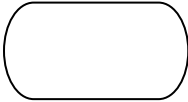


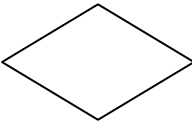









Basic Flowchart Symbols

Symbol	Name of Symbol	Description
	Start/End a.k.a. Terminator	The terminator symbol marks the starting or ending point of the system. Usually contains the word "Start" or "End."
	Process	Shows a Process or Action Step. A box can represent a single step (i.e. add two cups flour) or an entire sub-process (i.e. make bread). This is the most common symbol used on flowcharts.
	Predefined Process	A marker for another process step or series of symbols that are formally defined elsewhere (i.e. IV insertion bundle).
	Decision	Indicates a question or branch in the process flow. Typically, a Decision flowchart shape is used when there are two options (i.e. yes/no, go/no-go).
	Document	This symbol represents the process step that produces a document or report.
	Data a.k.a. Inputs/Outputs	Represents material or information entering (i.e. customer order) or leaving (i.e. product) a system.
	Connector	Indicates that the flow continues on another page, where a matching symbol (containing the same letter) has been placed.
	Black Cloud	Represents an unclear step in the process, or a step that needs more definition.
	Flow	Lines with arrows indicate the sequence of steps and the direction of flow.