

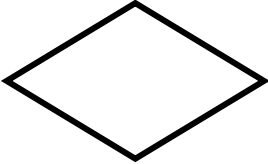

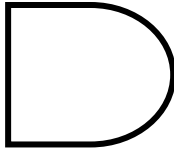

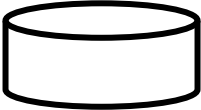
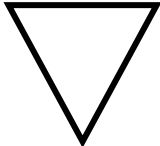



SYMBOL	DESCRIPTION AND USAGE
	<ul style="list-style-type: none"> Indicated where the process starts and stops
	<ul style="list-style-type: none"> Describes the actual work task that occurs at that point in the process Is best to include only one task in each activity symbol
	<ul style="list-style-type: none"> Displays a question that has several optional answers that lead away from the diamond Answers can be simple as YES or NO or specifically described choices Answers are labeled on connector lines
	<ul style="list-style-type: none"> Connects any two steps and shows the path or direction of the process
	<ul style="list-style-type: none"> Identifies when the process comes to a temporary halt Also identifies what has to happen before the process resumes
	<ul style="list-style-type: none"> Indicates that a written document is prepared or used at that step of the process The name of the document appears in the symbol
	<ul style="list-style-type: none"> Shows that a database is associated with this step
	<ul style="list-style-type: none"> Indicates when something goes into storage for a while It contains a brief description of what is stored and for how long
	<ul style="list-style-type: none"> Indicates a pre-defined process