



**STERLING ENTERPRISE MANAGEMENT SOFTWARE**

**Workflow processing**







- Set up and customize your work flow templates. Select a billing item if you want to also track your inventory and generate a sales and inventory report.

Template Description

Template Processes Template Notes







**Actions** 🔍


Process	Item	Quantity	Required	Number Days	Sequence Number
 <input type="button" value="Meet with Family"/>	<input type="button" value="** Please Select **"/>	<input type="text" value="1"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text" value="1"/>
 <input type="button" value="Opening"/>	<input type="button" value="Open and Closing"/>	<input type="text" value="1"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text" value="2"/>
 <input type="button" value="Set Vault"/>	<input type="button" value="Setting Fee"/>	<input type="text" value="1"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text" value="3"/>
 <input type="button" value="Graveside Service"/>	<input type="button" value="** Please Select **"/>	<input type="text" value="1"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text" value="4"/>
 <input type="button" value="Closing"/>	<input type="button" value="Open and Closing"/>	<input type="text" value="1"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text" value="5"/>
 <input type="button" value="Set Marker"/>	<input type="button" value="Mathews Marker"/>	<input type="text" value="1"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text" value="6"/>

Page Size

- Assign the template generates all of the steps to make it easy to track your Work Flow processes

**Work Orders** **Actions** **Filters**

<p> Person Best, Jonathan</p> <p> Assigned To Ana Moore</p> <p> Status In Process</p> <p>Template Direct Cremation Bronze Urn</p> <p>Description Direct Cremation Bronze Urn</p>	<p>Responsible Party Johnson, Frank</p> <p>Funeral Home Newport Funeral Home</p> <p>Start Date 6/23/2014 12:00 AM</p>
<p> Person Garcia, Maria Inez Cuevas</p> <p> Assigned To Pete Smith</p> <p> Status In Process</p> <p>Template Ground Burial Mathews</p> <p>Description Ground Burial Mathews</p>	<p>Responsible Party Garcia, Jeanette</p> <p>Funeral Home Post Falls Funeral Home</p> <p>Start Date 6/23/2014 12:00 AM</p>

- Click the  edit button to update the work order as you go

