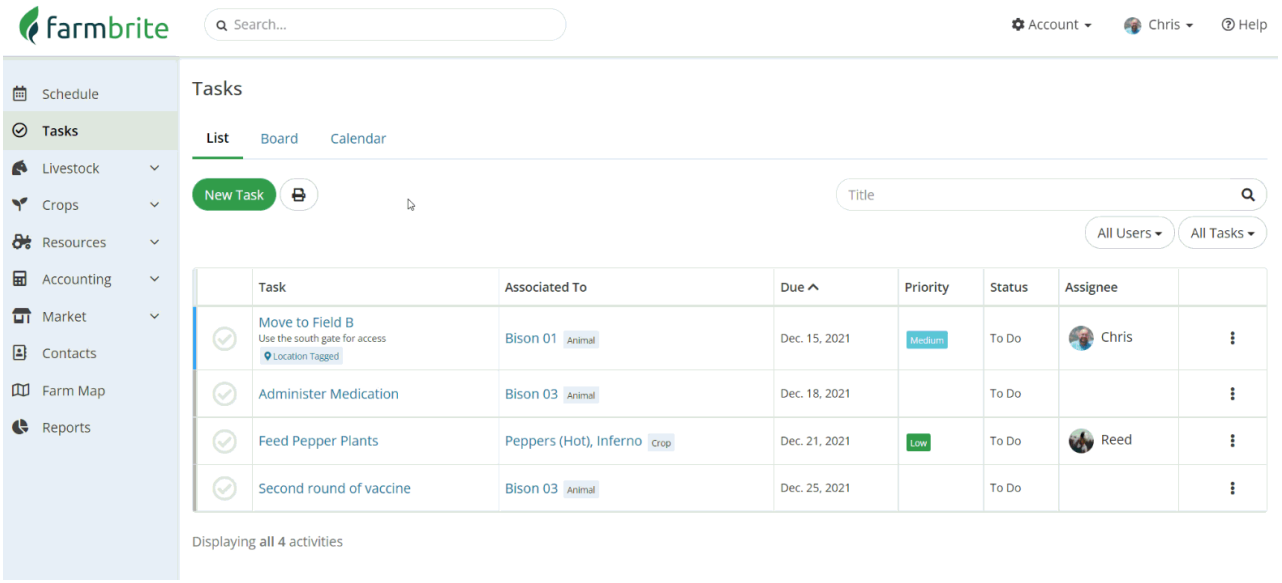
Statuses To Track Your Progress

Last Modified on 09/18/2025 7:04 am MDT

Creating Additional Statuses To Track Your Task Progress

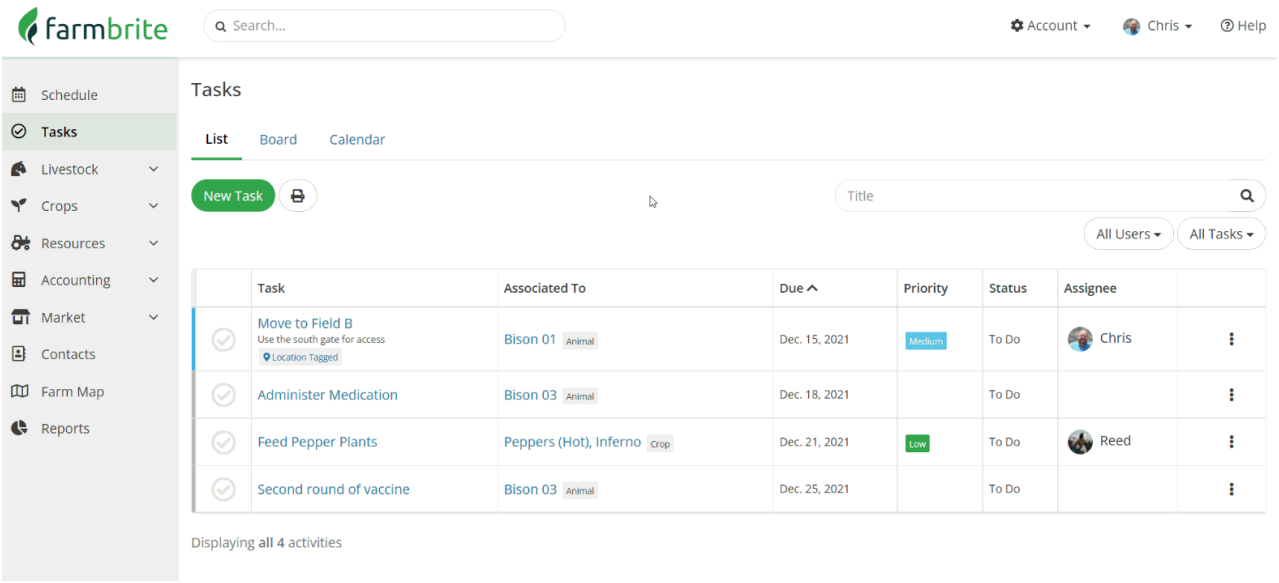
If you're using Tasks to track the work that needs to be done around your farm, you might need additional statuses that go beyond just marking the task as complete. It may help you to track tasks that are Backlogged, still To Do, currently In Progress, or Done. The task statuses you use are customizable to your account, letting you track your work in a way that meets your unique business needs.

When you create your first task, you'll see that you can mark it as either To Do, In Progress, or Done.

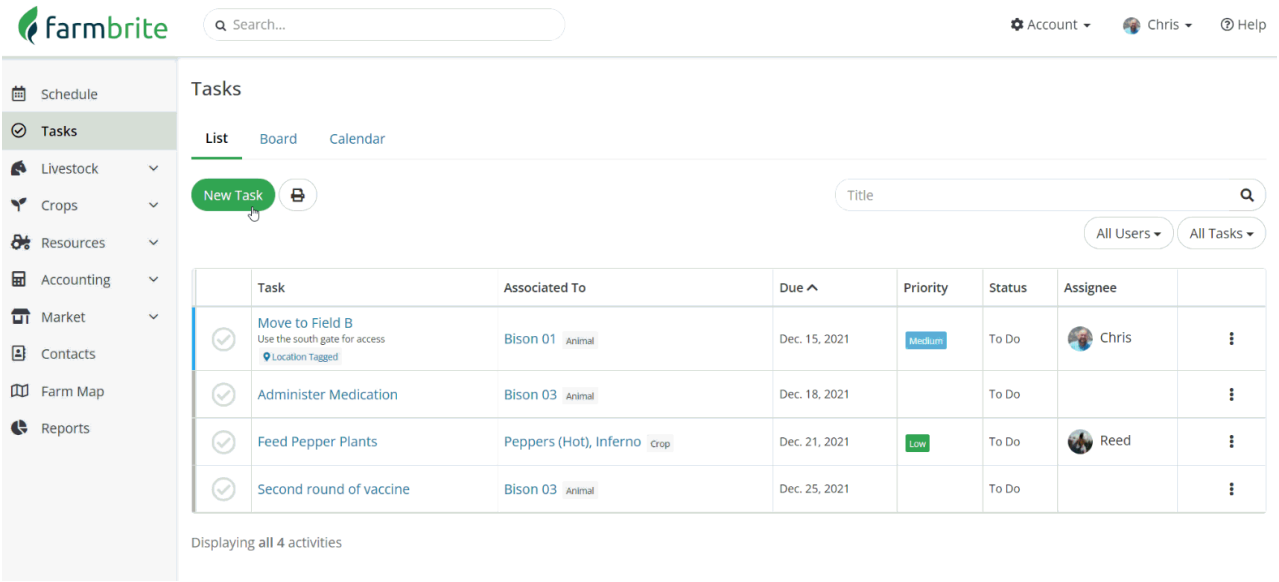


These three default statuses help you track the tasks, but Farmbrite knows that many of your tasks are not that simple, and that you may want to mark something as In Progress to note that it is being worked on, but not yet completed.

To add additional statuses/columns, click your Account Menu in the upper right, and then select Account Information. Once there, scroll to find the section for Tasks Statuses, and add any statuses you'd like to use here. Each status should be on it's own line, so be sure to hit enter to create your line breaks. In our example below, we've create Backlogged, To Do, In Progress, and Done as our four statuses. Once you've added your statuses, click Save Settings in the bottom right.



Navigate back to your Tasks page, and you'll see your new statuses. You can use them when editing and existing task, or creating a new one. You'll also see them added as columns on your Board View.



What other statuses/columns would you create for your unique needs? Reach out to us and let us know, we are always interested in learning about the customized ways you use Farmbrite to run your business!