# Problem analysis, pseudo code and flow chart for Q. 3

**3.1 problem analysis**

* Input: Letter
* Process: If a letter is upper case changed it to lower case

If a letter is lower case changed it to upper case.

* Output: Uppercase letters or lowercase letters

**3.2Pseduo code**

Step 1: start

Step 2: enter a letter

Step 3: If letter is upper case

Then print it is lower case.

Else

Print its upper case

Step 4: stop

**3.3 flow chart**

If letter is upper case

Enter a letter

Yes

Print it is lower case

No

Print its upper case