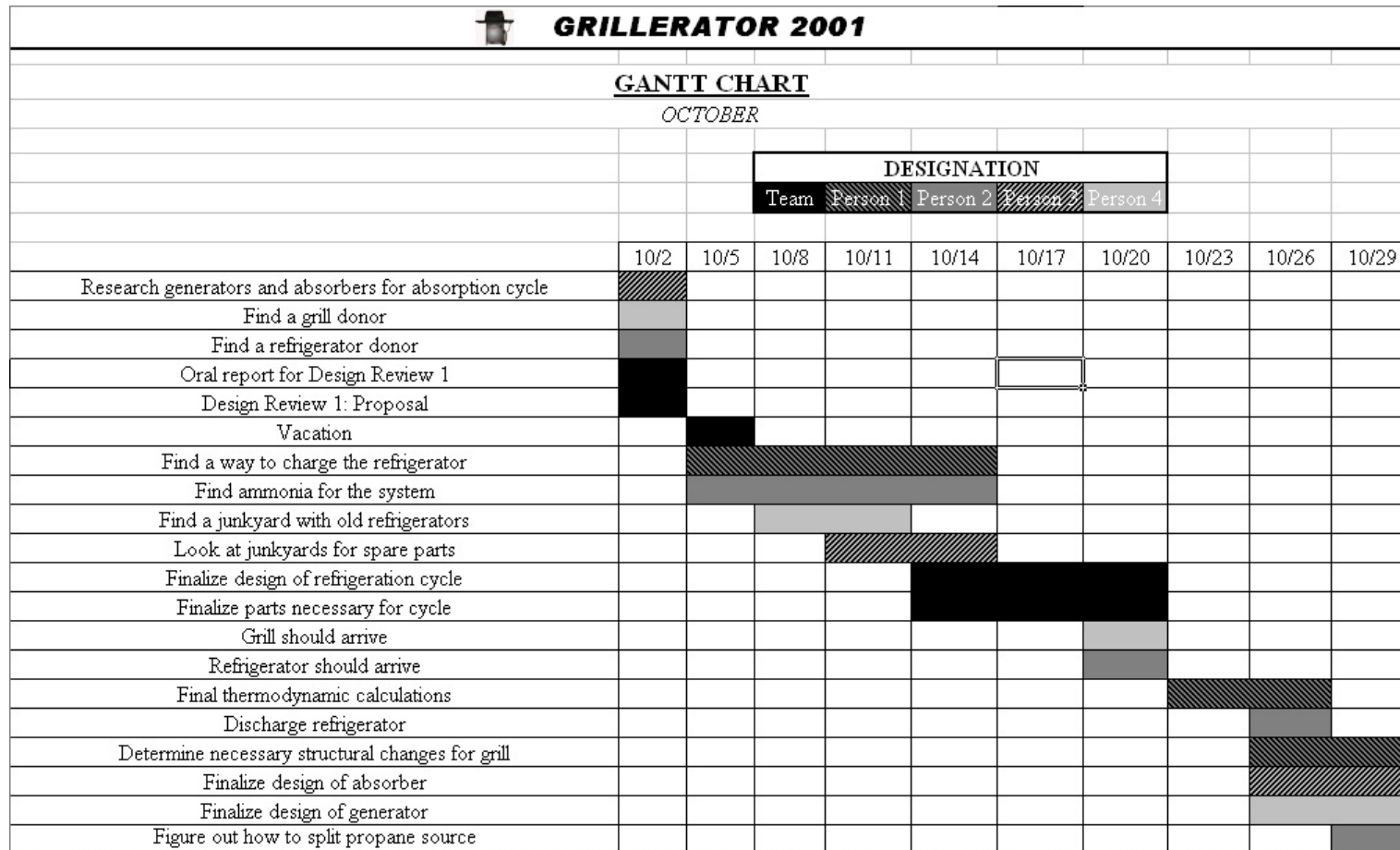


ME450: GANTT CHART WORKSHEET

The basic purpose of a Gantt Chart is to break a large project into a series of smaller tasks in an organized way. The information in the chart will show when each task should begin and how long it should take. The left-most column lists each of the tasks in chronological order according to their start time. The remaining columns show the timeline (shown here in weeks, but use whatever units are convenient for your project). For each row, a task is listed and a line is drawn through the timeline for the weeks during which that task will be addressed. Of course, some tasks take longer than others, so some weeks have more than one associated task.



Above is a sample Gantt Chart from a previous ME 450 team working on a combination grill / refrigerator. Obviously, the tasks they list are very specific to their project, but this should give you an idea of what a typical Gantt Chart looks like. Also, notice how they used a key to notate which tasks are accomplished by the team and which are accomplished by specific members of the team. While this is not necessary, it may be useful for some of you.



Team Name: _____

[illegible]