

# Business Tools for Career Readiness



# Project Management: The Basics for Success

## Module 3



with Rob Stone, M.Ed., PMP

Planning: Scheduling

# The Project Schedule

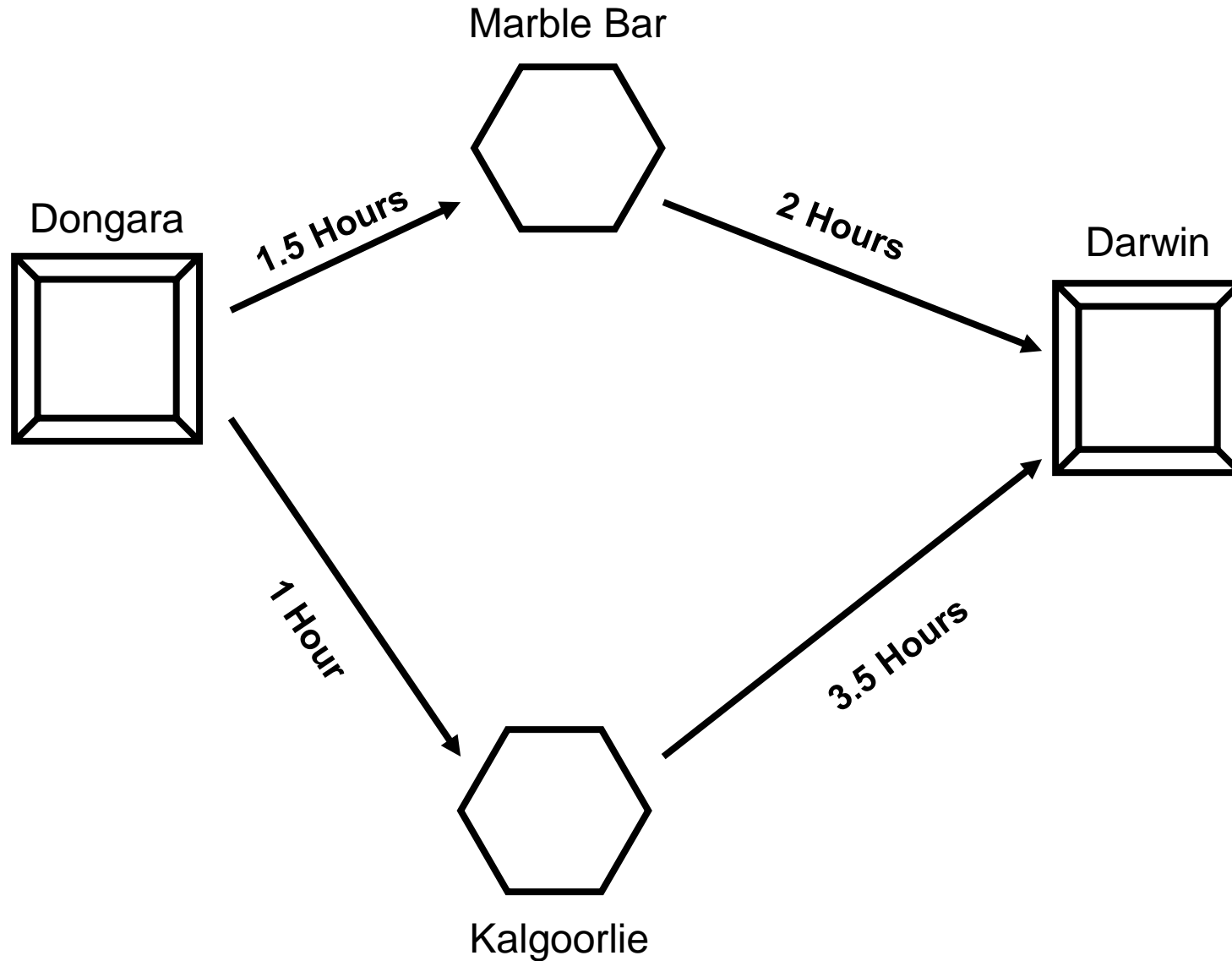
- Shows the relationship of the project activities and tasks
- Shows the dependencies (which tasks follow other tasks in a logical sequence)

# Example

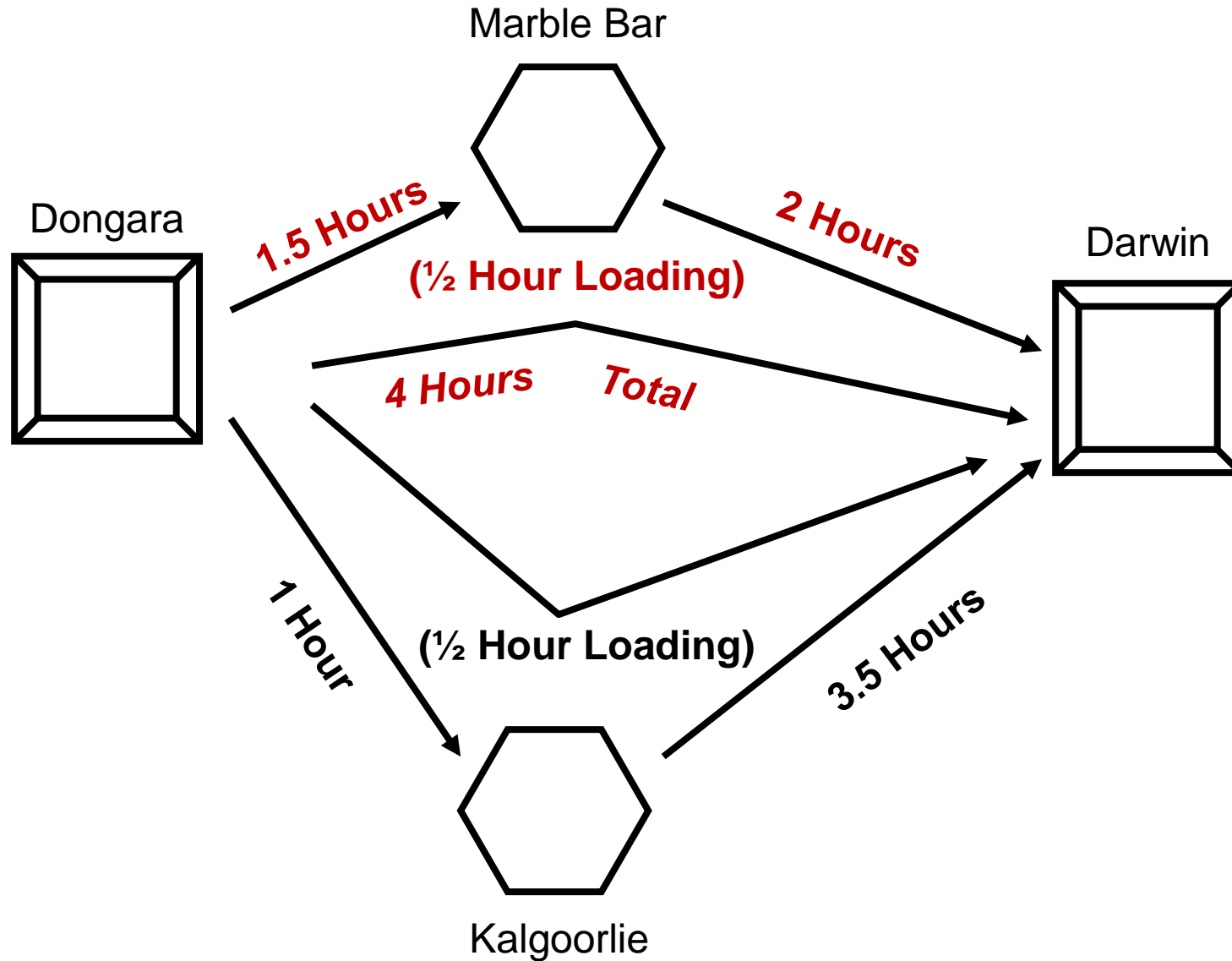
Let's consider a short project with very few tasks – “Flying to Darwin”

Flying to Darwin

# Flying to Darwin

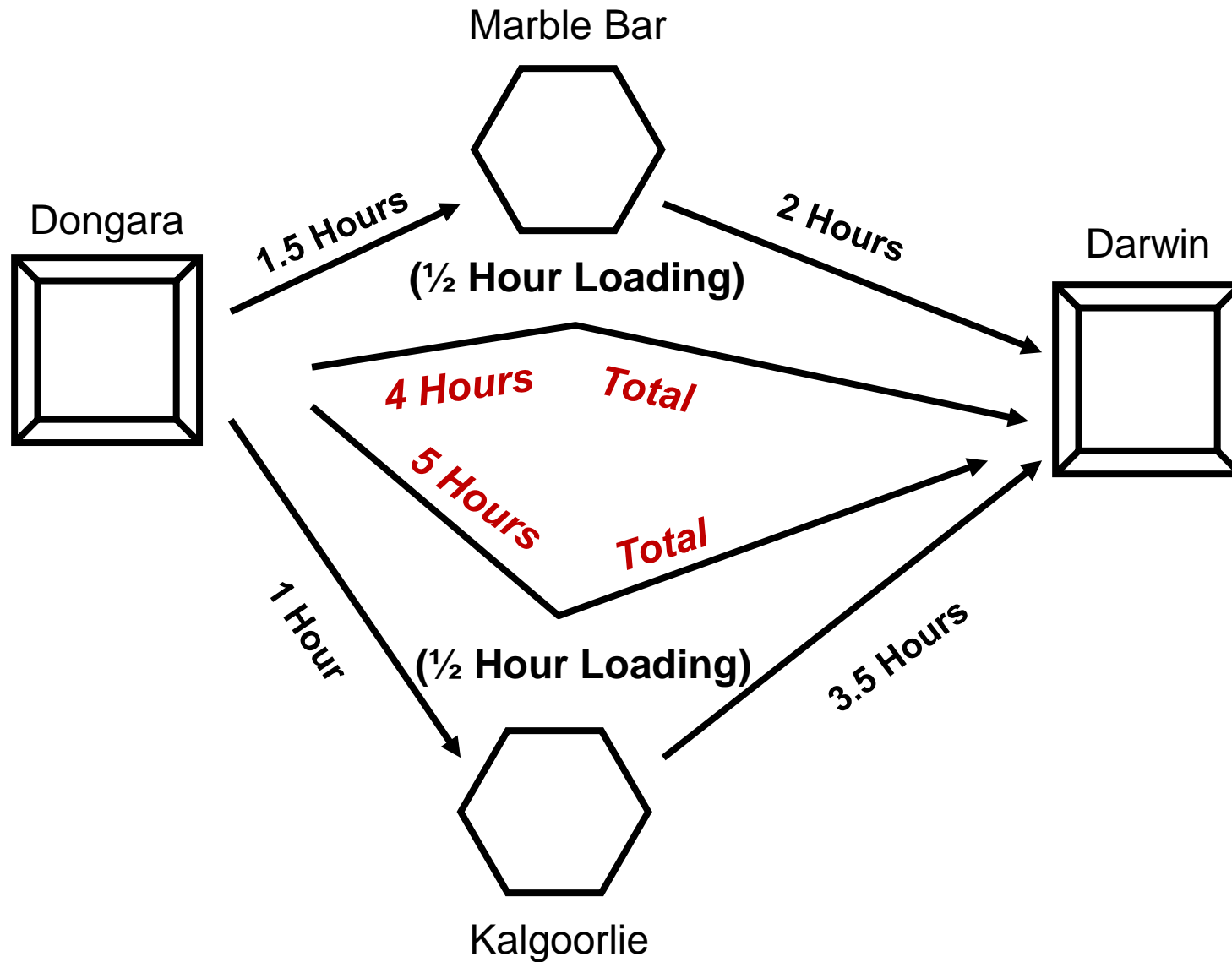


# Flying to Darwin





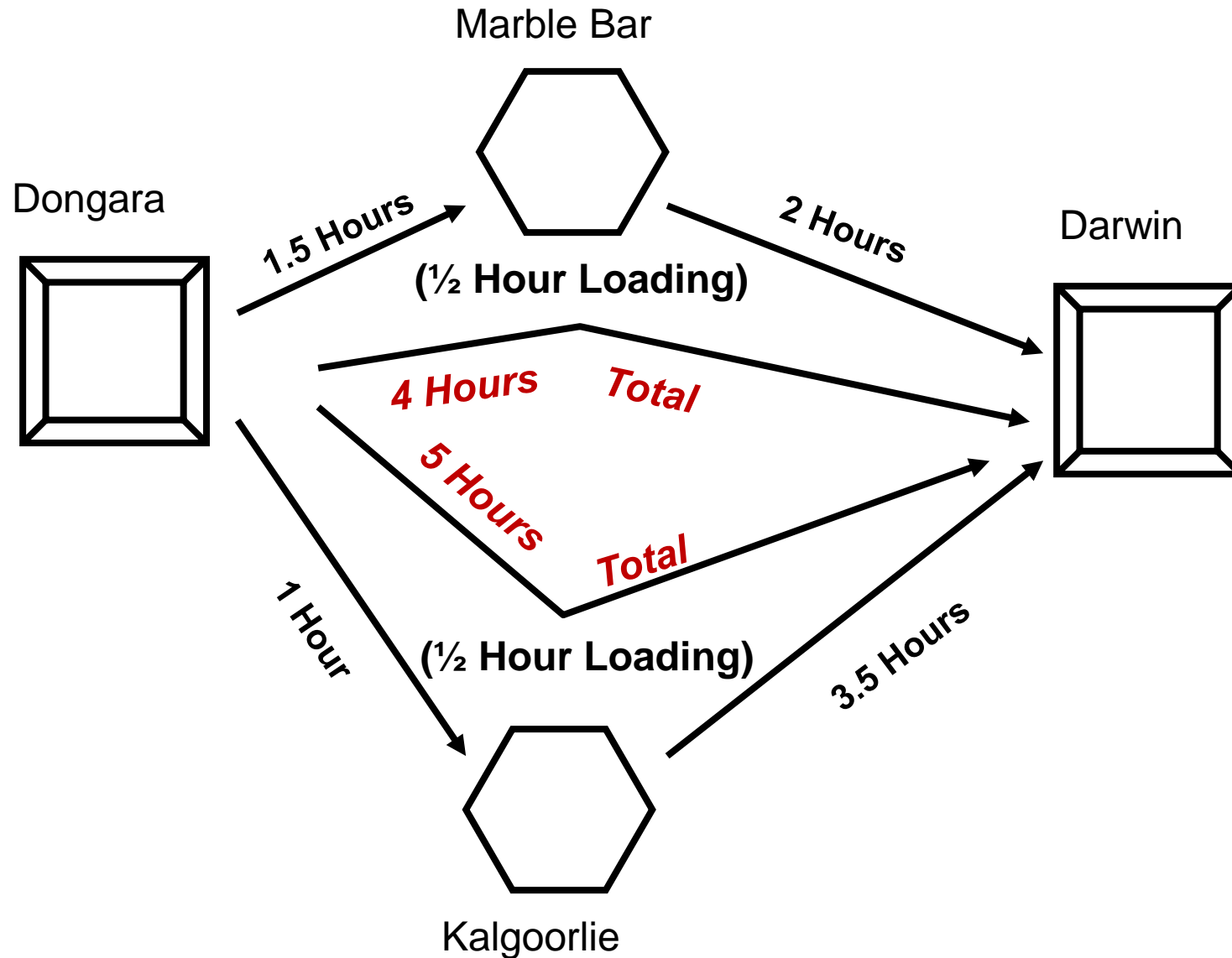
# Flying to Darwin



# Two Concepts

- Sequential
- Simultaneous

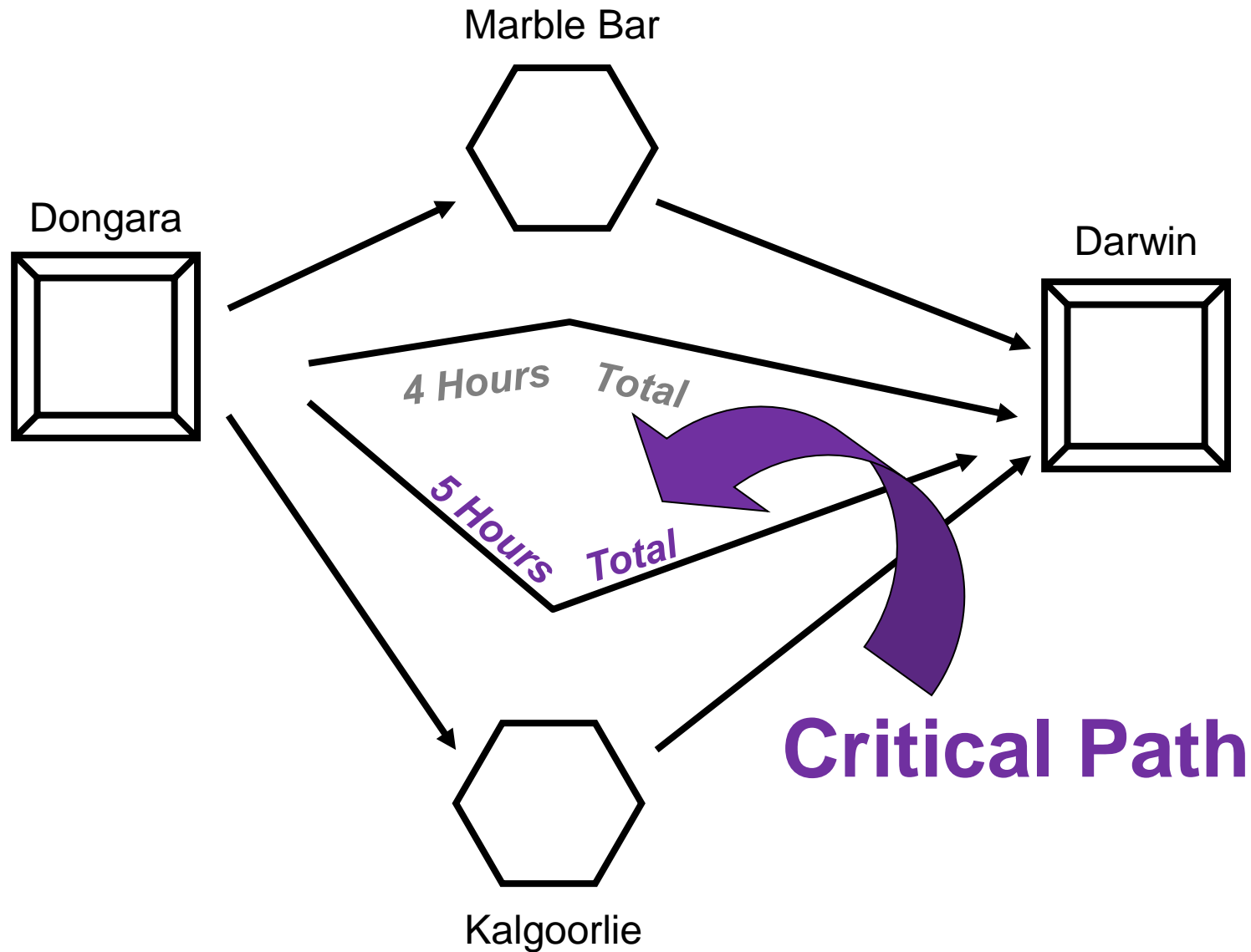
# Flying to Darwin



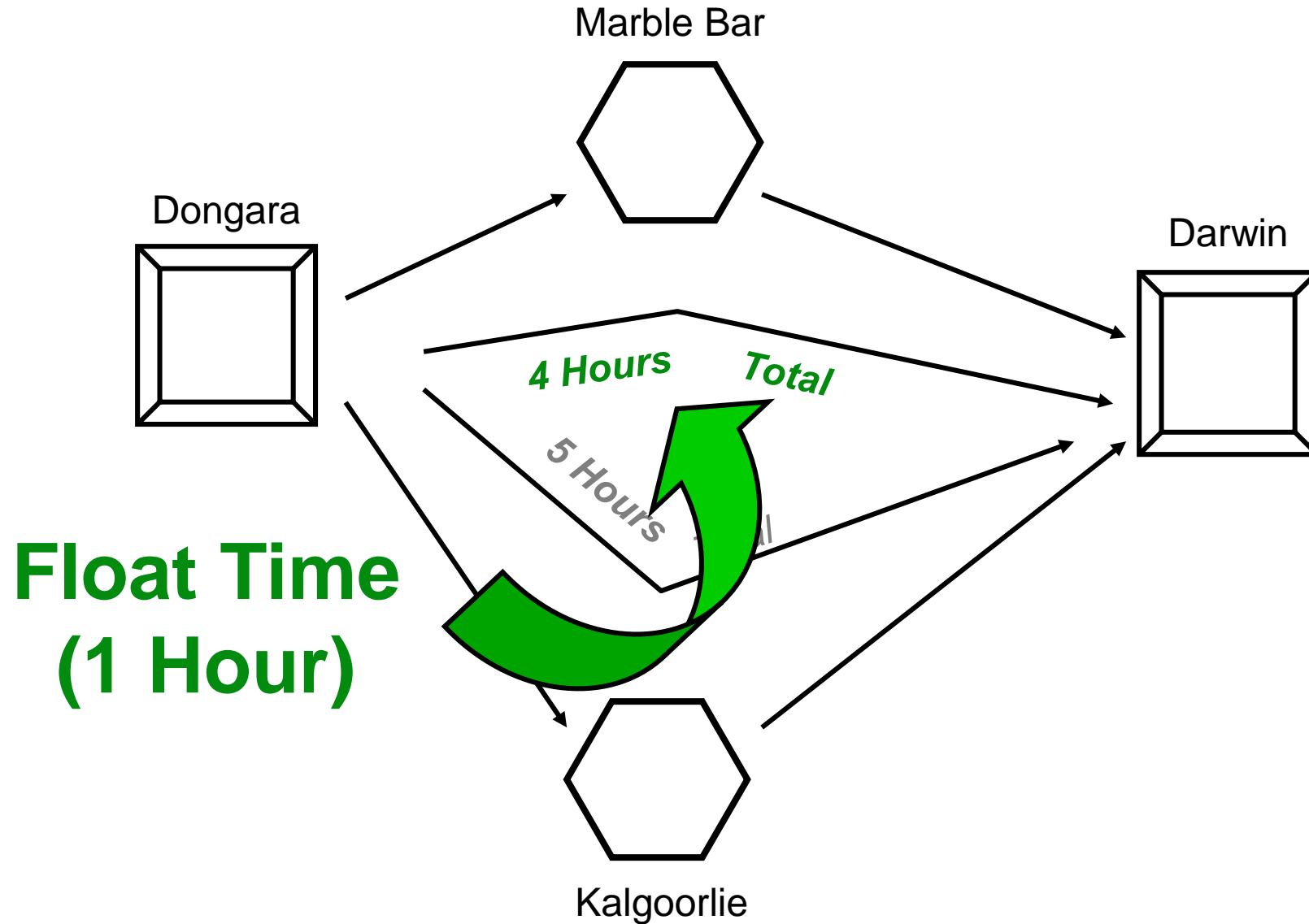
# Two More Concepts

- Critical Path
- Float Time

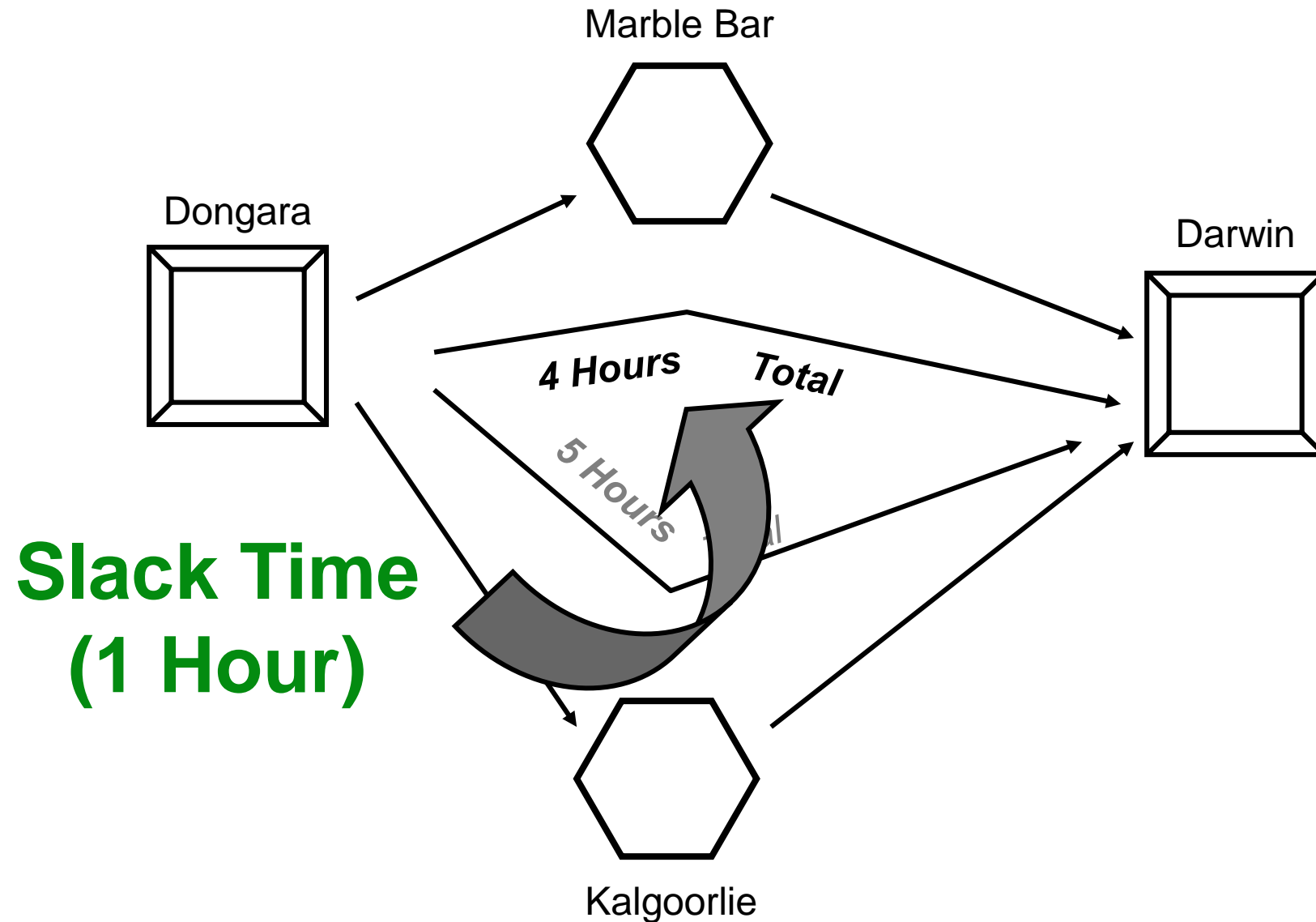
# Flying to Darwin



# Flying to Darwin



# Flying to Darwin



# Critical Path

Generally, but not always, the sequence of schedule activities that determines the duration of the project. It is the longest path through the project.



# Float Time

## **Total Float Time (Slack Time)**

The total amount of time a schedule activity may be delayed from its early start date without delaying the project finish date or violating a schedule constraint.

## **Free Float**

The total amount of time a schedule activity can be delayed without delaying the early start of any immediately following schedule activities.

# What Does a Schedule Look Like?

- ✓ **Gantt Chart**
- ✓ **Network Diagram**

They both show the same basic information  
in different ways

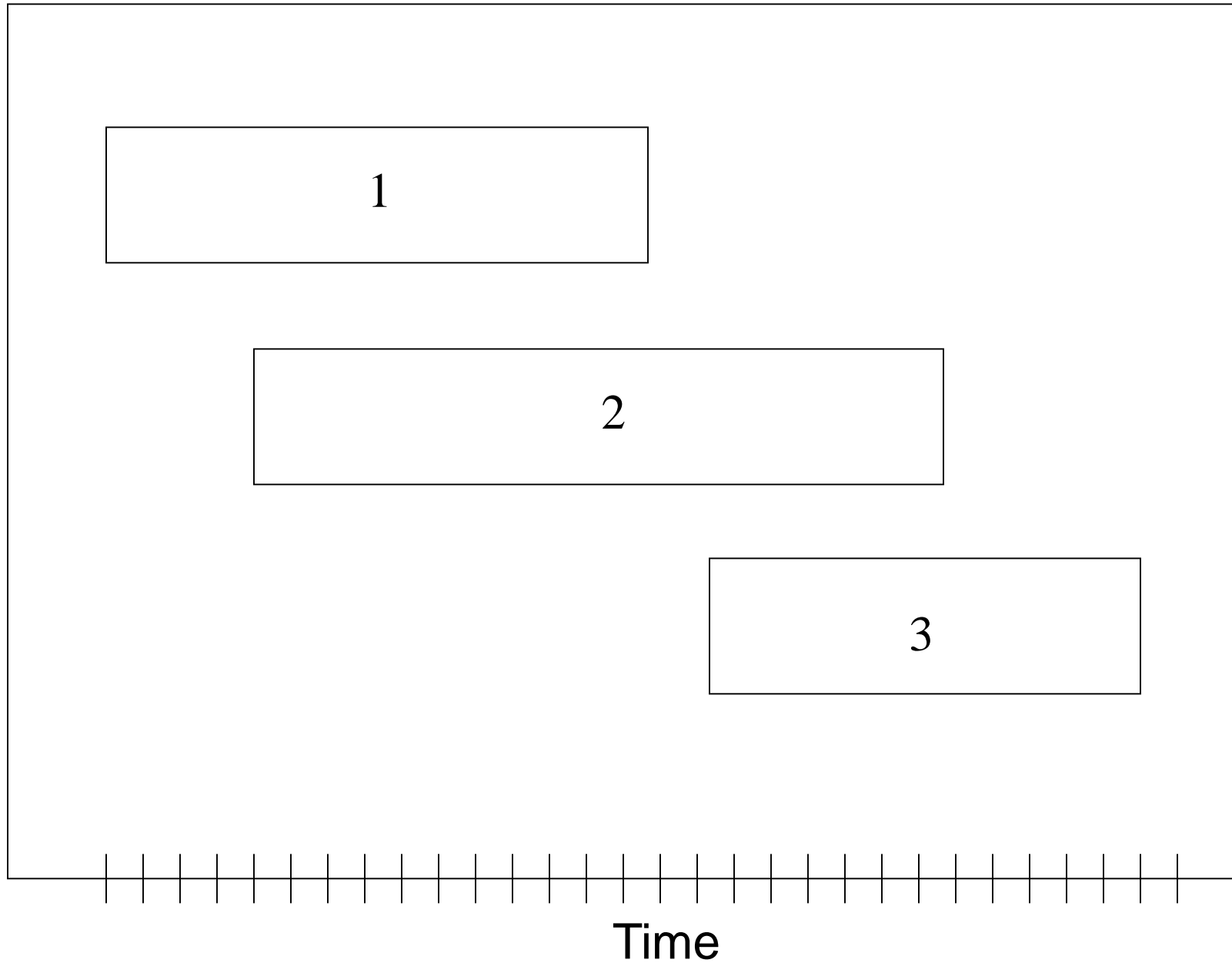
# Project Diagrams

- **Gantt Chart**
- **Network Diagram**
  - AOA (Activity On Arrow)
  - AON (Activity On Node)
  - PERT Chart (an early AON Diagram)
- **CPM (Critical Path Method)**

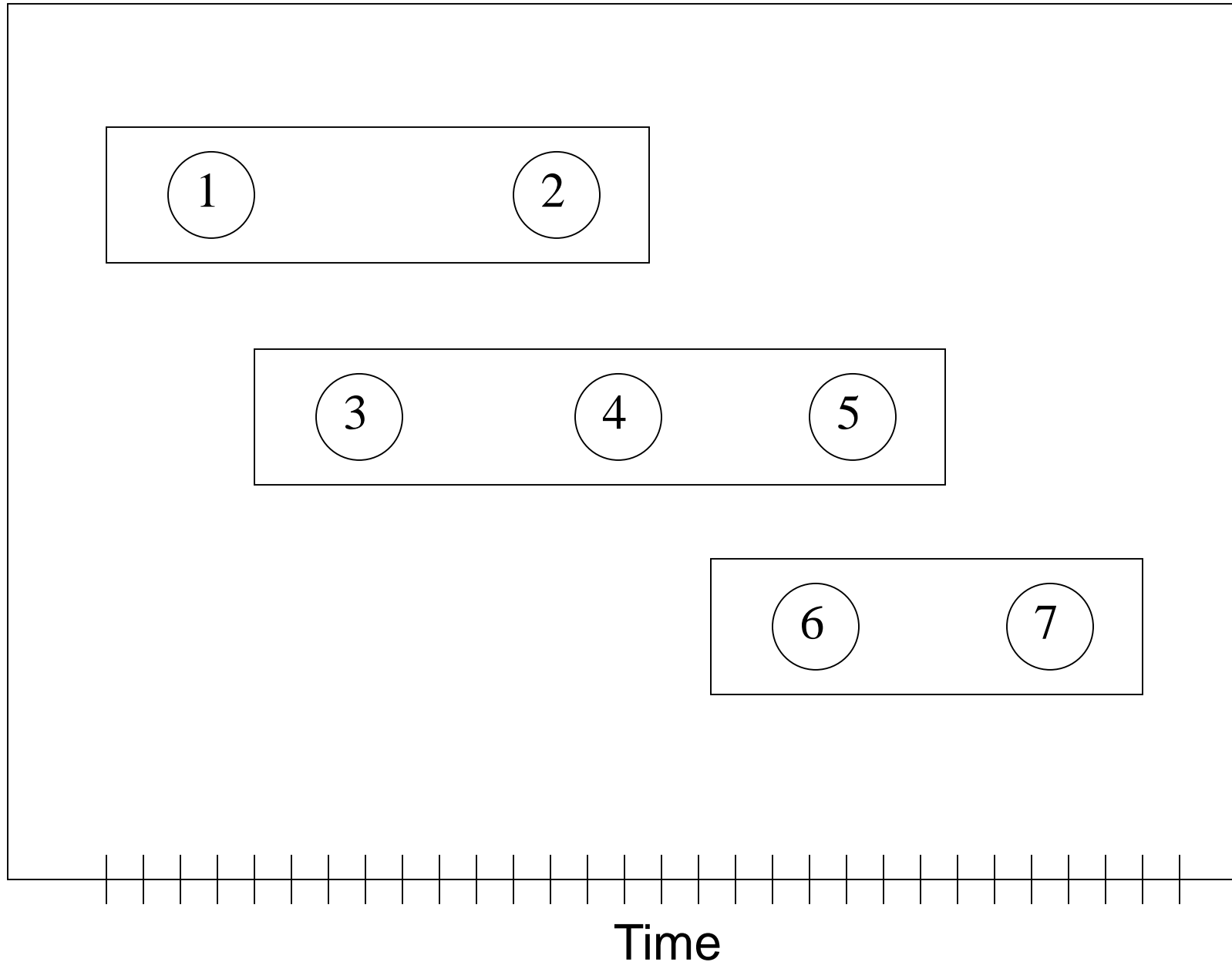
# Project Diagrams

- **Gantt Chart**
  - 1917, Henry Gantt
- **Network Diagram**
  - AOA (Activity On Arrow)
    - 1959, DuPont
  - AON (Activity On Node)
    - 1960, Navy and Booze Allen
  - PERT Chart (An early AON Diagram)
- **CPM (Critical Path Method)**
  - 1959, DuPont

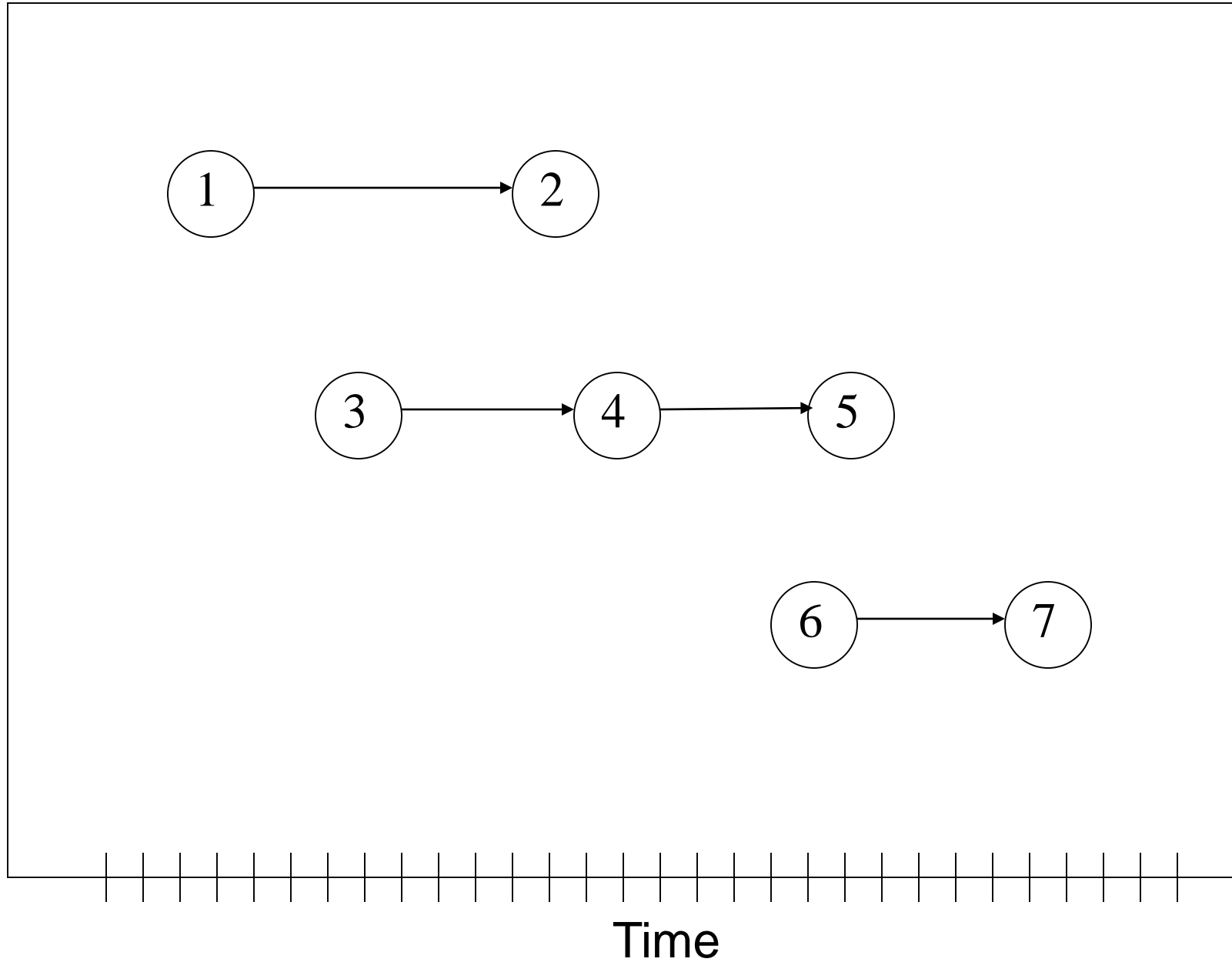
# Original Gantt View



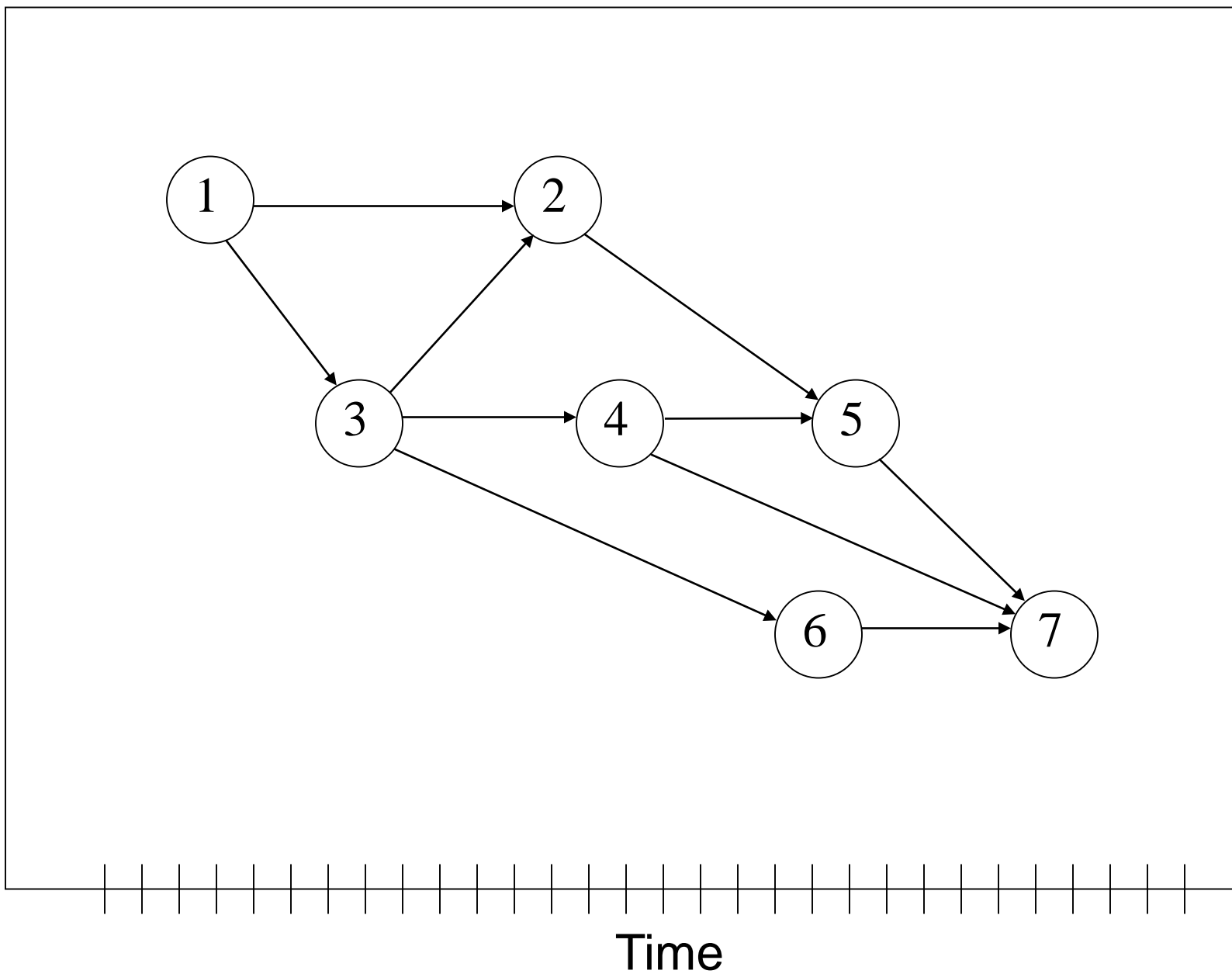
# Gantt's Adaptation



# First Transition

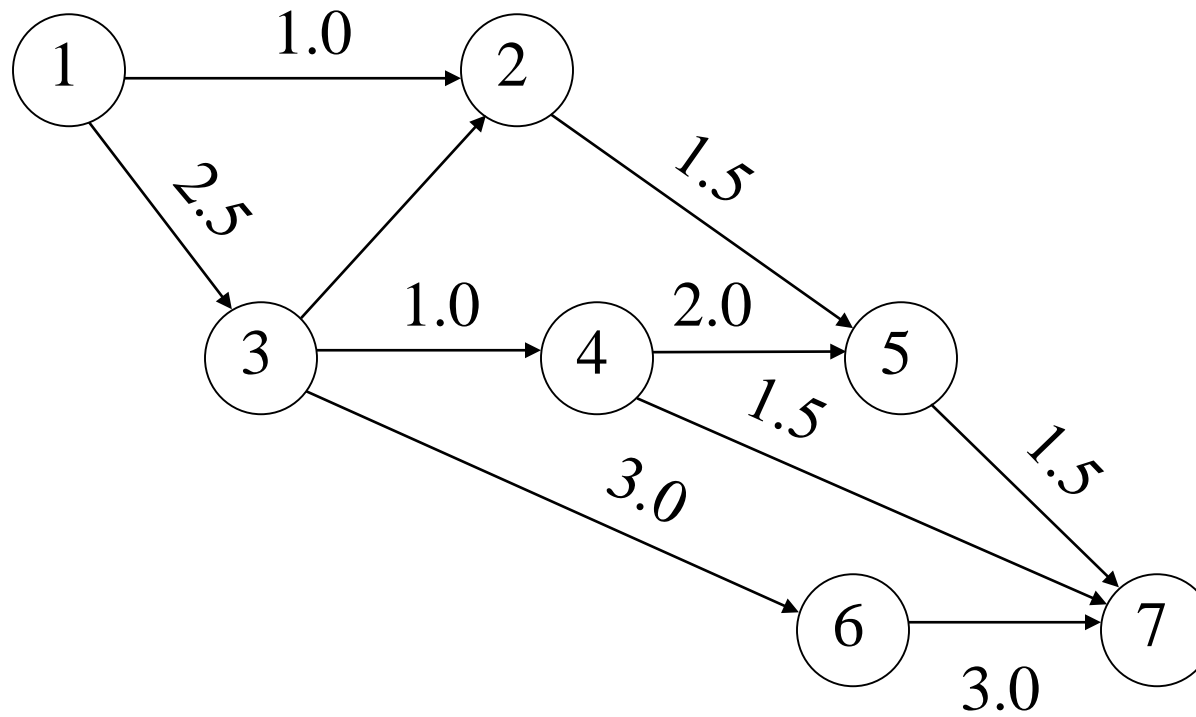


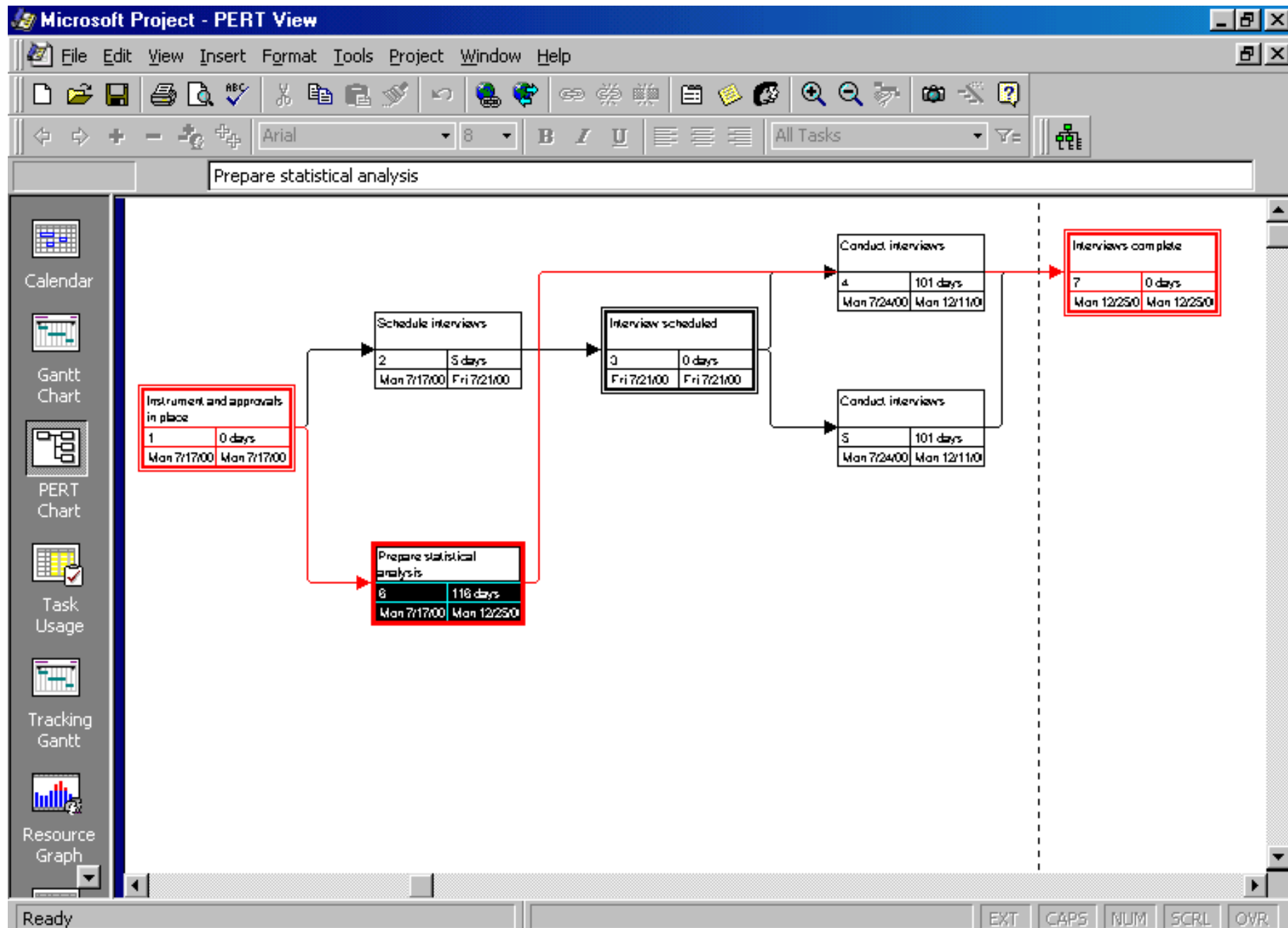
# Second Transition



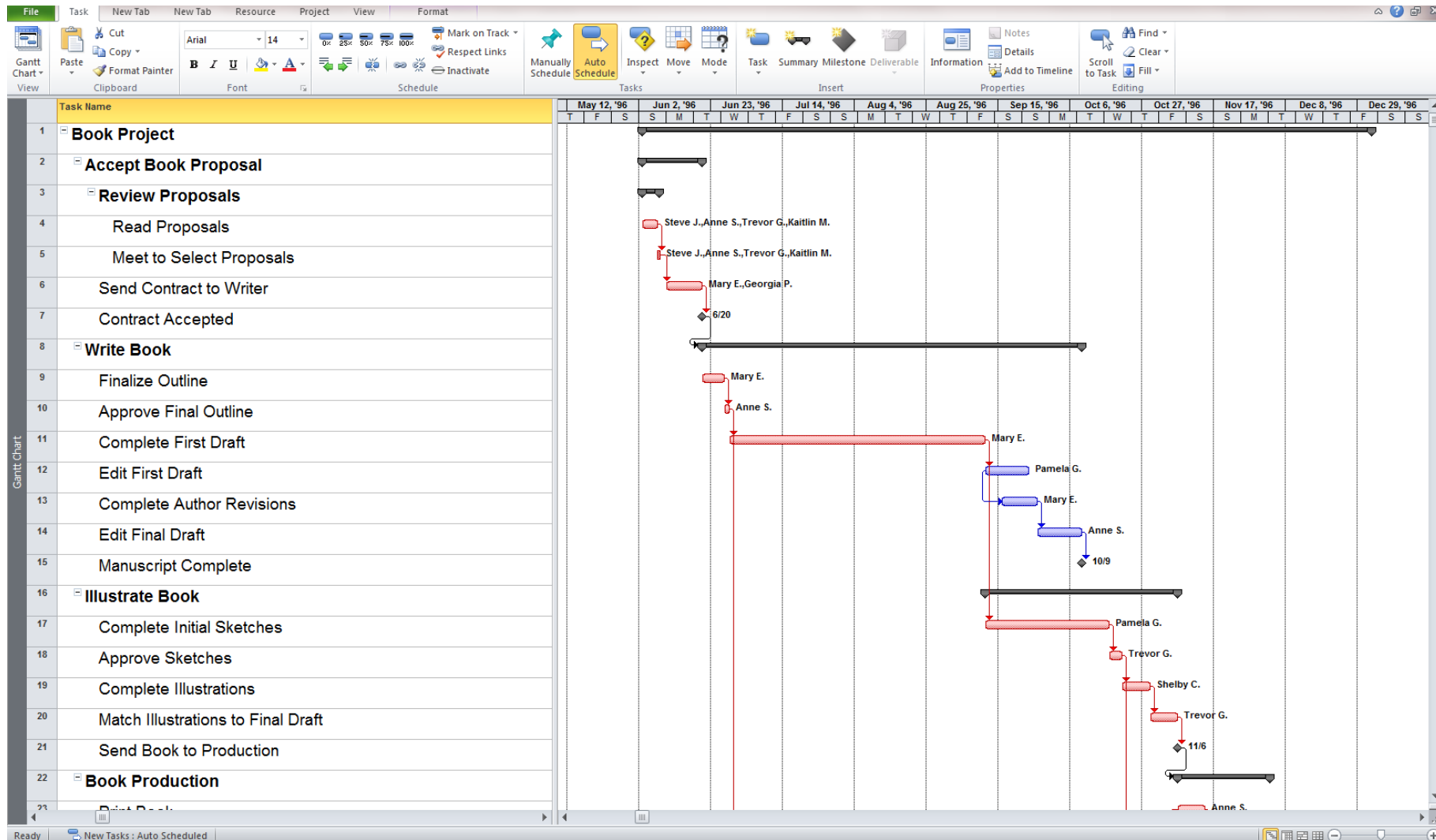


# Third Transition





# Gantt Chart



# The Project Schedule

- Tasks across a timeline
- Road map
  - Project
  - Project Manager
  - Customers and stakeholders
- Communication tool
- Tracking tool

# UCI Extension

## Continuing Education