

Context Diagram Reference Cards

Instructions:

Print only pages 2-3 of this document on cardstock, back to back. Color printing is ideal but not required.

Cut crosswise to create two reference cards.

Context Diagram Symbols

Symbol	Symbol Name	Definition
	Entity	A person, system or group of people who performs one or more tasks involved in a process. The who in the process.
	Transaction	Exchanges between entities. These exchanges may be data, forms, information, goods, or services. The what .
	Outcome	The resulting transaction of a business process that indicates the objective has been met. May become an input or trigger for another process. The why .
	Input	Information received by the business process from external sources (not generated within the process).
	Output	Information transferred out from a process.
	Storage	Indicates a place for holding physical transaction materials, either temporarily or permanently.
	Trigger	An event or input that triggers the start of a process.

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