**rules for pseudo code**

write only one statement per line

capitalize initial keyword

indent to show hierarchy and structures

end multiline structures

keep statements language independent (remember you are describing logic plan to develop a program, you are not programming)

**the looping structure** – use keywords to designate looping

ex.

**while / end while** – condition checked before loop

**repeat / until** – condition checked after the loop

**Rules for Variable Names**

Begin with lowercase letters

Contain no spaces

Additional words begin with capital

Unique names within code

Consistent use of names

**Working with Fields**

**CALCULATIONS**

+ add

- subtract

\* multiply

/ divide

\*\* or ^ exponentiation

( ) grouping

**SELECTIONS**

> greater than

l< ess than

= equal to

>= greater than or equal to

l<= less than or equal to

<> or != not equal to