

System Workflow

Enquiry

Ticket Creation

Quotation Creation

Quotation Chase Up Cycle

Send Quote

Phone to see if
received quote

every 2 days
or bespoke

Chase Up

Is quote dead?

Yes

Status
Changed
to Dead

Convert to Order

Order Created

Create Project

Add Production Jobs

Send to Production
for Acceptance

Print Job Bag

Online Sales Process

Generate Quickquote

Add to Cart

Complete Checkout
Procedure

Check if Credit
Account

No

Ask for Credit Card
Details

Send Order Email

Artwork Processing Process

Artwork Uploaded

Generate Previews

Check Bleeds

Complete Diskcheck

Approve Artwork

Generate Print Ready
Proofs

Generate Print Ready
Files

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