

Simple Project Schedule Template Example

PROJECT TITLE

Project Beta

PROJECT MANAGER

Aila Kishimoto

START DATE

01/02

END DATE

03/26

PROJECT DURATION

in days

85

WBS NO.	TASK NAME	STATUS	ASSIGNED TO	START DATE	END DATE	DURATION in days	COMMENTS
1	PROJECT CONCEPTION AND INITIATION	Complete	Karl Peter	01/02	02/09	39	
1.1	– Project Charter	In Progress	Makara McLean	01/02	01/11	10	
1.1.1	— Project Charter Revisions	On Hold	Makara McLean	01/07	01/11	5	
1.2	– Research	In Progress	Krisa Ahmed	01/10	02/23	45	
1.3	– Projections	In Progress	Krisa Ahmed	01/10	01/20	11	
1.4	– Stakeholders	Complete	Karl Peter	01/16	01/29	14	
1.5	– Guidelines	In Progress	Karl Peter	01/19	02/01	14	
1.6	– Project Initiation	Complete	Brennan Gardiner	01/22	02/09	19	
2	PROJECT DEFINITION AND PLANNING	Not Started	Aila Kishimoto	01/28	02/14	18	
2.1	– Scope & Goal Setting	Not Started	Brennan Gardiner	01/28	02/06	10	
2.2	– Budget	Not Started	Makara McLean	01/31	02/02	3	
2.3	– Communication Plan	Not Started	Krisa Ahmed	02/04	02/12	9	
2.4	– Risk Management	Not Started	Krisa Ahmed	02/06	02/14	9	
3	PROJECT LAUNCH & EXECUTION	In Progress		02/18	03/24	38	
3.1	– Status & Tracking	Complete		02/18	02/20	3	

