Flowchart Symbols



Below are the flowchart symbols that you will need when creating flowcharts for the NEA.

Symbol	When it is used:
Start Stop	This shapes indicates the start or end of a flowchart
Process	A rectangular box represents a process, this is doing something. E.g. total = num1+num2
Input/ Output	A parallelogram represents input or output. E.g. Input num1 Output total
Decision	A diamond shape represents a decision, YES or NO e.g. is it a weekday?
Sub-process	This shape is used when you want to divert to another flowchart to complete a task before returning to the original flowchart.