

DESCRIPTION

The Scenario Building Engine (SBE) is a digital tool that enables structured, role-based workflows for managing cultural heritage cases. It supports the creation of standardized processes with defined statuses, transitions, and privileges, ensuring traceability, accountability, and collaboration across stakeholders such as LEA officers, archaeologists, and experts.

IDEAL SCENARIO

A well-designed SBE workflow reflects real-world procedures, with clear roles, logical status progressions, and secure transitions. Each case instance follows a validated template, ensuring that cultural heritage items are processed consistently, decisions are auditable, and data is enriched at every step.

TIPS

Do

- Define clear objectives and success criteria before building a workflow
- Use meaningful status names like *Pending Review*, *Validated*, *Archived*
- Assign roles and restrict transitions based on responsibilities
- Attach evidence and notes at the appropriate status
- Monitor metrics to identify bottlenecks and improve workflows
- Use the 'History' view to track progress and ensure transparency

Don't

- Don't allow transitions without defined conditions or responsible roles
- Don't duplicate statuses with overlapping meanings
- Don't bypass workflows with manual updates—use transitions
- Don't forget to review and update templates regularly

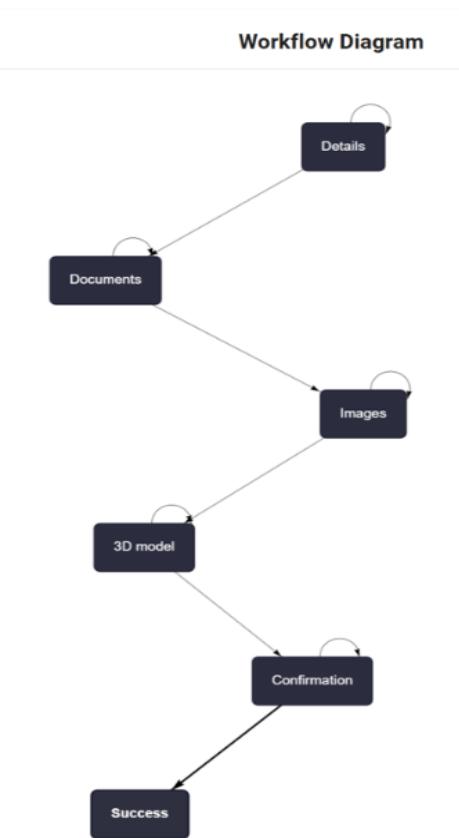


Figure: Main workflow of the Scenario building engine