

Project Schedule



Project Title: _____

Prepared by: _____

Date / Project #: _____

Item #	Project Work To Be Done	Start Date	Finish Date	Estimated Duration		Resources Required
1	Initiate Project					
	Develop project charter	6/1/18	6/5/18		4	Core Team
	Define Scope	6/1/18	6/1/18		1	Core Team
	Define Requirements	6/1/18	6/8/18		6	Core Team
	Identify Roles	6/1/18	6/1/18		1	Core Team
	Development Project Planning Checklist	6/1/18	6/3/18		2	Core Team
	Finalize Charter and get approvals	6/8/18	6/12/18		4	Project Manager
2	Plan Project					
	Development Work Breakdown Structure	6/12/18	6/16/18		4	Core/Development Team
	Determine resource requirements	put your dates here	put your dates here		2	Core/Development Team
	Develop Task Lists with Dates (POA&M)	put your dates here	put your dates here		?	Core/Development Team
	Develop Project Schedule	put your dates here	put your dates here		?	Core/Development Team
	Develop Project Management Plan	put your dates here	put your dates here		?	Core/Development Team
	Develop Communication Plan	put your dates here	put your dates here		?	Core/Development Team
	Develop Procurement Plan	put your dates here	put your dates here		?	Core/Development Team
	Develop Risk Management Plan	put your dates here	put your dates here		?	Core/Development Team
	Develop Design Plans	put your dates here	put your dates here		?	Core/Development Team
	Develop User Acceptance Plans	put your dates here	put your dates here		?	Core/Development Team
3	Execute and Control Project					
	Develop Design Framework	put your dates here	put your dates here		?	Development Team
	Review Design Framework	put your dates here	put your dates here		?	Development Team
	Build Design	put your dates here	put your dates here		?	Development Team
	Test Design	put your dates here	put your dates here		?	Testing Team
	Implement Design	put your dates here	put your dates here		?	Development Team
	Conduct In-Progress Reviews	put your dates here	put your dates here		?	Core Team
	Status Reporting	put your dates here	put your dates here		?	Core Team
4	Close the Project					
	Develop Project Closure Document	put your dates here	put your dates here		?	Core Team
	Get Project Closure Document approvals	put your dates here	put your dates here		?	Core Team
	Celebrate success	put your dates here	put your dates here		?	Entire Team