

# Universal Automation Template

## Trigger

Student submits  
google form

- App: Google Form
- Trigger Type: New or Update Entry
- Trigger Conditions: submission, received, new row, even starts, uploaded



## Filter & Condition

Looks up last name  
on worksheet

- App: Google Sheets
- Logic: if field X contains Y, continue
- Path A: send email
- Path B: log to spreadsheet
- Path C: notify team



## Action

Emails parent,  
admin or yourself

- What happens next? Email, update, post.
- App: Gmail, Airtable, Slack
- Action Type: send, create, new, post
- Dynamic Content: data pulled from previous steps

# Universal Automation Template

Trigger

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Filter &  
Condition

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Action

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# Universal Automation Template

Trigger



Filter & Condition



Path A

Path B



Action

Action