

1. Read email reports (CSV, Xlsx, etc.)
2. Parse necessary data from attachment + gather email metadata (sender, subject, received date and time, etc.)
3. Map input to output format:
  - direct input to output field mapping
  - add hardcoded fields (Netsuite IDs, Currency, reporting frequency, etc.)
  - generate UUID eg. uuid = md5(email\_id+file\_name/sheet\_name+row\_number)
  - generate new fields using current data and metadata eg. month ends, week ends, etc.
4. Cleanup and standardization (date, currency, etc.)
5. Create output files in standard format (one std format each for sales & inventory)
6. push output file(s) to S3

1. Load data from S3 to temp tables
2. Use temp table and destination tables to identify new records
3. Load new records into destination tables
4. Unload recent copy of destination tables to S3 [Outside of this layer]

