**Item Status**

The glue schedule is a very useful tool to track the status of customers items.

Using the glue schedule will help you receive answers about items and should reduce the amount of time spent having Jeff Drumheller look into items for you.

To get to the glue schedule, begin by going to shortcuts and clicking “Glue Schedule” or by using the shortcut “⌘G”

A screenshot of a video game

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From the glue schedule you’ll be able to see most of the information that you will need. Be sure to check the comment section as Jeff and Frank are constantly revising this schedule and will make notes pertaining to any changes there.

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For a more in depth look at where along the process your item is, you can use the schedule button.

To view the schedule, select an item you wish to see, and then click the schedule button.

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In this screen, you will be able to see when the item has gone through the various stages of production, and help you gauge when the item should be done.

A screenshot of a social media post

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