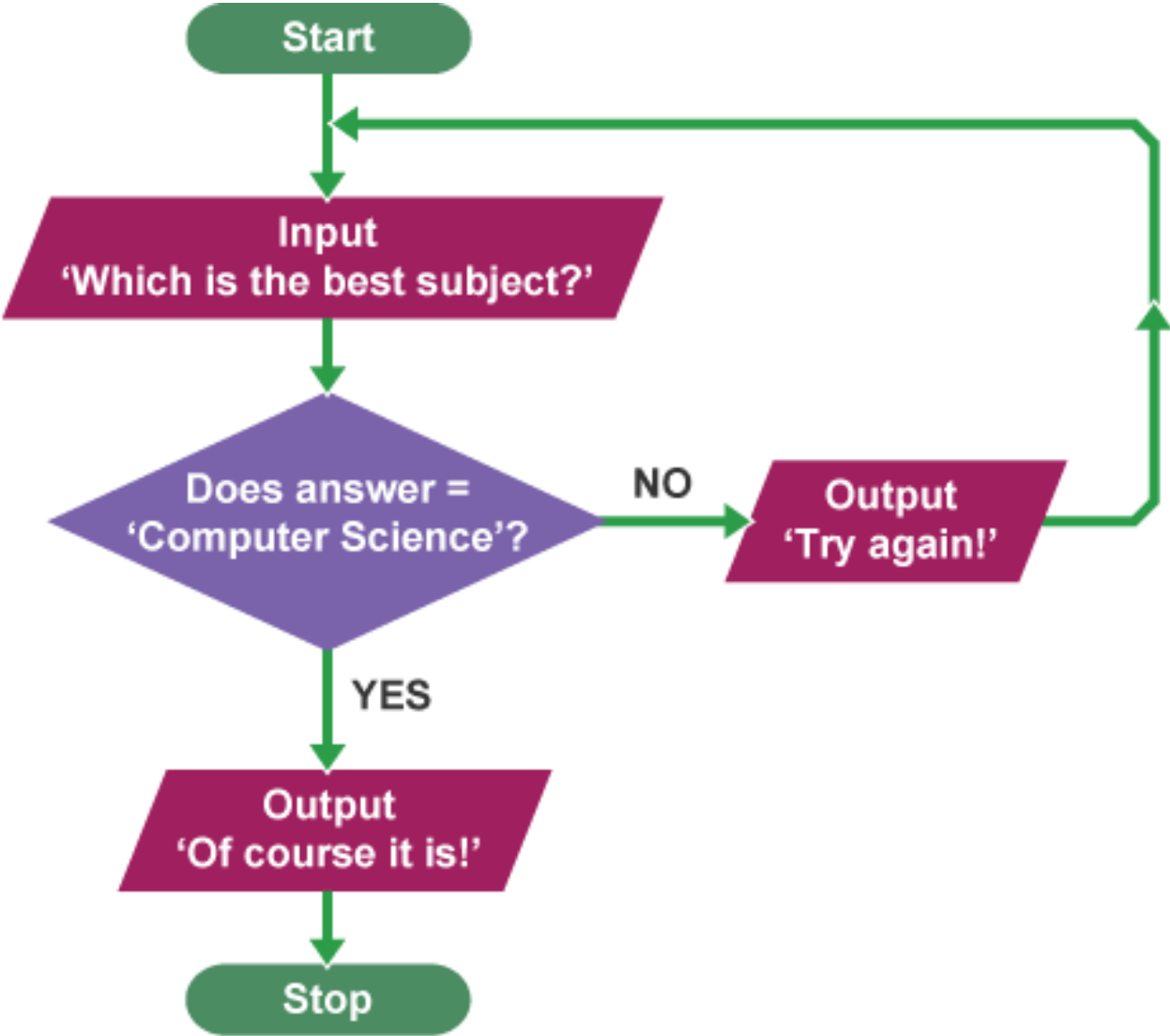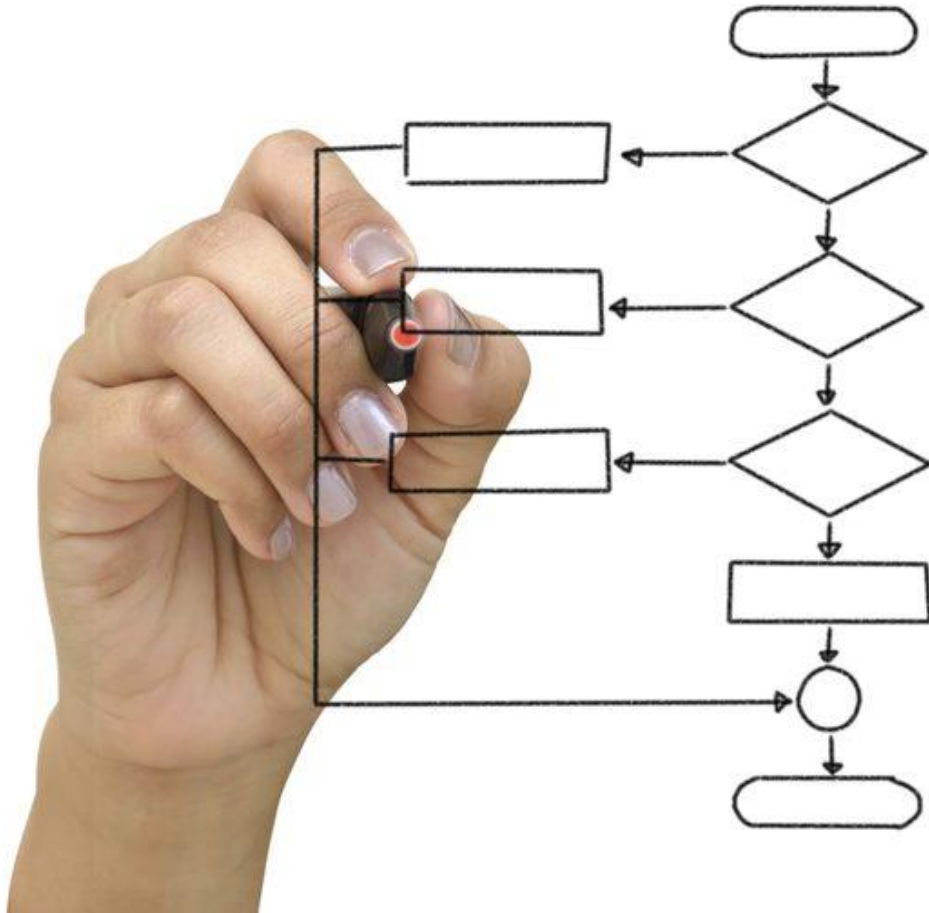It is important to stay organized throughout the year and your organization is reflected in your progress report!

1. Create a new folder in your OneDrive called Year 9.

2. Create a folder in Year 9 for each of your subjects.

3. Inside your Computer Science folder, create a folder for each of the topics you will study this year:
   - Flow Charts
   - Programming
   - Digital Electronics
   - Product Design
   - Architecture

Describe the steps in the algorithm on the right.
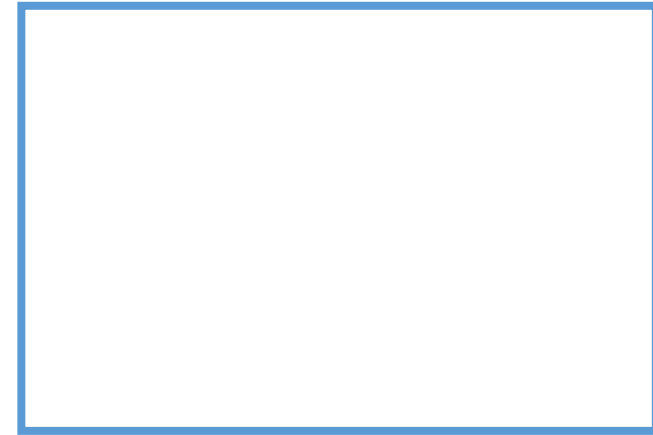
What is a flowchart?

A flowchart is a diagram made up of a sequence of shapes. It can be followed to see the sequence of actions which is carried out by a person or system.

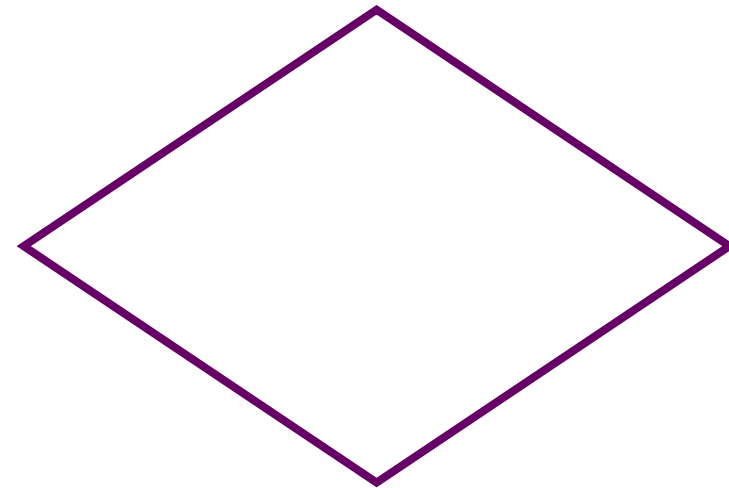In engineering, we use them to show what either code or a physical system will do.

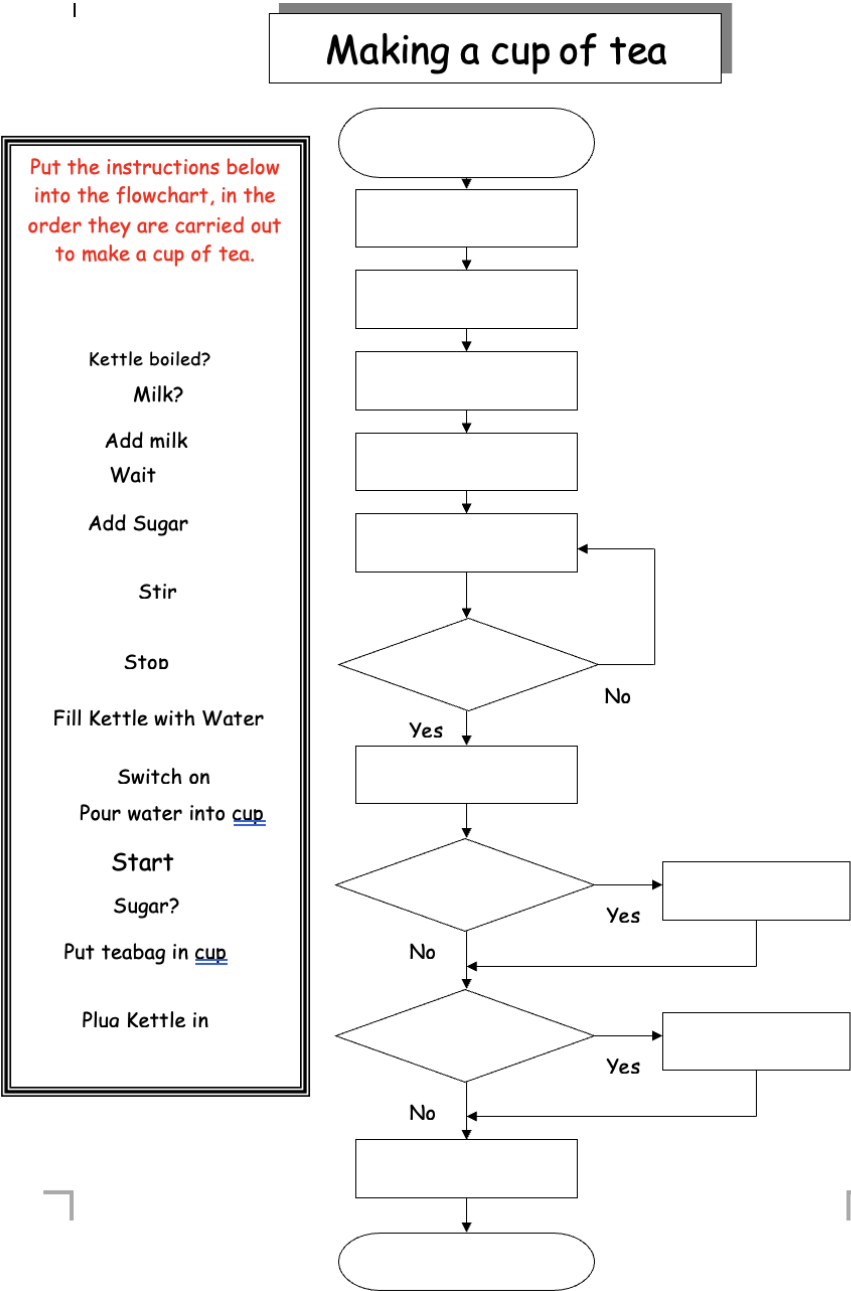**Start / Stop**

Do Something
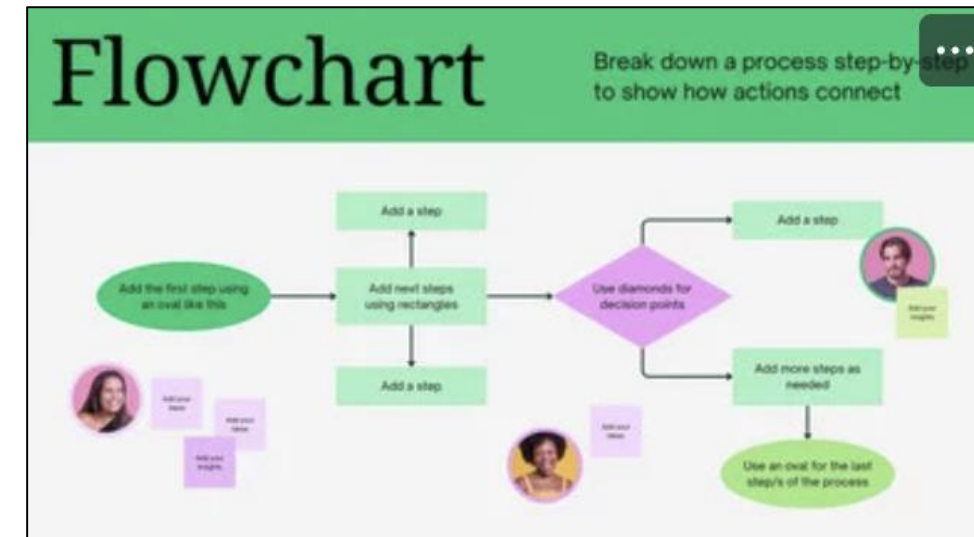
Input / Output

Decision

Creating a Flowchart

Complete the flowchart which should outline the steps involved in creating a cup of tea.

Make sure the steps are in the correct order, or the tea won't taste right!

Making a cup of tea

Put the instructions below into the flowchart, in the order they are carried out to make a cup of tea.

Kettle boiled?
Milk?
Add milk
Wait
Add Sugar
Stir
Stop
Fill Kettle with Water
Switch on
Pour water into cup
Start
Sugar?
Put teabag in cup
Plug Kettle in

- **Go to: https://www.canva.com/flowcharts/**

- **Select Create a flowchart**

- **Select the following template:**

- **Create a flow chart which shows the steps you go through to: brush your teeth**

6

Create a flowchart to outline:

- Getting ready for school.
- Choosing what to wear based on the weather
- How to prepare a noodle cup.