# JET - Icon and Color Definitions

**A padlock appears on the icon when data is approved by management and / or submitted to payroll. You cannot edit submitted data.**

**Call Report**

Work to be done in the future

Completed work

Work that is overdue

**Training**

Training to be done in the future

Completed training

Training that is overdue

**Travel**

Travel calculations pending

Completed travel time

Travel No Commute –
Exclamation shows when user unchecks the commute box

**Skip Request**

Skip requested

Skip approved

Skip denied

**Other Time**

Completed admin time

Time off / Unavailable time