

Master Deadline Schedule

6/16/2014

Tuesday N-R Deadlines

	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
Display Advertising Deadline				5:00 PM		
Preliminary Legal Figure to Graphics					8:00 AM	
Connections Dummy to Racheal					10:00 AM	
Main Dummy to Ossie					10:00 AM	
Milestones to Graphics	9:00 AM					
Connections Ads to Graphics	12:45 PM					
Connections News to Graphics	12:45 PM					
Classified & Legals to Graphics	11:00 AM					
Obits to Graphics	12:00 PM					
Obits to News	1:00 PM					
Connections (B) to OLI	1:30 PM					
Main/Sports Ads Released to Graphics	3:00 PM					
News to Graphics	4:30 PM					
Main (A) to OLI	5:30 PM					
Insert Spreadsheet to N-R & OLI					9:30 AM	
Color Run Sheet w/ Press Run to OLI					2:00 PM	
N-R Mail & Single Copy Information to OLI	1:00 PM					
News-Register Finished	10:00 PM					

Friday N-R Deadlines

	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
Display Advertising Deadline		5:00 PM				
Preliminary Legal Figure to Graphics			8:00 AM			
Connections Dummy to Racheal			10:00 AM			
Main Dummy to Ossie			10:00 AM			
Milestones to Graphics				9:00 AM		
Connections Ads to Graphics				12:45 PM		
Connections News to Graphics				12:45 PM		
Classified & Legals to Graphics				11:00 AM		
Obits to Production				12:00 PM		
Obits to News				1:00 PM		
Connections (B) to OLI				1:30 PM		
Main/Sports Ads Released to Graphics				3:00 PM		
News to Graphics				4:30 PM		
Main (A) to OLI				5:30 PM		
Insert Spreadsheet to N-R & OLI		9:30 AM				
Color Run Sheet w/ Press Run to OLI			2:00 PM			
N-R Mail & Single Copy Information to OLI	1:00 PM			1:00 PM		
News-Register Finished				10:00 PM		

Tuesday Post Deadlines

	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
Display Advertising Deadline		5:00 PM				
Post Dummy to Racheal			10:00 AM			
Color Run Sheet w/ Press Run to OLI					9:30 AM	
Classified to Graphics					11:00 AM	
Display Advertising to Graphics					12:00 PM	
Post News to Graphics					12:30 PM	
Post to OLI					1:00 PM	
Insert Spreadsheet to N-R & OLI			9:30 AM			
Post Mail Information to OLI			4:00 PM			
Delivery to Post Office		11:00 AM				