**Standard practice is all are added to salesforce in new needs review and CRS takes over from there**

* Only status that CEE would touch would be to push people to site and program
* Can be smoother in handoff, making sure people know that it is happening from CEE to CRS
* TO keep recruitment yeilds high, nudge people thru salesforce or nudge the champion
* There is not intro of CRS in slide decks or emails
* Objective for CEE is to get them to the interview as quick as possible
* CRS has more control over program, but Rebecca says same goal is to get people directly to interview
* The passoff only happens if they have questions or have not managed to book an interview with push from Aka
* Aka says introducing them is helpful and could even be included in the slide decks
* Dont want to add CRS as an added step, only supplemental
* Within 24-48 hrs CEE is still reaching out
* There are instances where CRS is sending outreach and CEE is reaching out after the fact
* Potential Soln
  + Intro CRS in presentation
  + Give CEE 48 hrs to reach out to people then CRS takes over
* From the CEE side, they will do an info session, send follow up right after event
  + Send 2 emails, one to everyone is salesforce campaign
  + Other email is to Champion to nudge other people in their company
* Best practice would be 24 hrs 2 nudges from CEE and then CRS takes over

1. Quick step is intro CRS in presentation

2. Intentional line in templates that reaffirm that CRS will reach out if they dont have interview

* For this year, after they are booked, moving them from program to program and location

* CEE team often communicates with people on Outlook and not salesforce, so it is impossible to see in salesforce
* Acknowledge that the more things are done is salesforce the better
* Make sure that if someone emails in outlook, that they add it to the account

TODO:  
- Craft language for slide deck and emails

Look into if salesforce can keep track of last contact date