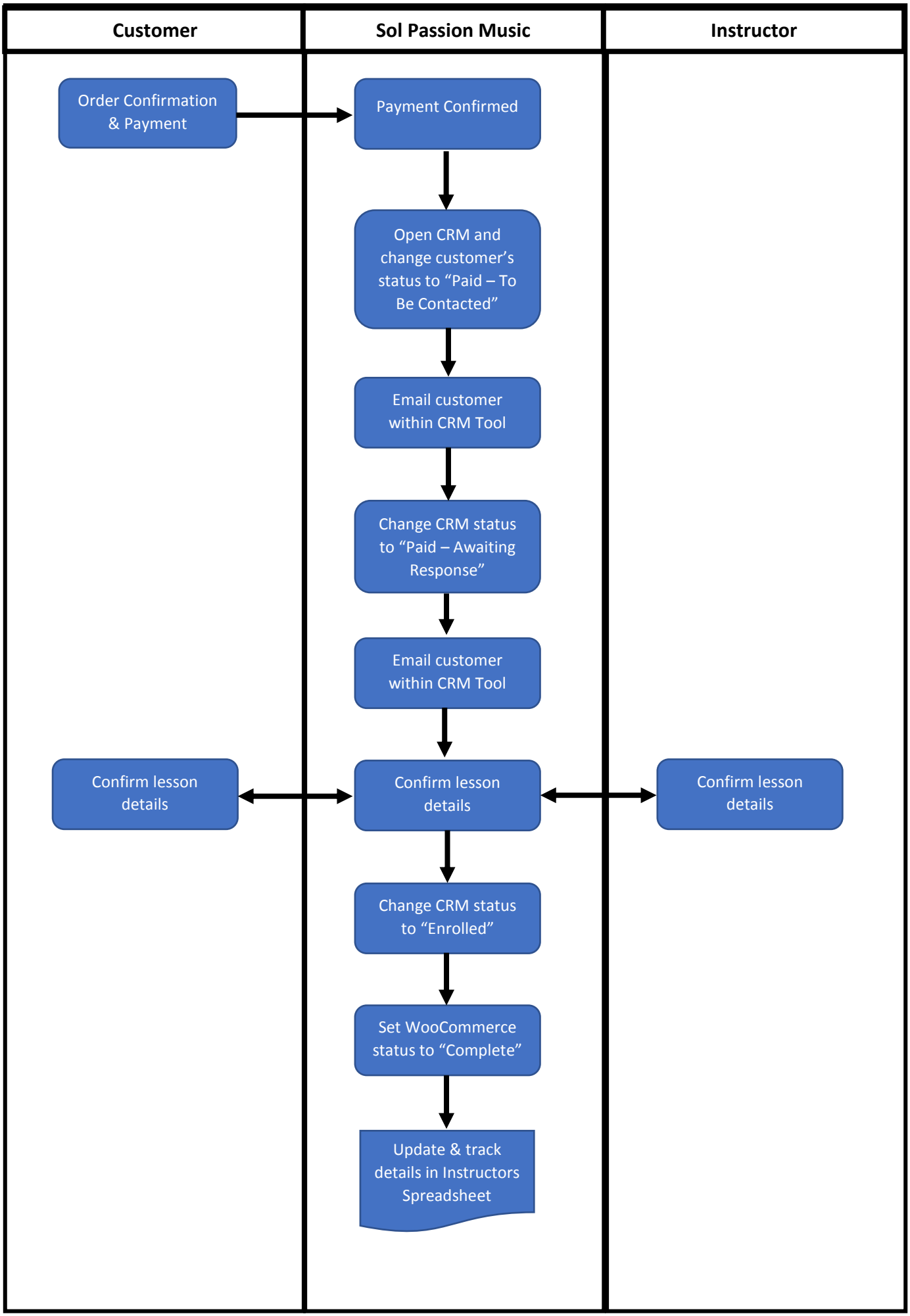
Customer
Sol Passion Music
Instructor
Order Confirmation & Payment
Payment Confirmed
Open CRM and change customer's status to "Paid – To Be Contacted"
Email customer within CRM Tool
Change CRM status to "Paid – Awaiting Response"
Email customer within CRM Tool
Confirm lesson details
Confirm lesson details
Confirm lesson details
Change CRM status to "Enrolled"
Set WooCommerce status to "Complete"
Update & track details in Instructors Spreadsheet