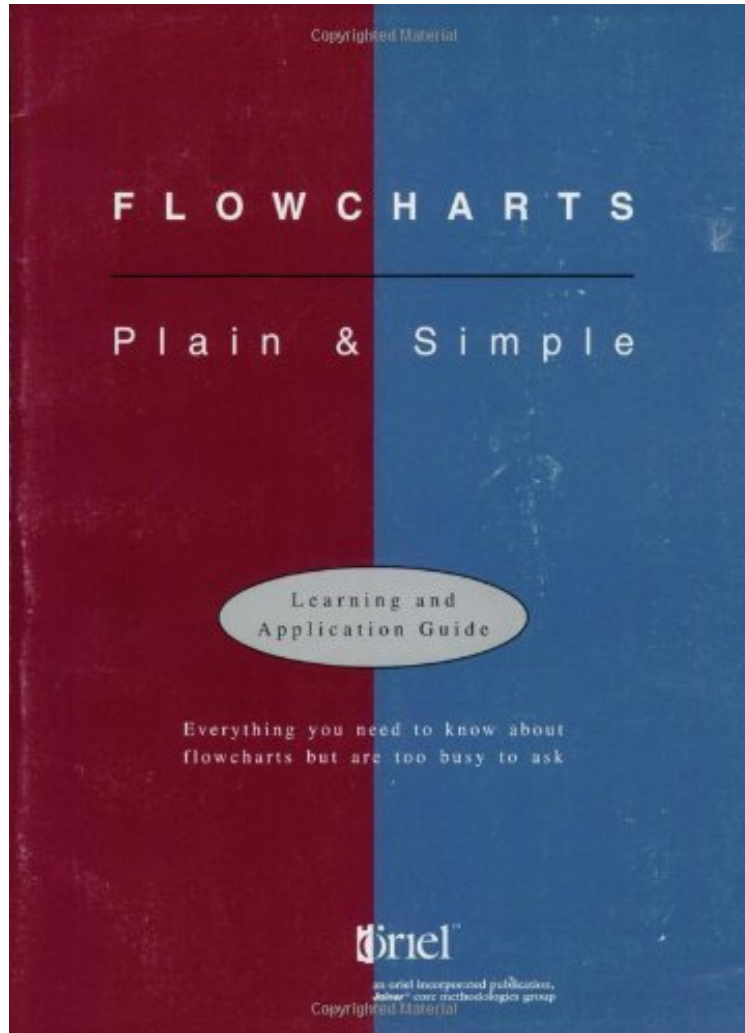


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Flowcharts: Plain Simple: Learning Application Guide

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0 of 0 people found the following review helpful. Four StarsBy TeezMeAs advertised and delivered on time.4 of 4 people found the following review helpful. Good book for making better work flowsBy mch1brgI map out a lot of processes at work and have been doing it for years. However during my last assignment I was asked to map out one of the largest processes that I have ever worked on. I decided to order this book hoping that it would help me discover a more efficient way. Within the first two hours of reading the book I was surprised to see that I was using some of the shapes in Visio incorrectly. I had been doing this for years but never knew it and my co-workers didn't either. This book also helped example the different types of flow charts and what they were for. Funny thing was that I had been mixing two different types of charts together for years without knowing any better. After reading this book my

diagrams have been much better and more focused. I would recommend this book to others. 22 of 22 people found the following review helpful. Basic, simple, easy and practical tutorial guide. By Mario Valdez This book is a tutorial for business flowcharting. This is not a reference book, it is a tutorial; as such it has a lot of repetitions and exercises to be sure you learn why and how to create useful flowcharts. If you are a computer programmer, don't get this book, as it does not cover that kind of flowcharts. But if you are a manager, planner, medical doctor (this is a good guide to develop flowcharts for clinical guidelines), or technical writer and you have never created flowcharts before, get this book. This book covers four flowcharts: basic, detailed, opportunity and deployment charts. They may have other names in other books or softwares but they are the most common types used in the business environment. The book does NOT cover the usage of any flowcharting software; after reading this you will be able to do it with any software or just with a pencil and paper. The book is about the why, when and how, not about using some software. The book is pretty easy to read; I think even a child can learn from this book without any problem. Also, with the book are included some flowcharting paper templates so you can make photocopies and practice.

Flowcharts teaches how to create and compare different flowcharts that outline the sequence of steps in a process. The information is presented in a straightforward, easy-to-understand manner through a series of exercises and case studies. Users of Plain Simple Series learn how to select the right tool for the task at hand, collect the right data, interpret the data, and take appropriate action based on their findings.