

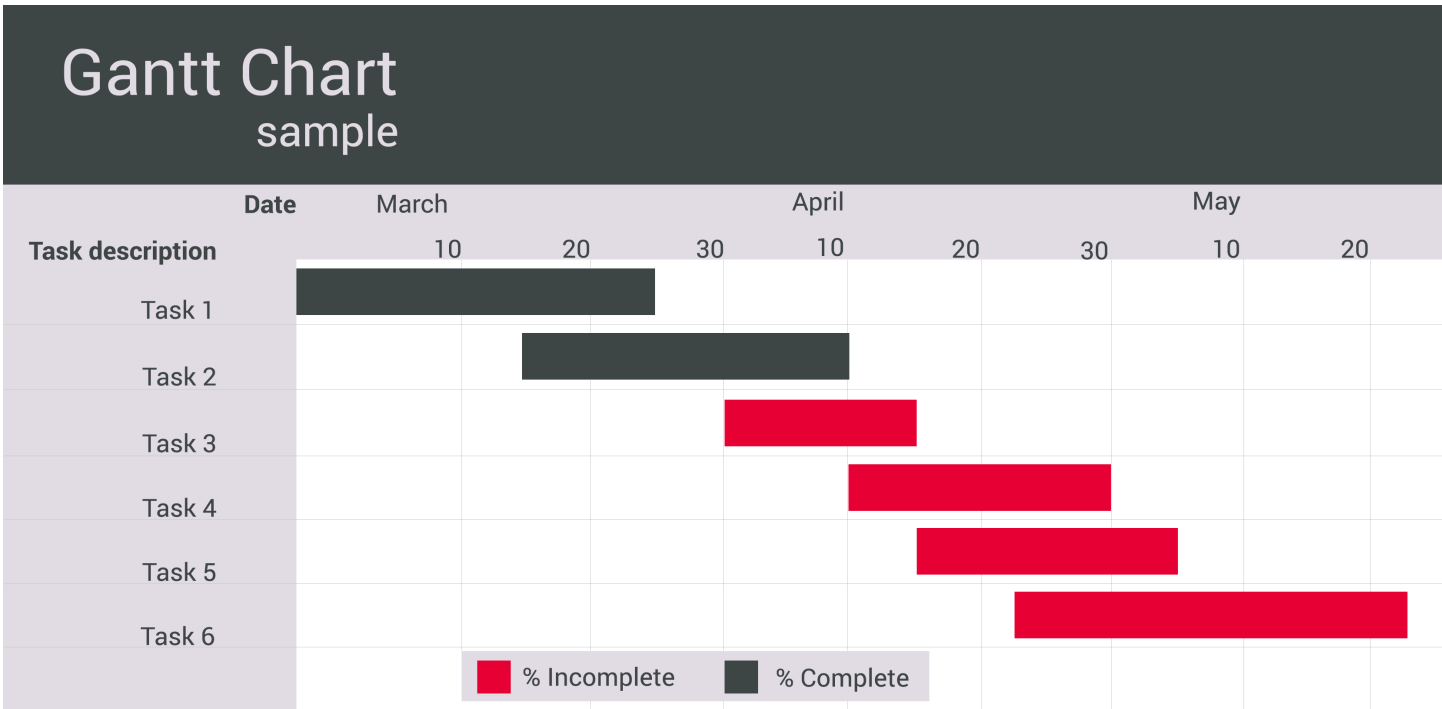
NAME
Gantt Chart

ACCREDITED TO
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INTRODUCTION

A gantt chart is a diagram that shows you what has to be done (the activities) and within what timeframe (the schedule). It can also be extended to include task owners and relations between tasks. It is used for effective and timely project management.



NOTES

The gantt chart, commonly used in project management, is one of the most popular and useful ways of showing activities (tasks or events) displayed against time. On the left of the chart is a list of the activities and along the top is a suitable time scale. Each activity is represented by a bar; the position and length of the bar reflects the start date, duration and end date of the activity.

A gantt chart can be created with Microsoft Project or with other specialised project management software.

A gantt chart allows you to see at a glance:

- What the various activities are
- When each activity begins and ends
- How long each activity is scheduled to last
- Where activities overlap with other activities, and by how much
- The start and end date of the whole project
- Dependencies between activities
- The resource allocated to activities (human resource and financial resource) – in more advanced software

USEFUL LINKS

- <http://www.gantt.com/>