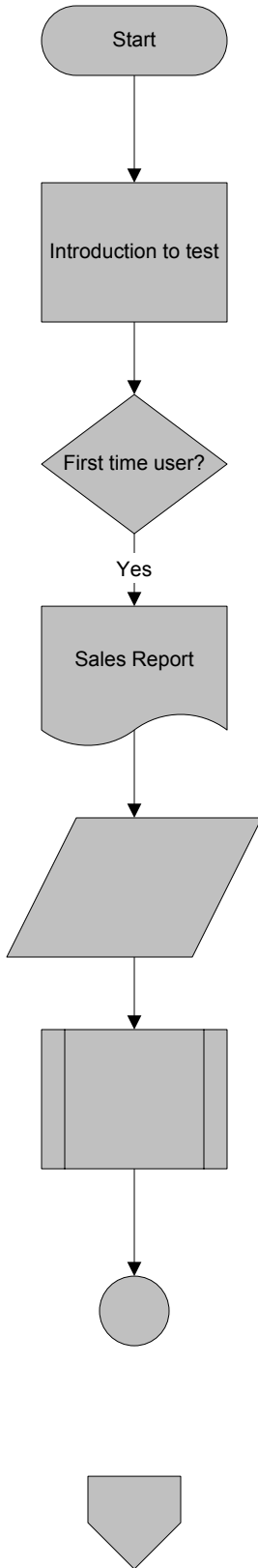


Standard Flowcharting Symbols



Terminator - Beginning or end of the flowchart

Process - Indicates an action or step in the flowchart process. *In most flowcharts this will be the most frequently used symbol*

Decision - Decision point. Usually there are two possible alternatives (true or false, yes or no)

Document - Printed document

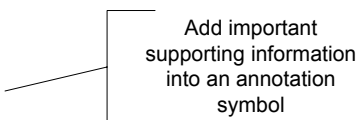
Data - Any type of data in a flowchart.
Input/Output: Represents material or information entering or leaving the system, such as customer order (input) or a product (output)

Predefined Process - Named process such as a subroutine or module. Used to identify an operation that is more fully described in a separate flowchart.

On page reference - create a reference from one process to another on the same page.

Off page reference - create a reference from one process on one page to another on a different page

Annotation - Add comments to your flowchart using the annotation symbol



Reference books on Flowcharting

Flowcharts: Plain & Simple: learning & Application Guide:
 by Joiner Associates Staff

Essentials of Flowcharting
 by Michael H. Boilltot, Gary M. Gleason, Lister Wayne Horn

Workflow Modeling: Tools for Process Improvement and Application Development
 by Alec Sharp, Patrick McDermott