

## Flowchart-TQM Diagram Wizard Template

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When you open the Flowchart-TQM Diagram Wizard Template, you start the Flowchart-TQM Diagram Wizard, which guides you through

- Drawing a Cause and Effect (Fishbone), Top Down, or Cross Functional flowchart or a Force Field diagram.
- Creating a flowchart from a text (.txt) or Microsoft Excel (.xls) data file. The wizard requires the data file to include specific column headings, so you may find it most efficient to create your data file from one of the data-file templates that become available when you run the wizard.

**Note:** To fill in data in the data file templates, you need to know the name of the Visio stencil with the shapes you want to use and the name of each master you want to use. You also need to supply a Shape ID, which is a name, such as MyShape1, that uniquely identifies a shape.

You can also run the wizard by choosing Tools > Macro > Flowchart > Flowchart-TQM Diagram Wizard.

### To draw a cause and effect, top down, cross functional, or force field diagram:

1. Start the Flowchart-TQM Diagram Wizard. On the first wizard screen, click Next.
2. On the second screen, choose No Data, then click Next.
3. On the third screen, choose the kind of diagram you want to draw, then click Next. Follow the instructions on the wizard screens.

### Creating a flowchart from a data file

You can't generate a flowchart from just any data file. The wizard must be able to interpret the data file column headings in order to translate the data into shapes and connectors. The best way to create a data file is to use one of the templates that you can open when you run the Flowchart-TQM Diagram Wizard.

### To create a data file the wizard can interpret:

1. Start the Flowchart-TQM Diagram Wizard. On the first wizard screen, click Next.
2. On the second wizard screen, choose Enter Data In A New Text File or Enter Data In A New Microsoft Excel Workbook, then click Next.
3. On the third wizard screen, choose Use Visio Flowchart Template, then click Next.
4. If you chose to open a new text file, the wizard prompts you to type a name for the file. When you click Next, a text file opens that includes instructions for setting up the data file column headings.

If you chose to open a new Microsoft Excel Workbook, the wizard provides some information about moving between Excel and Visio. When you click Next, a workbook opens with the column headings already in place.

5. Enter data in the text file or workbook template, then save the file.
6. Choose Tools > Macro > Flowchart > Flowchart-TQM Diagram Wizard. When the wizard asks you for the data file you want to use, choose the text or Excel file you just created. Follow the wizard screens.

### To see a Shape ID:

- Select the shape, then choose Format > Special.

In the Special dialog box, the Shape ID appears under Name.

See also:

[Flowchart - Basic Template](#)

## TQM Diagram Template

Creating a flowchart from a data file

