Symbols Key:

Entity

Data Flow

Process

Data Storage

Adding a new customer's details to the database:

Customer → Enquiry → Shahida → Customer Details → Spreadsheet

Customer → Book Details → Discussion And Agreement → Finalised Book Details → Shahida
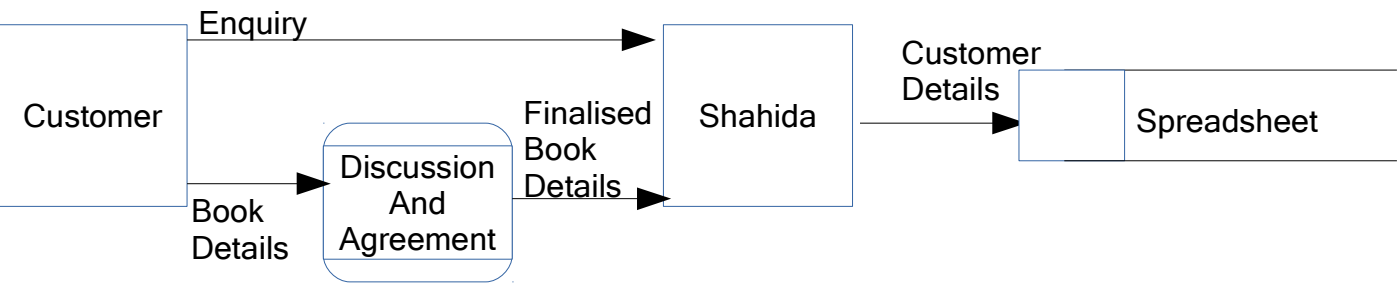
Sending an Invoice, waiting for payment and completing the work:

Customer ← Invoice ← Create Invoice ← Payment Details ← Shahida

Shahida → Preferred Ideas → Cover Designer

Cover Designer → Ideas → Create Cover → Cover → Shahida

Customer → Payment → Shahida

Shahida → Book Text → Editor

Editor → Book Text → Editing → Edited Text → Shahida