



UPWORK PROJECT CATALOG / STANDARD TIER

Workflow Build

A clean and practical Notion workflow

PACKAGE PRICE	DELIVERY TARGET
\$79	5-day target

Current markdown: 20% off the genuine prior package price of \$99. Save \$20.

A defined scope. A practical process. A handoff you can use.

What this package is designed to do

PACKAGE PRICE \$79 5-day target	ORIGINAL PACKAGE PRICE \$99 20% OFF - SAVE \$20
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Best for An Upwork client who needs one contained process turned into a simple operating page and central database.	Not intended for A multi-workflow system, complex connected data, bulk migration, external automation, or custom application development.
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Scope included

- One defined workflow
- One operating page and one principal database
- Up to three purposeful views
- One reusable template
- Representative testing, concise guidance, and one revision

What you receive

- Working Notion workflow
- Operating page and core database
- Views and reusable template
- Testing and concise operating notes
- One organized revision round

How the work moves from scope to handoff

1. Scope	Confirm the users, workflow stages, source information, decisions, permissions, and success criteria for one defined operating path.
2. Map	Translate the real process into statuses, properties, views, templates, and handoffs before building.
3. Build	Create the approved Notion pages and databases with clean naming, usable defaults, and representative test records.
4. Test	Run the workflow through realistic scenarios, correct in-scope issues, and prepare concise operating guidance.
5. Handoff	Walk through the finished system, collect organized feedback, complete included revisions, and transfer ownership.

What the client provides

- An active Upwork contract and communication through Upwork
- The process stages, owner, inputs, outputs, and decisions
- Representative examples of the work being tracked
- Appropriate Notion access and a current backup
- One consolidated feedback response

Access, communication, and schedule

For Upwork purchases, scope questions, files, approvals, delivery, and payment remain in the active Upwork contract and message thread. The delivery target begins after the required access, source material, and scope decisions are available. Delayed access or feedback can move the delivery date. Flow Work Systems requests the minimum access needed and does not need passwords shared by email.

Client review points

The client confirms the scope before work starts, answers blocking questions during the project, reviews the delivered work, and provides consolidated feedback. Consequential business decisions, permissions, records, and AI-supported output remain subject to the client's human review and approval.

Commercial terms and practical boundaries

Revisions and acceptance

One revision is included. Additional workflows, a second database, materially new logic, or expanded deliverables require an Upwork add-on or new milestone.

Out of scope and change triggers

- A second connected database
- Complex formulas, permissions, or enterprise reporting
- Bulk migration, data entry, or historical cleanup
- External integrations, API work, automations, or custom code
- Ongoing workspace management or guaranteed results

Current price reduction

Pricing basis	Amount
Original package price previously offered	\$99
20% tier reduction	-\$20
Current reduced package price	\$79

After delivery

- Run the workflow using the operating notes
- Use the template to create consistent records
- Move to the Premium Mini-System package only when connected information is necessary

Before you purchase

Privacy, security, and backups

Clients should remove unnecessary sensitive information, maintain a current backup, and confirm that they have authority to share the source material. Flow Work Systems works only within the agreed access and cannot certify that a Notion workspace satisfies a client's legal, regulatory, records-retention, privacy, or security obligations. The client controls final permissions, data retention, and consequential decisions.

Frequently asked questions

Can the scope be expanded?

Yes, after the added work is described and priced in writing. Work does not silently expand inside a fixed package.

Does the delivery target start immediately?

It starts after scope confirmation and receipt of the required access, materials, and decisions. Availability is confirmed before purchase or contract acceptance.

Are results guaranteed?

No. The package delivers the stated system work and guidance. Adoption, efficiency, sales, compliance, and other business outcomes depend on client decisions and use.

Can sensitive data be included?

Share only what is necessary. Use sample or redacted records where possible and never send passwords through ordinary messages or email.

Important pricing note

Prices are starting package prices for the stated scope and are confirmed before work begins. The crossed \$99 amount is the bona fide package price previously offered for this same tier and scope. The current price is \$79, a rounded 20% reduction that saves \$20. Taxes, platform charges, optional add-ons, and work outside the stated scope are not included unless written into the final agreement.

This Standard tier is reduced from the bona fide prior package price of \$99 to \$79, a rounded 20% reduction.

The final scope, delivery date, revisions, payment, and platform terms are the terms displayed and accepted in the active Upwork contract.

VIEW THIS PACKAGE ON UPWORK

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