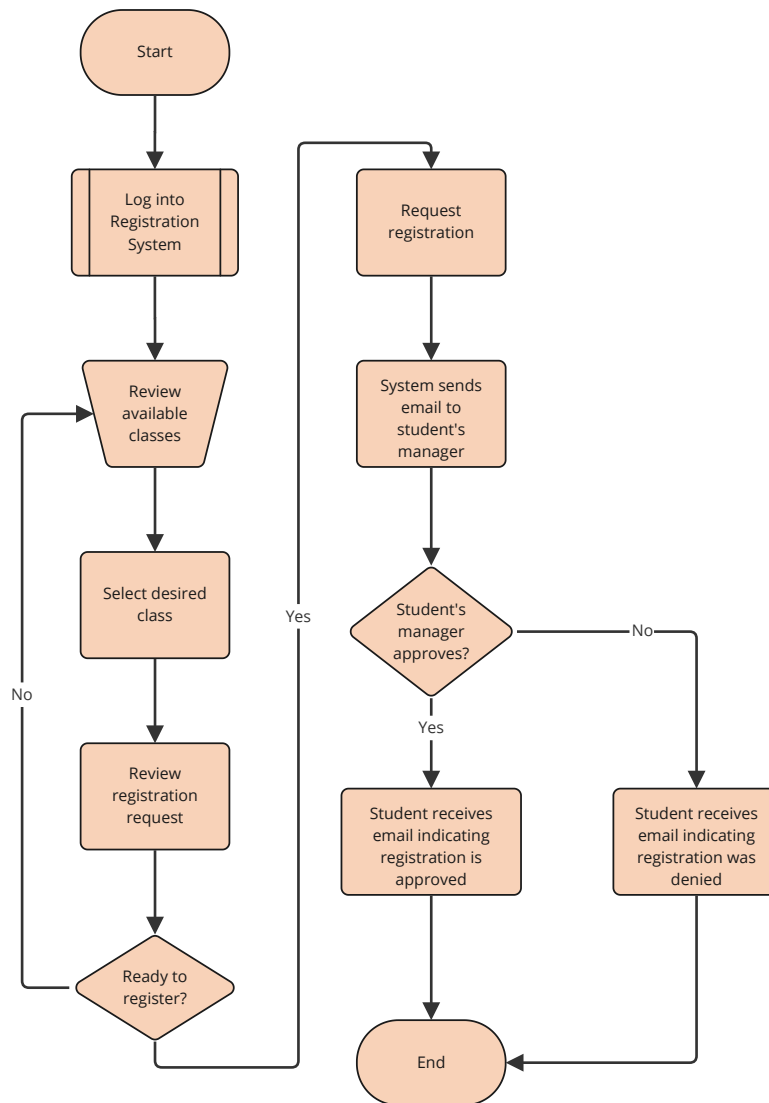## ANSI Standard Flowcharts

One of the most well-established diagrams used for process modeling is the American National Standards Institute (ANSI) standard flowchart.
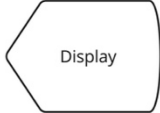
Example:
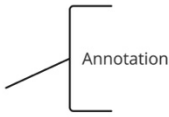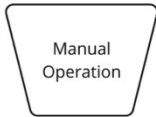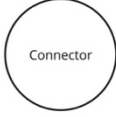
Register Student -- To-Be
Viewpoint: Student

B2T Training

Common symbols used in ANSI flowcharts:

Diagram Component	Symbol
Activities – rectangles that represent business tasks	Activity
Flow of control – arrows from one activity to another	→
Documents – a shape with a torn bottom half that represents a form, letter, report, fax, or other information presented on paper	Document
Decision points – diamond showing a question or condition and the appropriate branching. Arrows from either side of diamond show results.	Decision
Communication link – lightning bolt (interrupted arrow) to represent the transmission of information	⚡
Display - this represents a screen interface	Display

ANSI flowchart symbols (cont.):

Diagram Component	Symbol
Annotation – A textual description that can be connected to any other symbol on the flowchart to give the reader additional information.	Annotation
Terminator – an oval shape signifies the beginning and end of the sequence of tasks	Terminator
Database – electronic storage of information	Database
Pre-defined process – any outside system or process that will not be detailed on the current diagram. It may be represented on a flowchart of its own.	Predefined Process
Manual process – any business task that is not automated	Manual Operation
Off page connector	Off-Page Connector
On page connector	Connector

Swim Lane/Functional Diagrams

Functional Diagrams (also referred to as *swim lanes*) show activities grouped by the same functional area or actor.

These diagrams add a user role to a business process.

Example: Swimlane Diagram

Register Student -- To-Be