Gantt Chart - Project Timeline for Web-Based IT Supervisor Portfolio

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						May 26, 2025	Jun 2, 2025	Jun 9, 2025	Jun 16, 2025	Jun 22, 2025	Jun 29, 2025	Jul 6, 2025	Jul 13, 2025	
TASK	PROGRESS	START	END	Completio n Status			1 2 3 4 5 6 7 3 M T W T F S	8 9 10 11 12 13 14 15 S M T W T F S S	16 17 18 18 19 20 21 M T W W T F S				13 14 15 16 17 18 S M T ### T F	_
Milestone 1 – Coaching & Communication Toolkit Developmen	t (June)						' ' ' ' ' ' ' ' '				' ' ' ' ' ' ' ' ' '			
Review leadership philosophy & coaching goals	100%	5/26/25	5/27/25	2	Completed									
Draft coaching templates and communication forms	100%	5/28/25	6/4/25	8	Completed									
Design conversation frameworks for teams	100%	6/5/25	6/14/25	10	Completed									
Develop coaching section page layout	100%	6/15/25	6/20/25	6	Completed									
Populate communication tools section content	100%	6/21/25	6/24/25	4	Completed									
Final review and initial testing of section	100%	6/25/25	6/29/25	5	Completed									
Milestone 2 – KPI Dashboards, Budget Tracking & Team Lead	ership (July)													
Create initial dashboard wireframe	100%	6/30/25	6/30/25	1	Completed									
Build interactive KPI dashboard	100%	7/1/25	7/1/25	1	Completed									
Develop budget monitoring mini-dashboard	100%	7/2/25	7/2/25	1	Completed									
Prepare visualizations and performance metrics	100%	7/3/25	7/3/25	1	Completed									
Design Team Leadership Templates (HR Focus)	100%	7/4/25	7/4/25	1	Completed									
Write and upload leadership & HR content	100%	7/5/25	7/5/25	1	Completed									
Conduct usability testing for KPI & HR sections	100%	7/6/25	7/6/25	1	Completed									
Milestone 3 – Ethics Plan, Cultural Adaptation & Final Integra	tion (August)													
Write Ethics & Cultural Adaptation Plan	0%	7/7/25	7/10/25	4	Not Started									
Design workflow diagrams and DEI visual content	0%	7/11/25	7/13/25	3	Not Started									
Finalize customer service protocols and layout	0%	7/14/25	7/15/25	2	Not Started									
Integrate all sections and complete website design	0%	7/16/25	7/18/25	3	Not Started									
Record final video presentation & publish full website	0%	7/19/25	7/21/25	3	Not Started									

Project start: Mon, 5/26/2025

Display week 1

_____ Tasks Completed _____ Not Yet started

APA Citation

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