**Template: Create a Flowchart for Order Management**

Use this template to enter your solution. You may modify the template to include more information.

**Solution**

## **Task 1: Understand and detail the order management process**

Analyze and document the details of the entire journey of an order. *Refer to the instructions for task 1 in the lab instructions.*

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| |  | | --- | | **Stage** |  |  | | --- | |  | | **Description** | |  | | --- | | **Department involved** |  |  | | --- | |  | | |  | | --- | | **Key actions** |  |  | | --- | |  | | | **Decision points** | | --- |  |  | | --- | |  | |
| |  | | --- | | **Order placement** |  |  | | --- | |  | | |  | | --- | |  |  |  | | --- | |  | | |  | | --- | |  |  |  | | --- | |  | |  | |  | | --- | |  |  |  | | --- | |  | |

## **Task 2: Identify the key components**

Identify the key components of the order management process. *Refer to the instructions for task 2 in the lab instructions.*

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| **Stage** | **Description** |
| Order placement |  |

**Task 3: Create the flowchart**

Create a flowchart to visually represent the order management process. *Refer to the instructions for task 3 in the lab instructions.*