**Aim**: Develop Time-line chart and project table using PERT or CPM project scheduling methods.

**Theory**:

Time is one of the most critical resources in any project. Good planning spreads the necessary work over a reasonable period of time. This allows everyone to work at a consistent, sustainable pace. Poor planning leaves people stuck and idle, then forces them to scramble to catch up later on. While it does take time to plan ahead, the time (and trauma) saved more than make up for it. Good planning is a part of good doing. Work Planning Aids Three key tools used by Project Managers while planning work are the Timeline, the Gantt Chart, and the PERT Chart.

• A Timeline is a clean and concise visual representation of a series of events.

It helps you to arrange large chunks of time and see the overall plan easily.



A PERT Chart is a tool for illustrating workflow dependencies. It shows the order in which tasks must be completed because they depend on each other.

**Procedure**:

1. Identify all the necessary tasks in the project

2. Identify dependencies – groups or sequences of tasks that must come in a certain order for one reason or another. Use an arrow to indicate tasks that must occur in a certain sequence.



**Output**:

