

Experiment no. 8: To Study Project Scheduling using Gantt Chart in Click Up.

Gantt Chart

A Gantt Chart is a visual project management tool used for scheduling tasks over time. It helps teams plan, track, and manage projects by displaying tasks, deadlines, dependencies, and progress in a timeline format.

Gantt Charts in ClickUp

ClickUp provides an intuitive Gantt Chart feature that allows teams to:

- Plan Projects Efficiently → Define timelines and dependencies.
- Track Progress → Monitor task completion visually.
- Adjust Schedules Easily → Drag-and-drop tasks to reschedule.
- Enhance Collaboration → Assign tasks and track workload.

Steps to Create a Gantt Chart in ClickUp

1. Set Up a ClickUp Workspace

1. Sign in to ClickUp or create an account.
2. Create a new project or choose an existing one.

2. Add Tasks and Define Milestones

1. Navigate to the List View and create tasks.
2. Set start and due dates for each task.
3. Define milestones for key project checkpoints.

3. Open the Gantt Chart View

1. Click on the View button and select Gantt Chart.
2. The tasks appear in a timeline format based on their start and due dates.

4. Set Dependencies

1. Click on a task and drag the dependency line to another task.

2. Choose from four types of dependencies:

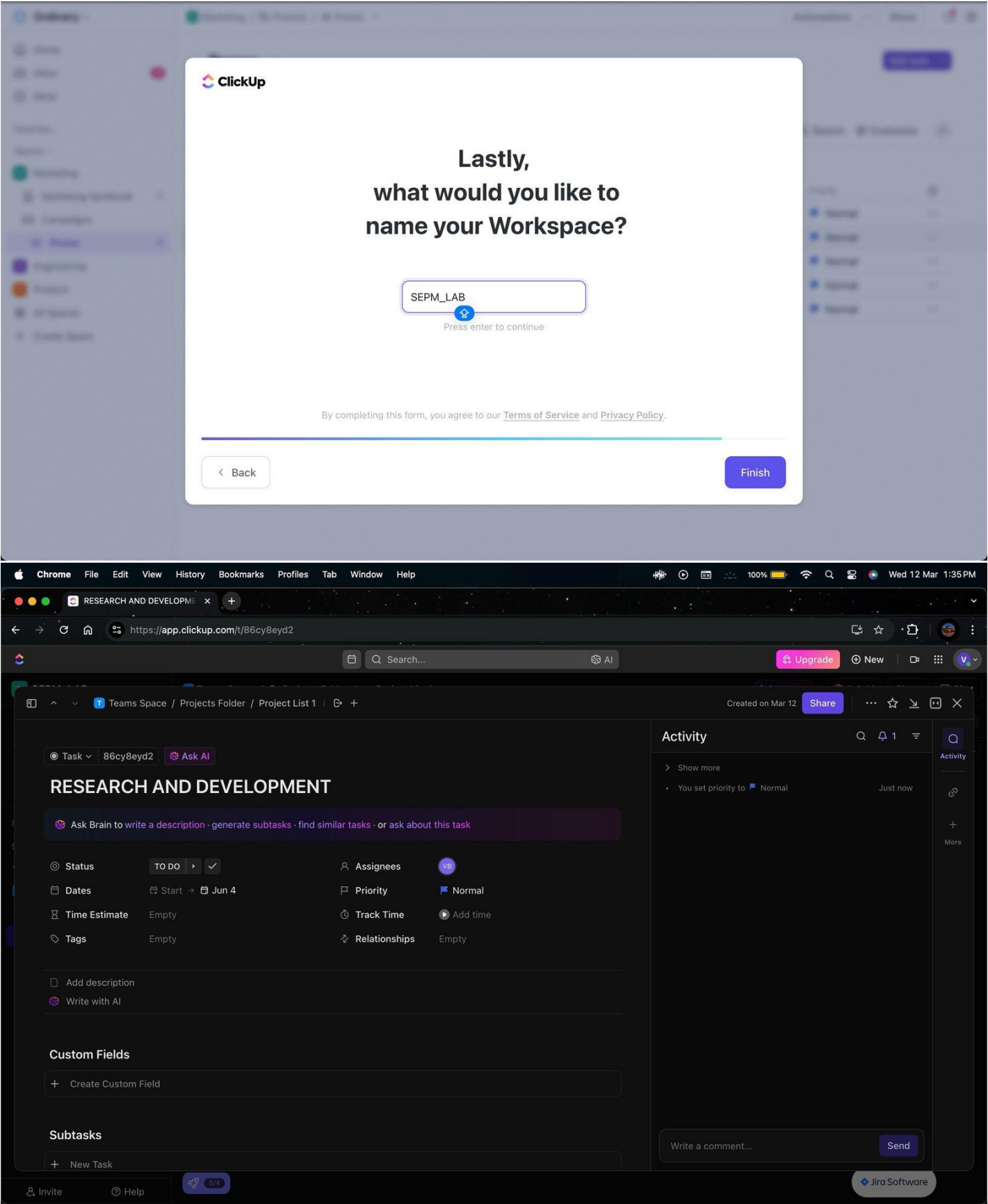
- Finish-to-Start (FS) → Task A must finish before Task B starts.
- Start-to-Start (SS) → Task A and B start at the same time.
- Finish-to-Finish (FF) → Task A and B finish together.
- Start-to-Finish (SF) → Task A must start before Task B finishes.

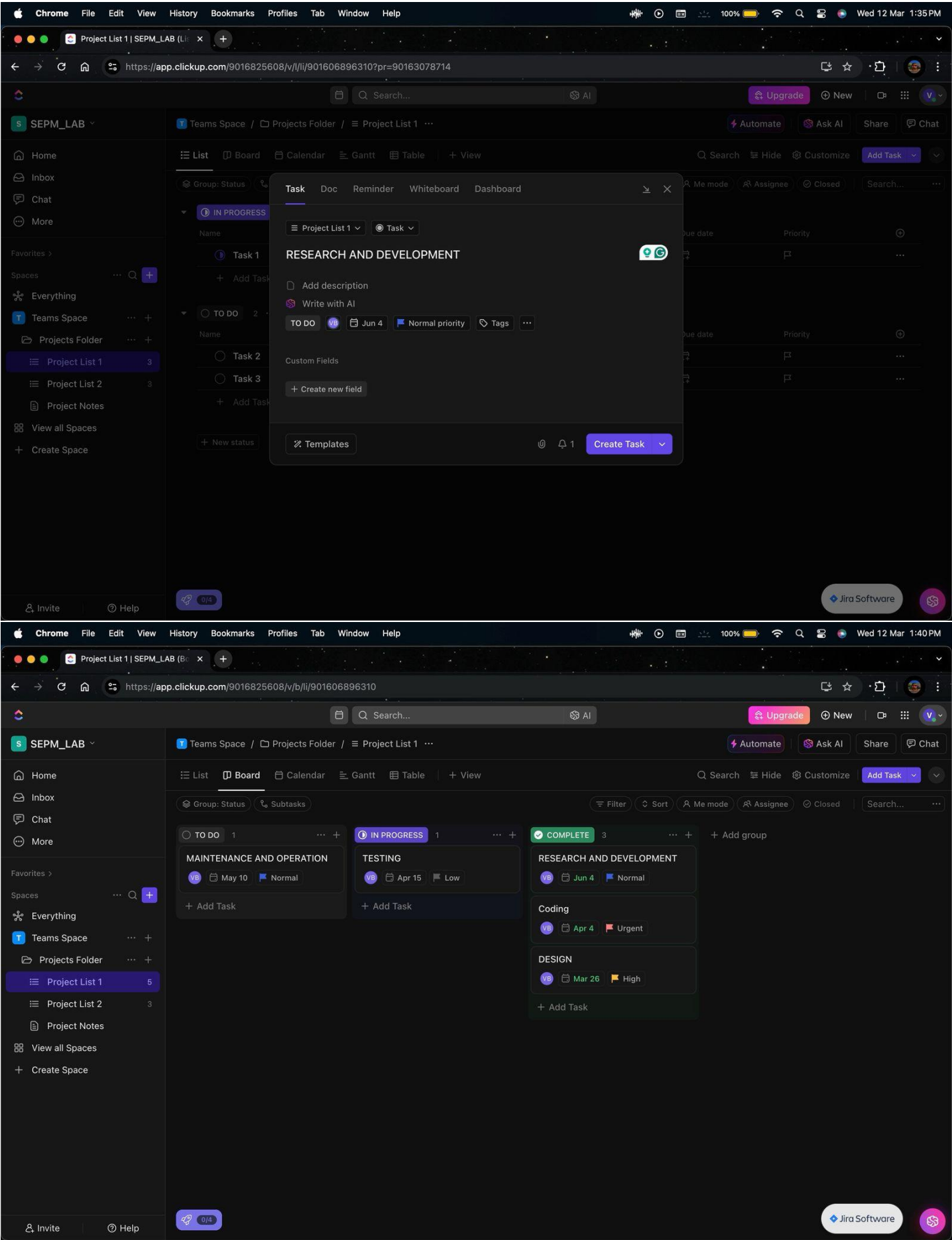
5. Monitor and Adjust the Project Schedule

1. Drag tasks to reschedule them if needed.
2. Use color codes to track task status (e.g., In Progress, Completed, Delayed).
3. Enable auto-scheduling to adjust dependencies dynamically.

Benefits of Using ClickUp Gantt Charts

- Real-Time Tracking → Monitor project timelines effectively.
- Improved Team Coordination → Assign tasks and manage workload.
- Flexibility → Easily reschedule tasks and update dependencies.
- Customizable Views → Adjust settings to fit your project needs.





SEPM_LAB

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Teams Space / Projects Folder / Project List 1

AutomateAsk AIShareChat

ListBoardCalendarGanttTable+ View

TodayQuarterAuto fitExport

SearchHideCustomizeAdd Task

SortFilterMe modeAssigneeSearch...

Name	Assignee(s)	Due Date	Priority
Project List 1			
RESEARCH AND DEVELOPMENT	VB	Jun 4	
Coding	VB	Apr 4	
DESIGN	VB	Mar 26	
TESTING	VB	Apr 15	
MAINTENANCE AND OPERATION	VB	May 10	

2025 Q22025 Q3

Today

CodingDESIGNTESTINGMAINTENANCE AND

This view has unsaved changes
Save to update this view for everyone.
RevertEnable AutosaveSave

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Teams Space / Projects Folder / Project List 1

AutomateAsk AIShareChat

ListBoardCalendarGanttTable+ View

Group: StatusSubtasksColumns

FilterMe modeAssigneeClosedSearch...

IN PROGRESS3Add Task

Name	Assignee	Due date	Priority
Task 1	VB		
Task 2	VB		
Task 3	VB		

Add Task

TO DO4Add Task

Name	Assignee	Due date	Priority
Coding	VB	Apr 4	Urgent
DESIGN	VB	Mar 26	High
TESTING	VB	Apr 15	Low
MAINTENANCE AND OPERATION	VB	May 10	Normal

Add Task

+ New status

Jira Software

The screenshot displays the ClickUp web application interface. The left sidebar shows the navigation menu with 'SEPM_LAB' selected. The main workspace is titled 'Teams Space / Projects Folder / Project List 1'. The task list is displayed in a table view with the following data:

#	NAME	ASSIGNEE	STATUS	DUE DATE	PRIORITY
1	TESTING	Veer Bhatt	IN PROGRESS	4/15/25	Low
2	MAINTENANCE AND OPER...	Veer Bhatt	TO DO	5/10/25	Normal

The interface includes various controls such as 'Group: None', 'Subtasks', 'Filter', 'Me mode', 'Assignee', 'Closed', and 'Search...'. A '+ New Task' button is visible at the bottom of the task list. The bottom of the screen shows the URL 'https://app.clickup.com/9016825608/vjgr/ll/901606896310' and the Jira Software logo.

Conclusion: Thus, we have successfully studied project scheduling using Gantt Chart in Click Up.