Project Timeline for Web-Based IT Supervisor Portfolio

Gantt Chart Assignment

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Project start: **Sun, 5-25-2025**

Display week **1**

TASK	PROGRESS	START	END	DAYS	Progress
Milestone 1 – Communication & Coaching (June)	**100%**	**5-25-25**	**6-30-25**	**36**	**Fully Executed**
1. Develop Executive Proposal Document	100%	5-25-25	5-31-25	7	Executed
2. Create Leadership Vision Statement	100%	6-1-25	6-8-25	8	Executed
3. Assemble Coaching Templates	100%	6-9-25	6-17-25	9	Executed
4. Design Performance Review & Feedback Forms	100%	6-18-25	6-22-25	5	Executed
5. Upload Communication Tools to Leadership Toolkit Page	100%	6-23-25	6-30-25	8	Executed
Milestone 2 – KPIs, Budget & Leadership (July)	**100%**	**7-1-25**	**7-21-25**	**20**	**Fully Executed**
1. Design and Build KPI Dashboard	100%	7-1-25	7-5-25	5	Executed
2. Create Mini Budget Allocation Charts	100%	7-6-25	7-10-25	5	Executed
3. Build Team Leadership and HR Templates Page	100%	7-11-25	7-14-25	4	Executed
4. Upload KPI and Budget Tools to Website	100%	7-15-25	7-18-25	4	Executed
5. Internal Review and Functionality Testing	100%	7-19-25	7-21-25	3	Executed
Milestone 3 – Ethics, Culture & Final Integration (August)	**56%**	**7-22-25**	**8-14-25**	**23**	**Yet to Launch**
1. Draft Ethics & Cultural Diversity Statement	100%	7-22-25	7-25-25	4	Executed
2. Integrate Ethics Plan and Support Processes	100%	7-26-25	7-29-25	4	Executed
3. Final Website Design, Review, and Publishing	25%	7-30-25	8-9-25	11	Working on it
4. Record & Upload Final Video Presentation	0%	8-10-25	8-14-25	5	Upcoming

■ Completed

■ Tasks not yet finished

APA Citation:

Panchal, F., & Khokrale, S. (2024). Effective Project Management with SAP Project System (PS): Balancing Scope, Time and Budget Constraints. https://commons.clarku.edu/graduate_school_professional_studies/33/

Wadhwa, K. (2024). The Role of Gantt Chart in the Project Management. https://www.theseus.fi/handle/10024/865913

Note. Adapted from Panchal and Khokrale (2024) and Wadhwa (2024).

TASK	PROGRESS	START	END	DAYS	Progress

| 26 | 27 | 28 | 29 | 30 | 31 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | | T | F | S | S | M | T | ### | T | F | S |