Project scheduler GANTT chart

The purpose of the chart is to map what’s happening when, the busy periods and who is involved.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **Week 1** | | | | | **Week 2** | | | | | **Week 3** | | | | |
| **Tasks** | **Stakeholders** | 20/4 | 20/4 | 24/4 | 21/4 | 22/4 | 23/4 | 24/4 | 21/4 | 22/4 | 23/4 | 24/4 | 21/4 | 22/4 | 23/4 | 24/4 |
| **Task 1** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Task 2** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Task 3** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Task 4** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Task 5** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

\*You can do this by individual days, weeks or months – depending on the length of the project.