# BASIC GANTT CHART

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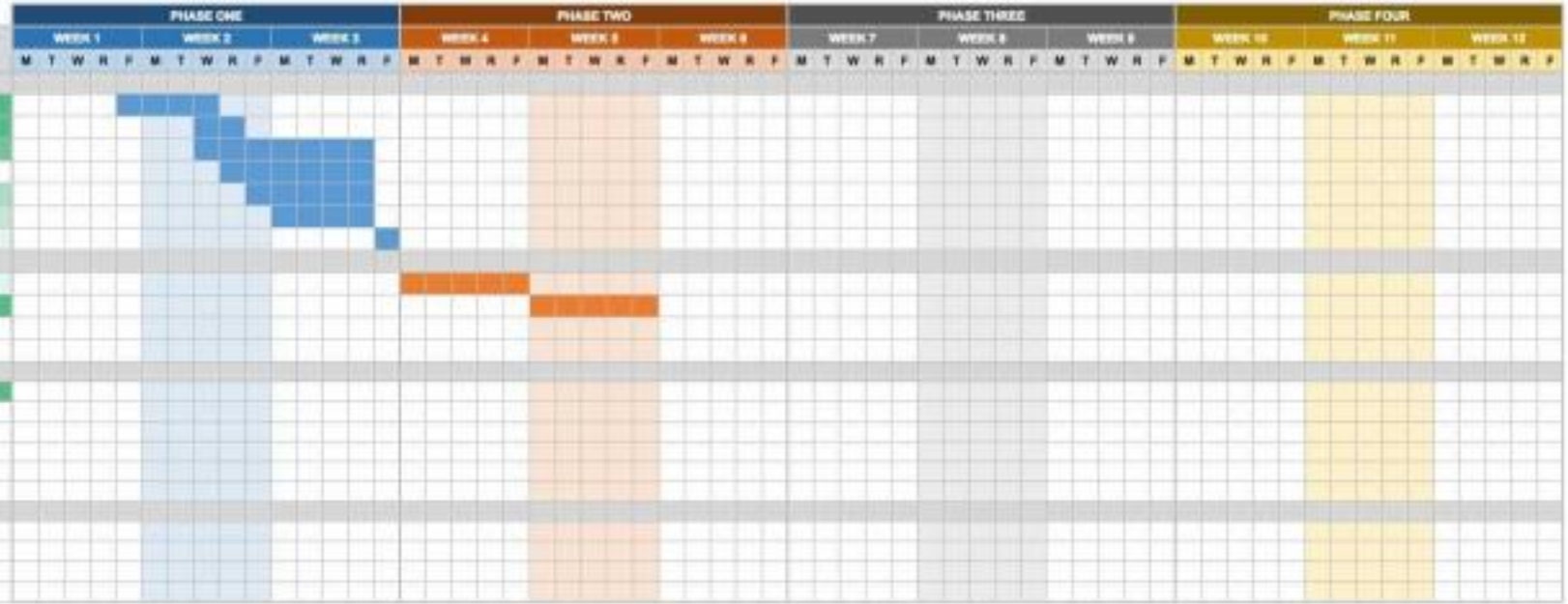
|---|---|---|---|
| PROJECT TITLE | | COMPANY NAME | |
| PROJECT MANAGER | | DATE | |

| TASK ID | TASK TITLE | TASK OWNER | START DATE | DUE DATE | DURATION | PCT OF TASK COMPLETE |
|---|---|---|---|---|---|---|
| 1 | Project Conception and Initiation | | | | | |
| 1.1 | Project Charter | Leon W | 3/12/2017 | 3/15/2017 | 4 | 100% |
| 1.1.1 | Project Charter Revisions | Kylie R | 3/15/2017 | 3/16/2017 | 2 | 100% |
| 1.2 | Research | Pete S | 3/16/2017 | 3/21/2017 | 7 | 80% |
| 1.3 | Projections | Steve L | 3/16/2017 | 3/22/2017 | 7 | 40% |
| 1.4 | Stakeholders | Allen W | 3/17/2017 | 3/22/2017 | 7 | 70% |
| 1.5 | Guidelines | Malik M | 3/19/2017 | 3/22/2017 | 7 | 60% |
| 1.6 | Project Initiation | Malik M | 3/23/2017 | 3/23/2017 | 1 | 50% |
| 2 | Project Definition and Planning | | | | | |
| 2.1 | Scope & Goal Setting | Steve L | 3/24/2017 | 3/28/2017 | 5 | 0% |
| 2.2 | Budget | Allen W | 3/29/2017 | 4/3/2017 | 5 | 30% |
| 2.3 | Communication Plan | Malik M | | | | 0% |
| 2.4 | Risk Management | Malik M | | | | 0% |
| 3 | Project Launch and Execution | | | | | |
| 3.1 | Status & Tracking | Pete S | | | | 40% |
| 3.2 | KPIs | Leon W | | | | 0% |
| 3.2.1 | Monitoring | Kylie R | | | | 0% |
| 3.2.2 | Forecasts | Kylie R | | | | 0% |
| 3.3 | Project Updates | Pete S | | | | 0% |
| 3.3.1 | Chart Updates | Malik M | | | | 0% |
| 4 | Project Performance / Monitoring | | | | | |
| 4.1 | Project Objectives | Steve L | | | | 0% |
| 4.2 | Quality Deliverables | Allen W | | | | 0% |
| 4.3 | Effort and Cost Tracking | Malik M | | | | 0% |
| 4.4 | Project Performance | Malik M | | | | 0% |