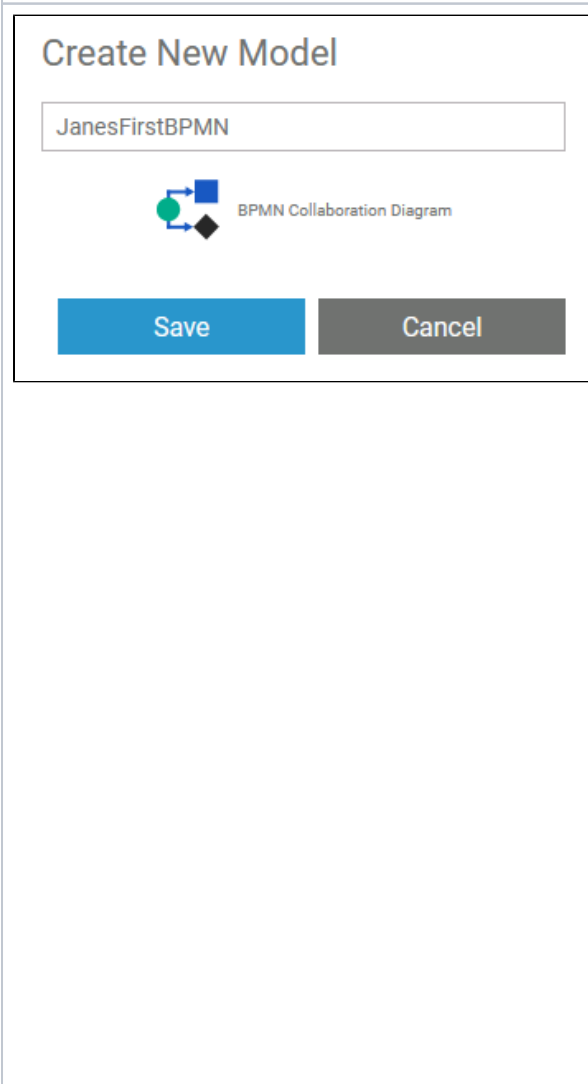

- [Process Folder Options](#)
 - [Adding a Folder](#)
 - [Adding a BPMN Model](#)
 - [Exporting and Importing](#)
 - [Further Options](#)

Related Pages:

- [Service Panel](#)
 - [Managing the Service Details](#)
 - [Base Types](#)
 - [Connectors](#)
 - [Single Connector](#)
 - [Process](#)
 - [BPMN Model](#)
 - [Forms](#)
 - [Single Form](#)
 - [API](#)
 - [Implementation](#)
 - [Libraries](#)
 - [Exporting and Importing Service Panel Contents](#)
- [Working With the Explorer](#)
 - [Services](#)

	<p>Use the quick action icon  Add Folder to add another folder within a Process folder.</p>
	<p>Alternatively, you can add another folder within a Process folder via the context menu by selecting Add Subfolder.</p>
	<p>Enter a name for the folder in the pop-up window Create New Folder. Click Save.</p>
	<p>The new folder is created and displayed in the tree.</p>

Adding a BPMN Model

	<p>In the Process folder you can create your BPMN models. One service can contain several BPMN models.</p> <p>To create a model, hover over the Process folder to display the quick start icons and click  Add Model.</p>
	<p>Alternatively, you can open the context menu of a Process folder and select the option Add Model.</p>
	<p>Enter a name for the BPMN model in the pop-up window Create New Model. Click Save.</p> <div data-bbox="974 1060 1128 1969"><p> Restrictions on Element Names</p><p>A BPMN model name must be unique within one service.</p><p>In addition, the following name restrictions apply to all service panel elements:</p></div>

Element
names
...

- ..
 . must
 not be
 empty.

- ..
 . must
 not con-
 tain
 spaces.
 Exception:
 : Spaces
 are al-
 lowed
 in op-
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 ation
 names.

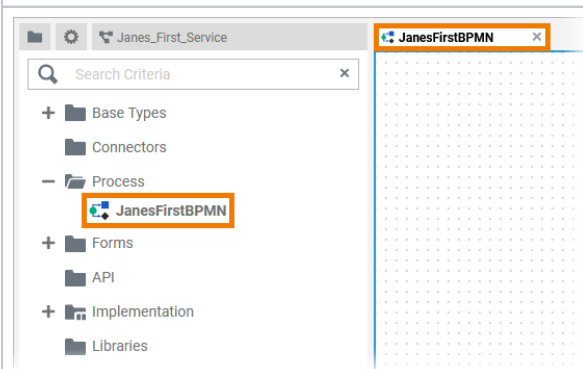
- .. must not start with numbers.

- .. must not end with a period (.).

- . must not contain one of the following characters : < , > , : , = , / , \ , | , ? , * .
- Furthermore , the following strings must not be

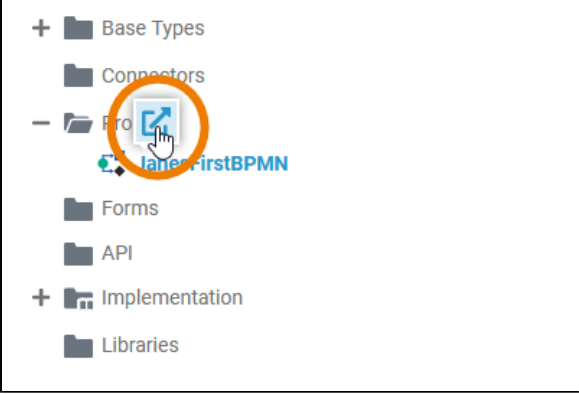

s	e	d	a	s	e	l	e	m	e	n	t	n	a	m	e	s:	C	O	N	,	P	R	N	,	A	U	X	,	N	U	L	,	C	O	M	1	,	C	O	M	2	,	C	O	M	3	,	C	O	M	4	,	C	O	M	5	,	C	O	M	6	,	C	O	M	7	,	C	O	M	8	,	C	O	M	9	,	L	P
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When you create a new model, it opens automatically in a new tab and you can directly start modeling.

✓ Refer to [Working with the BPMN Editor](#) for detailed information.

	<p>The new BPMN model is also displayed in the service panel and you can use option Open  to open it.</p>
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Exporting and Importing

You can export a whole process folder and you are able to import whole folders or single BPMN models to a process folder.



Refer to [Exporting and Importing Service Panel Contents](#) for further information about the possible options.

Further Options



For detailed explanations of the item options in the **Service** panel, such as cut, copy, rename, and delete, refer to [Service Panel](#).