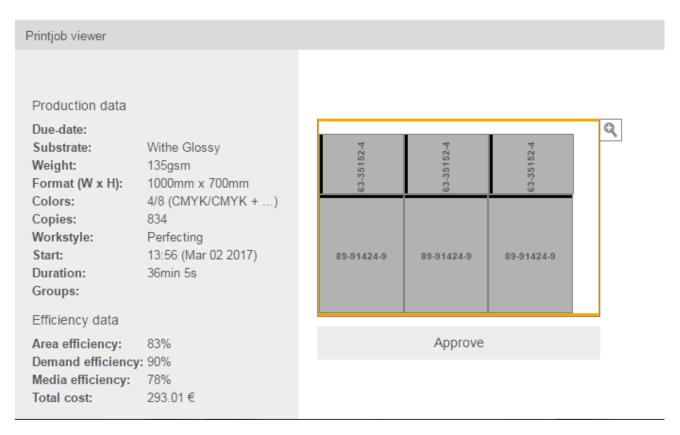# Approving a job

In the previous task, you learned how to perform a calculation that produces a job. In this task, you will learn how to approve the print job to pass it on to production.

Note: When you click a job in the schedule, the job information is displayed in the **Printjob viewer**.

1. Before you approve a job, review the **Planning** tab to gain a full understanding of the schedule. Approving a job changes its status from **Proposal** to **Planned**. This means, that it is a fixed event in the schedule, blocking some capacity of its printing device.
2. In the **Printjob viewer** area, click the **Approve** button.
   The approved layout is locked and the job is sent to production.