Prestige Cheat Sheet

## Milestones (Things needed for a job to run)

CODE	LABEL	SYMBOL
Earliest Start	Earliest Date	👉
Waiting on Material	Material	⊠
Waiting on Approval	Proof Approval	■
Needs Plates	Plating	□
COATING	Coating Only	✍
CYREL	Cyrel plate needed	✕
DELAY	Set a delay date	▲
NEW DIE	New Die	✂
OSS	Outside Service	✈
PRESSCHECK	Presscheck	✔
SAMPLE	Need samples	✚
STOCK	Stock Dates	☹

Find your job quickly (by colorcode)

COLOR BY CLIENT SERVICE PERSON			
Ali F	(green)	Matt W	(light blue/periwinkle)
Corey E	(light gray)	Mike K	(olive)
Kathryn S	(yellow)	Patrick L	(navy)
Kelly R	(gray)	Ralph B	(black)
Kevin W	(orange)		(teal)
Liz N	(magenta)		(white)

Status of your job
(by colorcode)

COLOR BY STATUS OF JOB	
Not Ready	(red)
Ready	(yellow)
Making Ready	(light green)
Running	(dark green)
Stopped	(orange)

Examples:

2/19/2024 3:00 PM
1
325040
Infinity Direct - US Bank -
KELLY RAY
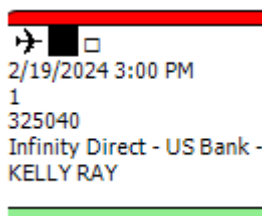
OSS + Proof Approval + Plate
(Reading Milestone left to right

2/22/2024 3:00
1
331140
NCS Pearson,
Patrick Ly

Stock (Sad Face)

Examples:

2/1/2024 3:00
1
Lund Food Hol
Patrick Ly
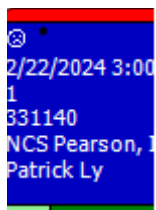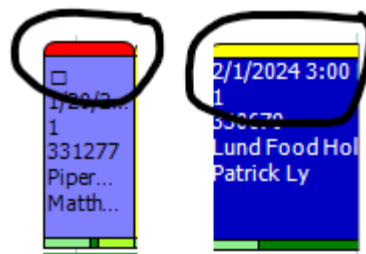
See Identifying
color code above.

1
331277
Piper...
Matth...

2/26/2024 3:00...
3
326614
Lifetouch Nation...
Kathryn St

2/26/2024 3:00...
3
326614
Lifetouch Nation...
Kathryn St