Task Status

Each Task on our Gantt chart's list of tasks has a status. There are three statuses of your tasks:

- OPEN
- OVERDUE
- DONE

The status depends on the due date set for the task. The status transition from OPEN -> OVERDUE is automatic and depends on the current date.

To change the status to DONE, click on the checkbox next to the DUE DATE fields in the Card editing mode.