

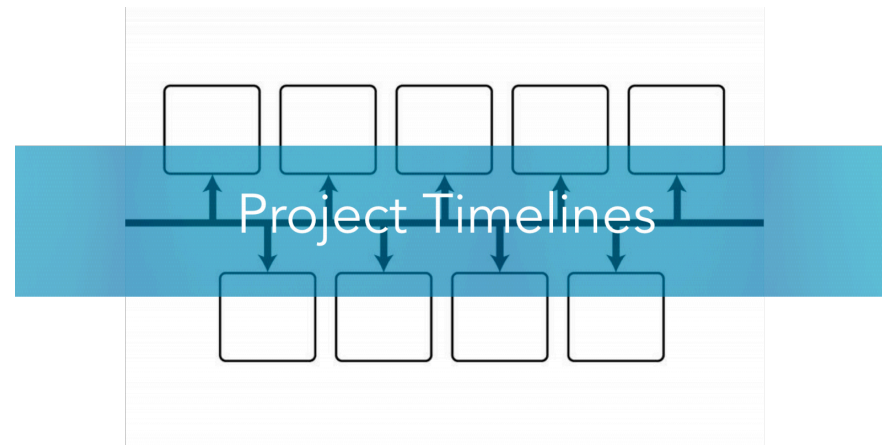
Project Timelines and Gantt Charts

Elana Peach-Fine and David Miller

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Project Timelines

- A project timeline is the core element of project implementation
- Captures what a project will accomplish
- Comprehensive, accurate timelines are key to project success



Timeline Elements

- List of tasks to be completed
- The dates on which the tasks need to be complete
- The expected duration of each task
- Dependencies between tasks



Creating a timeline

- Start with the list of deliverables and tasks
- Break tasks into sub-tasks
- Estimate time needed to complete each task
- Identify dependencies among sub-tasks
- Distribute across a real time-scale

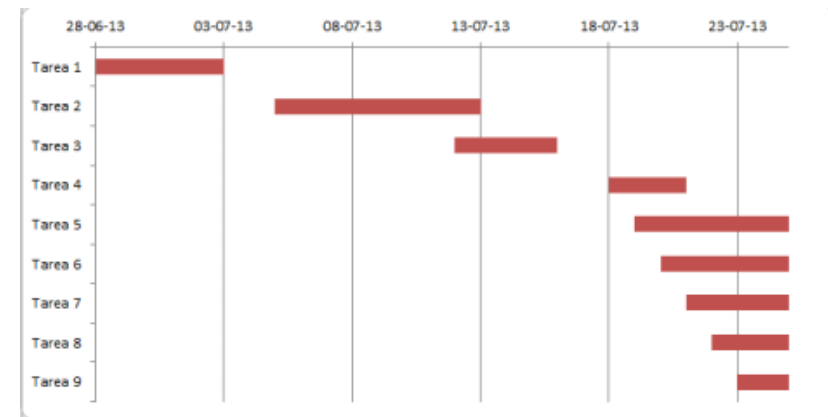
Timeline

- Pick an activity identified in your logframe
- Identify all subtasks within the activity
- Identify who is principally responsible for each subtask
- Identify, start date, duration and completion



Gantt Chart

- The Gantt chart is a specialized timeline that provides an easy-to-grasp visualization of the project.
- It is a graphical representation of the necessary time needed for different tasks during a set period of time.
- It shows the beginning and end of different activities and may group them by objectives.



Gantt Chart

Advantages

- Easy to use
- Wholistic visual representation of a project
- Easy to use and adjust
- Clearly communicates activities that should be done

Disadvantages

- Does not show dependencies or relationships between activities
- Doesn't show who is responsible for each activity
- It is difficult to use in a way that measures progress.
- All activities listed equally, does not highlight activities of greater importance.

Creating a Gantt Chart

- Adaptive Gantt Chart:
<https://www.youtube.com/watch?v=00s5efQWrgU>
- Basic Clean Gantt Chart
<https://www.youtube.com/watch?v=-oD50HSBBBI>



Other programs for project management



What are they?

Aplicaciones de código abierto de escritorio	PM	C	IT	PPM	RM	DM
KPlato	PM				RM	
Planner	PM				RM	
OpenProj	PM				RM	
ProjectLibre	PM				RM	
Aplicaciones de código abierto tipo web	PM	C	IT	PPM	RM	DM
Bugzilla			IT			
dotProject	PM		IT			DM
eGroupware	PM	C	IT	PPM	RM	DM
NavalPlan	PM	C			RM	
Project.net	PM	C	IT	PPM	RM	DM
Redmine	PM	C	IT	PPM		DM
Trac	PM	C	IT			
Aplicaciones propietarias de escritorio	PM	C	IT	PPM	RM	DM
Microsoft Project	PM				RM	
Aplicaciones propietarias tipo web	PM	C	IT	PPM	RM	DM
Bontq	PM	C	IT			DM
JIRA	PM	C	IT			
Microsoft Office Project Server	PM	C	IT	PPM	RM	DM
Mingle	PM	C	IT			

- Each one has different characteristics and costs
- Exhaustive list:
https://en.wikipedia.org/wiki/Comparison_of_project_management_software



	Status	Opportunity	Rep	Sales Stage	Est Value	Dep	Exp Close	Prob	Next Step	Product	Last Co
Closed: 2											
1		Welder Worldwide	Bob	Closed	\$98,000		02/15/12		None	Tracker 5500	
2		Cross Tyme Moving	Jenny	Closed	\$31,000		08/20/12		Negotiate maintenance c	Worldwide Closer	
High Probability: 7											
3		National Freight	Jim	Contract	\$55,000		07/12/12		Resolve contract	Global 2000	
4		Alaska Frontier	Jim	Needs Assess	\$25,000		05/28/12		Send References	Tracker 5500	
5		NW Logistics	Bob	Contract	\$21,000		08/24/12		Review multi-year financi	Tracker 5500	
6		Tinsel Town Trucking	Morgan	Contract	\$16,000		08/31/12		Explain Quote	Logistics Master	
7		Cordenroy Shipping	Bob	Contract	\$14,000		05/03/12		Negotiate maintenance c	Tracker 5500	
8		Leessan Maierick	Morgan	Contract	\$13,000		08/31/12		Review multi-year financi	Worldwide Closer	
9		Gordon National Services	Morgan	Needs Assess	\$5,000		06/25/12		Re-engage	Tracker 5500	
Medium Probability: 4											
10		Tropic Ranger	Bob	Quote	\$90,000		05/09/12		Provide Reference	Logistics Master	
11		Atlantic Crossing	Jenny	Quote	\$49,000		08/11/12		Explain Quote	Tracker 5500	
12		Flipstone Corp	Morgan	Quote	\$12,000		06/09/12		Explain Quote	Global 2000	
13		Horizon Transport Inc.	Morgan	Quote	\$9,000		05/09/12		Interview Field Personnel	Tracker 5500	
Low Probability: 8											
14		Queens Mass Moving	Jim	Quote	\$64,000		06/09/12		Talk with CFO	Tracker 5500	
15		Transland Shipping Corp	Jenny	Contract	\$57,000		07/16/12		Interview Field Personnel	Worldwide Closer	
16		Telestar Navato	Jim	Quote	\$27,000		04/29/12		Re-engage	Logistics Master	
17		Rob & Tadi Inc.	Morgan	Needs Assess	\$19,000		07/16/12		Send References	Tracker 5500	

What other programs or techniques have you used to organize your project tasks?

