

Aim: To Study Project Scheduling using Gantt Chart in ClickUp

Theory:

Project Scheduling

A project schedule is a structured timeline that outlines tasks, milestones, deadlines, and resources required for project completion. It helps project managers plan and organize activities, allocate resources efficiently, set realistic timelines, and track progress. A welldefined project schedule ensures that:

- Tasks are completed on time.
- Resources are managed effectively.
- Team coordination is improved.
- Potential delays or issues are identified early, allowing for timely adjustments.

Gantt Chart

A Gantt chart is a widely used project management tool that visually represents a project schedule. It displays tasks or activities along a timeline, making it easier to track progress.

- The **left side** of the chart lists project activities.
- The **top side** represents the timeline.
- Each task is shown as a horizontal bar, where the **position and length** of the bar indicate the task's **start date, duration, and end date**.

Project Scheduling in IT Development (Demo in ClickUp)

For our project, we implemented **project scheduling** in an **IT development context** as a demonstration. Using **ClickUp**, we created a basic task schedule to understand how project management tools work. This helped us grasp:

- Task dependencies and workflow organization.
- How to track progress effectively.
- The importance of setting deadlines and milestones.

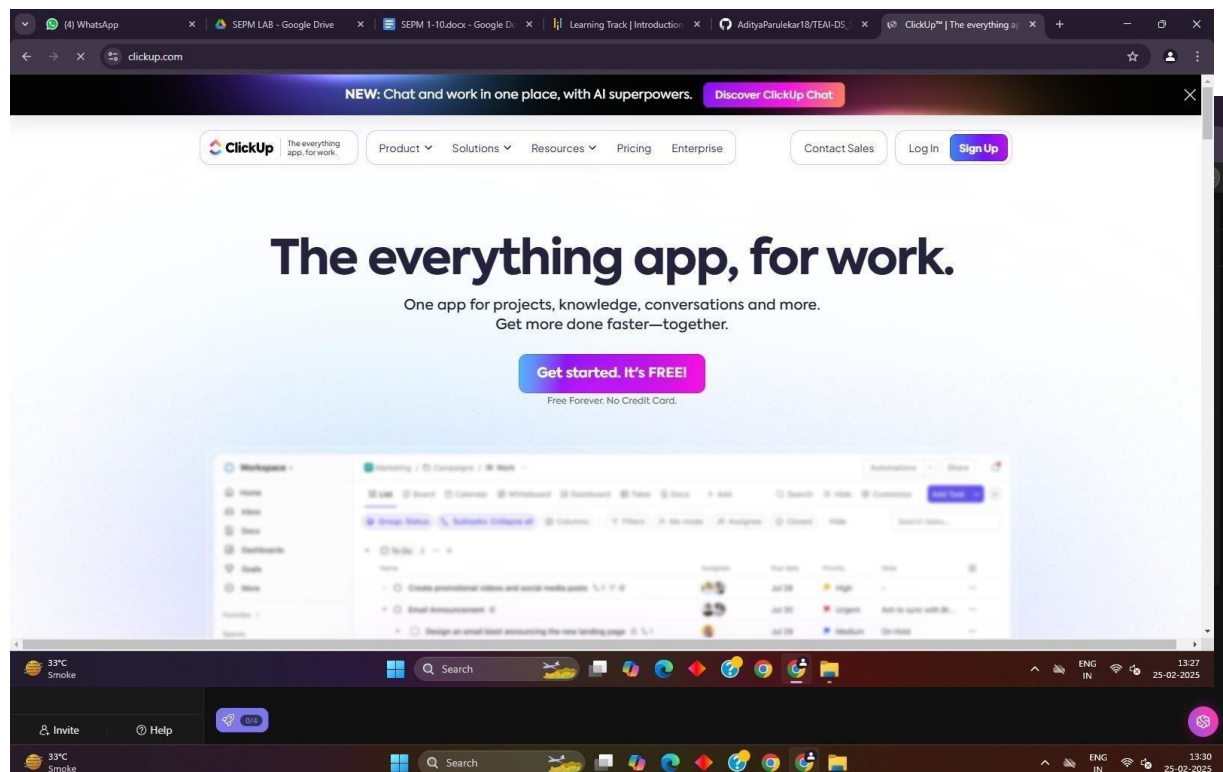
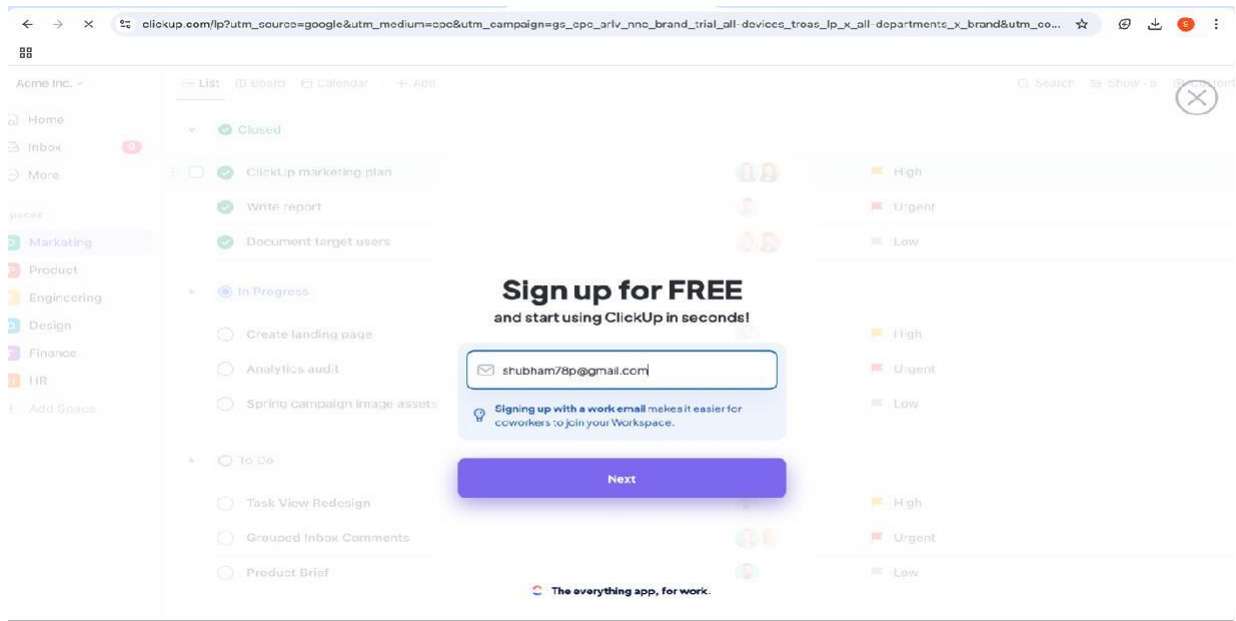
This exercise provided practical insights into project scheduling and how tools like **ClickUp** can enhance productivity in IT projects.

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SCREENSHOTS :-



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The image displays two screenshots of the ClickUp project management interface, illustrating the process of adding and managing tasks within a project space.

Top Screenshot: The interface shows a project space named "Project 2". A modal dialog titled "Getting started" is open, indicating 0% completion. The task list includes:

Name	Assignee	Due date	Priority	Status	Comments
Task 1	Assignee	Due date	Priority	IN PROGRESS	
Task 2	Assignee	Due date	Priority	TO DO	
Task 3	Assignee	Due date	Priority	TO DO	

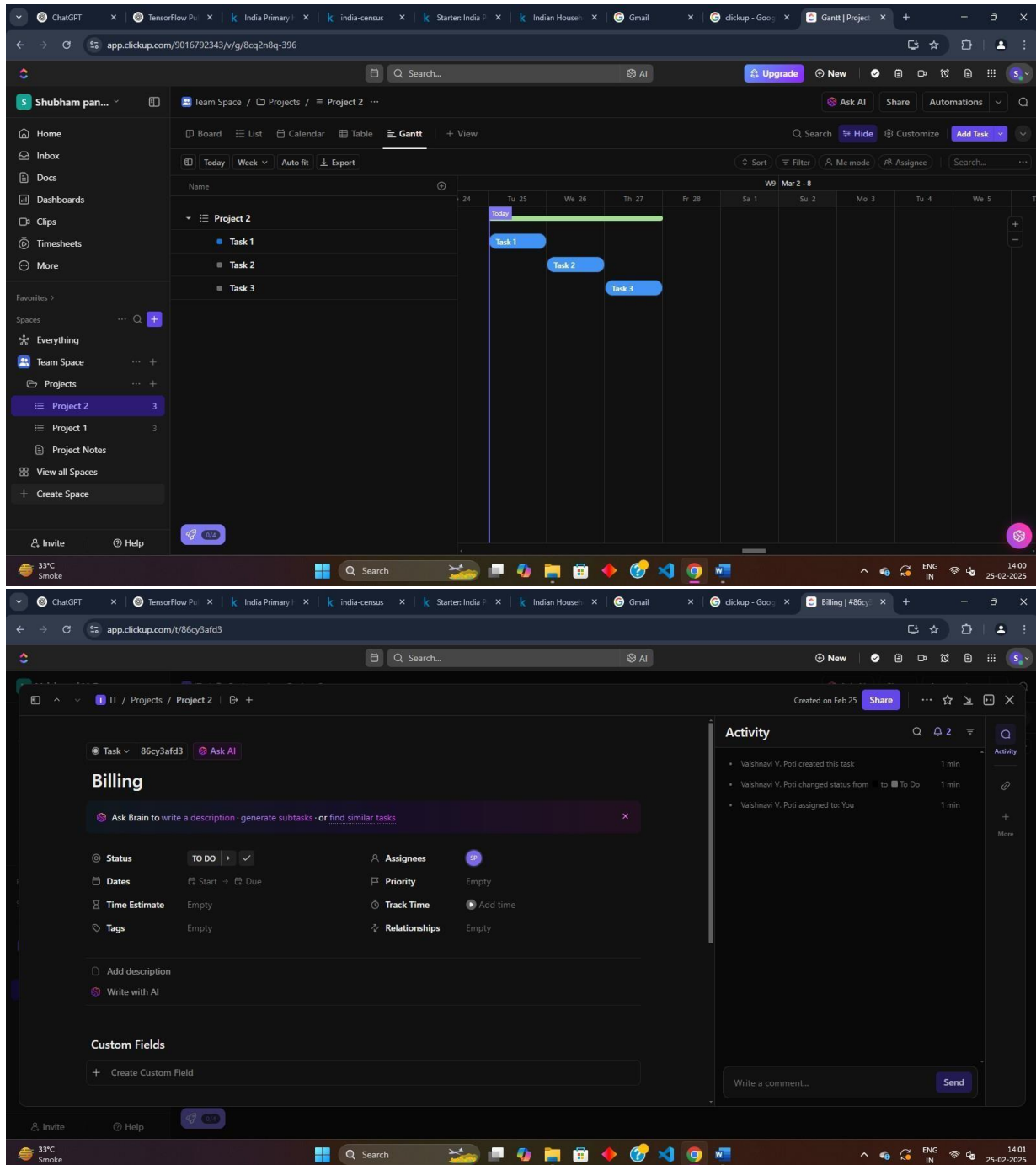
Bottom Screenshot: The modal dialog is closed, and the task list is updated to include Task 3 in the "TO DO" status.

Name	Assignee	Due date	Priority	Status	Comments
Task 1	Assignee	Due date	Priority	IN PROGRESS	
Task 2	Assignee	Due date	Priority	TO DO	
Task 3	Assignee	Due date	Priority	TO DO	

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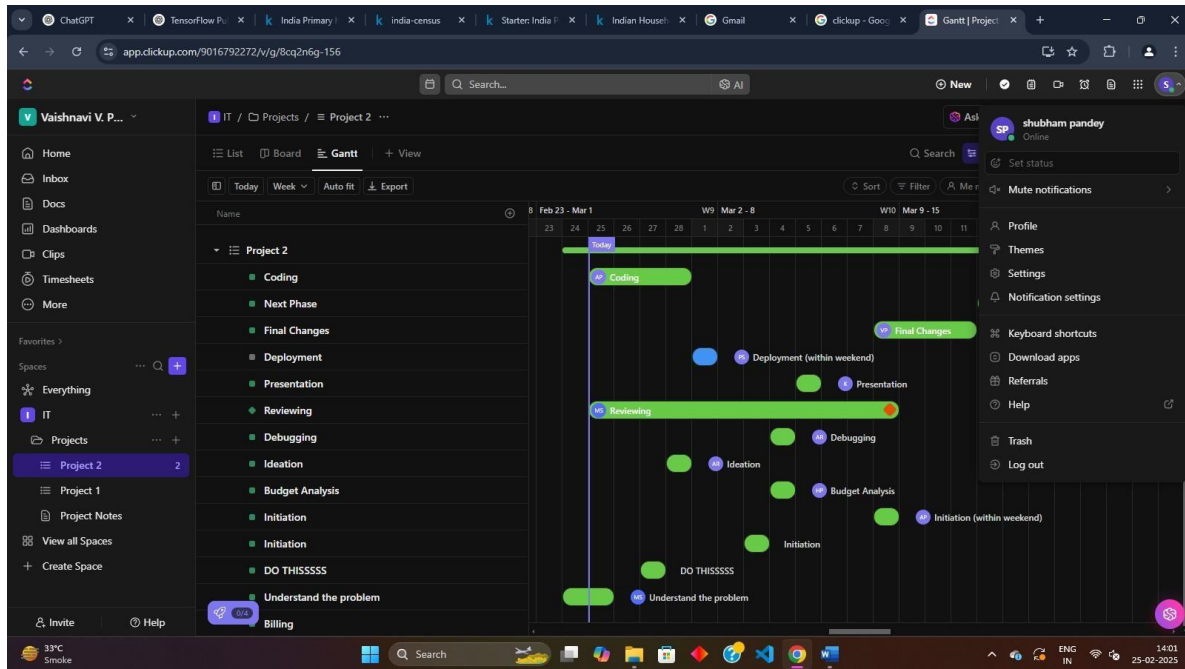
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The top screenshot displays the ClickUp task interface for a task named "Billing" (ID: 86cy3afd3). The task status is "COMPLETE". The interface includes fields for Status, Dates, Time Estimate, Tags, Assignees, Priority, Track Time, and Relationships. An "Activity" panel on the right shows a log of actions: "Vaishnavi V. Poti created this task" (1 min), "Vaishnavi V. Poti changed status from To Do to Complete" (1 min), and "Vaishnavi V. Poti assigned to: You" (1 min). The bottom screenshot shows the ClickUp Gantt chart view for "Project 2". The chart displays a timeline from February 23 to March 15, 2025. Tasks are represented as horizontal bars with start and end dates. The tasks shown are: "Coding" (Feb 23 - Feb 24), "Reviewing" (Feb 23 - Feb 24), "Deployment (within weekend)" (Feb 24 - Feb 25), "Final Changes" (Feb 24 - Feb 25), "Presentation" (Feb 24 - Feb 25), "Debugging" (Feb 24 - Feb 25), "Ideaation" (Feb 24 - Feb 25), "Budget Analysis" (Feb 24 - Feb 25), "Initiation" (Feb 24 - Feb 25), "DO THISSSSS" (Feb 24 - Feb 25), "Understand the problem" (Feb 24 - Feb 25), and "Billing" (Feb 24 - Feb 25). The chart also includes a "Next Phase" task starting on Feb 25.

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The image displays two screenshots of the ClickUp web application interface. The top screenshot shows a project named 'Project 2' with a list of tasks. A dropdown menu is open for the 'IN PROGRESS' status, showing options like 'NOT STARTED', 'TO DO', 'ACTIVE', 'IN PROGRESS', and 'COMPLETE'. The bottom screenshot shows the same project view with a different set of tasks listed under 'IN PROGRESS' and 'TO DO'.

Top Screenshot: Project 2 - IN PROGRESS

Name	Assignee	Due date	Priority
Coding	AP		
Reviewing	MS		
Deployment	PS		
Final Changes	VP		
Presentation	K		

Bottom Screenshot: Project 2 - IN PROGRESS

Name	Assignee	Due date	Priority
Coding	AP		
Reviewing	MS		
Deployment	PS		
Final Changes	VP		
Presentation	K		

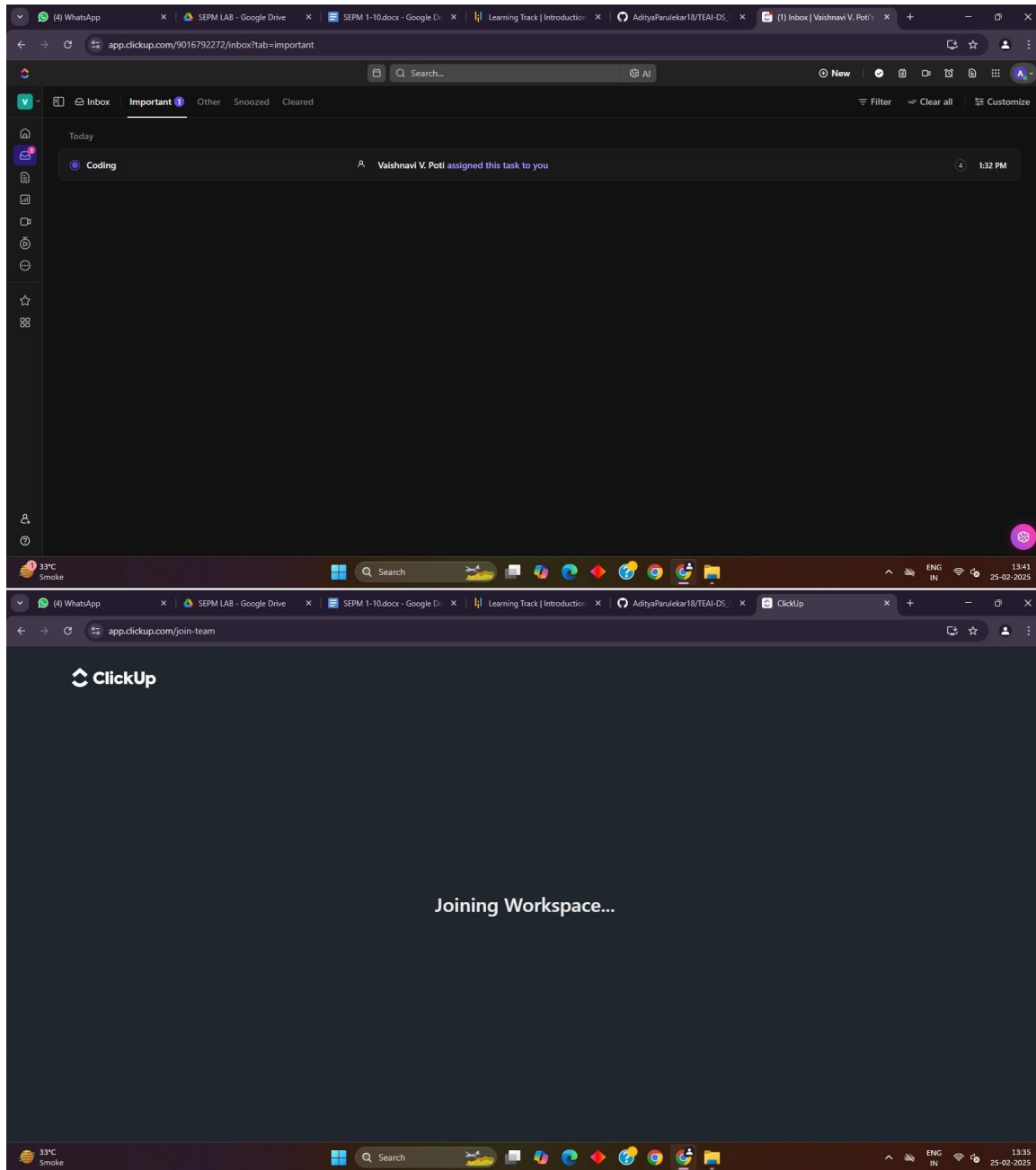
TO DO

Name	Assignee	Due date	Priority
Task 2	Pe		
Task 3	Pe		

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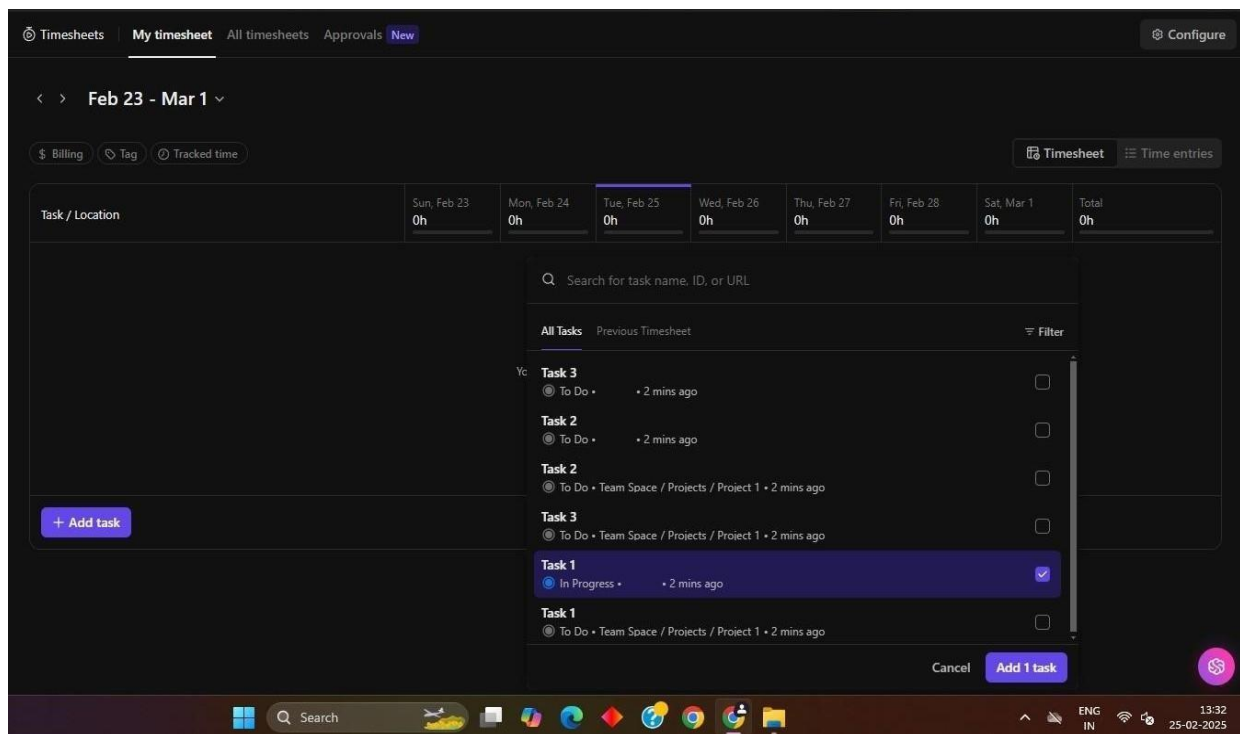
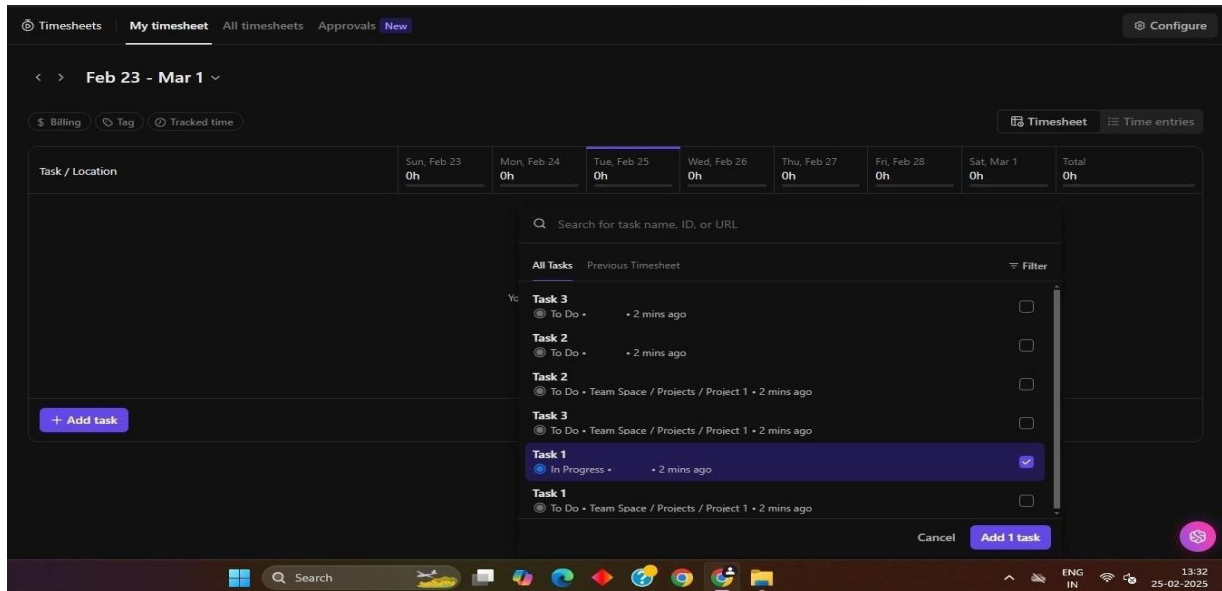
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Conclusion: Thus, we have successfully studied and implemented Project Scheduling using Gantt Chart in ClickUp.