	ⓘ	Name	Duration	Start	Finish	Predecessors	Cost	Resource Names
1	🗓	**Improving Environmental Sustainability by Reducing ROT and Dark Data**	**132 days**	**3/1/23 8:00 AM**	**8/31/23 5:00 PM**		**$10000.00**	
2		**Project Initiation**	**16 days**	**3/1/23 8:00 AM**	**3/22/23 5:00 PM**		**$1236.00**	
3		**Initial Research**	**5 days**	**3/1/23 8:00 AM**	**3/7/23 5:00 PM**		**$380.00**	
4		Scope, Goals, Deliverables, Budget, Resources, Stakeholders	5 days	3/1/23 8:00 AM	3/7/23 5:00 PM		$380.00	Marwan
5		**Prepare the technical report**	**13 days**	**3/1/23 8:00 AM**	**3/17/23 5:00 PM**		**$628.00**	
6		Gather primary and secondary data	5 days	3/8/23 8:00 AM	3/14/23 5:00 PM	3	$280.00	Ahmad
7		Analyze primary and secondary data	3 days	3/15/23 8:00 AM	3/17/23 5:00 PM	6	$168.00	Saif
8		**Prepare an organizational study**	**3 days**	**3/1/23 8:00 AM**	**3/3/23 5:00 PM**		**$180.00**	
9		Business features, operational areas, stakeholders, requirements, challenges	3 days	3/1/23 8:00 AM	3/3/23 5:00 PM		$180.00	Zaid
10		**Prepare the project's propsal**	**3 days**	**3/20/23 8:00 AM**	**3/22/23 5:00 PM**	**3;5**	**$228.00**	
11		Project summary, objectives, justifications, deliverables, manager, stakeholders	3 days	3/20/23 8:00 AM	3/22/23 5:00 PM		$228.00	Marwan
12		Get approval for the project's proposal	0 days	3/22/23 5:00 PM	3/22/23 5:00 PM	11	$0.00	Ahmad
13		**Project Planning**	**8 days**	**3/23/23 8:00 AM**	**4/3/23 5:00 PM**	**2**	**$688.00**	
14		Define project scope	2 days	3/23/23 8:00 AM	3/24/23 5:00 PM		$112.00	Saif
15		Establish project goals and objectives	2 days	3/23/23 8:00 AM	3/24/23 5:00 PM		$120.00	Zaid
16		Develop project plan	6 days	3/27/23 8:00 AM	4/3/23 5:00 PM	14;15	$456.00	Marwan
17		Completion of project planning	0 days	4/3/23 5:00 PM	4/3/23 5:00 PM	16	$0.00	Ahmad
18		**Project Execution**	**85 days**	**4/4/23 8:00 AM**	**7/31/23 5:00 PM**	**13**	**$6388.00**	
19		**Train team on new guidelines**	**5 days**	**4/4/23 8:00 AM**	**4/10/23 5:00 PM**		**$308.00**	
20		Develop training plan	2 days	4/4/23 8:00 AM	4/5/23 5:00 PM		$112.00	Saif
21		Conduct training sessions	2 days	4/6/23 8:00 AM	4/7/23 5:00 PM	20	$120.00	Zaid
22		Evaluate training effectiveness	1 day	4/10/23 8:00 AM	4/10/23 5:00 PM	21	$76.00	Marwan
23		90% of all staff trained	0 days	4/10/23 5:00 PM	4/10/23 5:00 PM	22	$0.00	Ahmad
24		**Scan and classify data**	**20 days**	**4/11/23 8:00 AM**	**5/8/23 5:00 PM**	**19**	**$1240.00**	
25		Use Aparavi's intelligent data management platform	10 days	4/11/23 8:00 AM	4/24/23 5:00 PM		$560.00	Saif
26		Develop classification system	5 days	4/25/23 8:00 AM	5/1/23 5:00 PM	25	$300.00	Zaid
27		Identify and tag ROT and Dark data	5 days	5/2/23 8:00 AM	5/8/23 5:00 PM	26	$380.00	Marwan
28		**Relocate or delete ROT data**	**10 days**	**5/9/23 8:00 AM**	**5/22/23 5:00 PM**	**24**	**$840.00**	
29		Move ROT data to long-term storage	5 days	5/9/23 8:00 AM	5/15/23 5:00 PM		$280.00	Ahmad
30		Securely delete ROT data	10 days	5/9/23 8:00 AM	5/22/23 5:00 PM		$560.00	Saif
31		**Relocate or delete Dark data**	**10 days**	**5/23/23 8:00 AM**	**6/5/23 5:00 PM**	**28**	**$1060.00**	
32		Move Dark data to long-term storage	5 days	5/23/23 8:00 AM	5/29/23 5:00 PM		$300.00	Zaid
33		Securely delete Dark data	10 days	5/23/23 8:00 AM	6/5/23 5:00 PM		$760.00	Marwan
34		The deletion and relocation of 95% of ROT and Dark data	0 days	6/5/23 5:00 PM	6/5/23 5:00 PM	28;31	$0.00	Ahmad
35		**Implement new retention guidelines**	**5 days**	**6/6/23 8:00 AM**	**6/12/23 5:00 PM**	**19;28;31**	**$620.00**	
36		Develop data retention policy	3 days	6/6/23 8:00 AM	6/8/23 5:00 PM		$168.00	Saif
37		Train staff on new guidelines	5 days	6/6/23 8:00 AM	6/12/23 5:00 PM		$300.00	Zaid
38		Implement retention guidelines in systems	2 days	6/6/23 8:00 AM	6/7/23 5:00 PM		$152.00	Marwan
39		**Repair and refurbish servers**	**30 days**	**6/6/23 8:00 AM**	**7/17/23 5:00 PM**	**28;31**	**$1700.00**	
40		Identify broken parts	5 days	6/6/23 8:00 AM	6/12/23 5:00 PM		$280.00	Ahmad
41		Replace broken parts	20 days	6/13/23 8:00 AM	7/10/23 5:00 PM	40	$1120.00	Saif
42		Test and verify functionality	5 days	7/11/23 8:00 AM	7/17/23 5:00 PM	41	$300.00	Zaid
43		**Recycle e-waste**	**10 days**	**7/18/23 8:00 AM**	**7/31/23 5:00 PM**	**39**	**$620.00**	
44		Sort materials for recycling	3 days	7/18/23 8:00 AM	7/20/23 5:00 PM		$228.00	Marwan
45		Send materials to recycling facility	5 days	7/21/23 8:00 AM	7/27/23 5:00 PM	44	$280.00	Ahmad
46		Document recycling process	2 days	7/28/23 8:00 AM	7/31/23 5:00 PM	45	$112.00	Saif
47		The use of the new retention guidlines system in all the company, and recycling of 90...	0 days	7/31/23 5:00 PM	7/31/23 5:00 PM	35;43	$0.00	Zaid
48		Project Monitoring and Controlling	20 days	8/1/23 8:00 AM	8/28/23 5:00 PM	18	$1520.00	Marwan
49		Project Closure	3 days	8/29/23 8:00 AM	8/31/23 5:00 PM	48	$168.00	Ahmad

Improving Environmental Sus...
Duration 352 days
Start 3/1/23 8:00 AM
Finish 8/31/23 5:00 PM

Project Initiation
Duration 16 days
Start 3/1/23 8:00 AM
Finish 3/22/23 5:00 PM

Initial Research
Duration 5 days
Start 3/1/23 8:00 AM
Finish 3/7/23 5:00 PM

Scope, Goals, Deliverables, B...
Duration 5 days
Start 3/1/23 8:00 AM
Finish 3/7/23 5:00 PM

Prepare the technical report
Duration 13 days
Start 3/1/23 8:00 AM
Finish 3/17/23 5:00 PM

Gather primary and secondar...
Duration 5 days
Start 3/8/23 8:00 AM
Finish 3/14/23 5:00 PM

Analyze primary and secondu...
Duration 3 days
Start 3/15/23 8:00 AM
Finish 3/17/23 5:00 PM

Prepare an organizational stu...
Duration 5 days
Start 3/1/23 8:00 AM
Finish 3/7/23 5:00 PM

Business features, operationa...
Duration 5 days
Start 3/1/23 8:00 AM
Finish 3/7/23 5:00 PM

Prepare the project's proposal
Duration 3 days
Start 3/20/23 8:00 AM
Finish 3/22/23 5:00 PM

Project summary, objectives, j...
Duration 3 days
Start 3/20/23 8:00 AM
Finish 3/22/23 5:00 PM

Get approval for the project's ...
Duration 0 days
Start 3/22/23 5:00 PM
Finish 3/22/23 5:00 PM

Project Planning
Duration 8 days
Start 3/23/23 8:00 AM
Finish 4/3/23 5:00 PM

Define project scope
Duration 2 days
Start 3/23/23 8:00 AM
Finish 3/24/23 5:00 PM

Establish project goals and obj...
Duration 2 days
Start 3/23/23 8:00 AM
Finish 3/24/23 5:00 PM

Develop project plan
Duration 6 days
Start 3/27/23 8:00 AM
Finish 4/3/23 5:00 PM

Completion of project planning
Duration 0 days
Start 4/3/23 5:00 PM
Finish 4/3/23 5:00 PM

Project Execution
Duration 85 days
Start 4/4/23 8:00 AM
Finish 7/31/23 5:00 PM

Train team on new guidelines
Duration 5 days
Start 4/4/23 8:00 AM
Finish 4/10/23 5:00 PM

Develop training plan
Duration 2 days
Start 4/4/23 8:00 AM
Finish 4/5/23 5:00 PM

Conduct training sessions
Duration 7 days
Start 4/6/23 8:00 AM
Finish 4/7/23 5:00 PM

Evaluate training effectiveness
Duration 1 day
Start 4/10/23 8:00 AM
Finish 4/10/23 5:00 PM

90% of all staff trained
Duration 0 days
Start 4/10/23 5:00 PM
Finish 4/10/23 5:00 PM

Scan and classify data
Duration 20 days
Start 4/11/23 8:00 AM
Finish 5/8/23 5:00 PM

Use Aparavi's intelligent data ...
Duration 5 days
Start 4/11/23 8:00 AM
Finish 4/24/23 5:00 PM

Develop classification system
Duration 5 days
Start 4/25/23 8:00 AM
Finish 5/1/23 5:00 PM

Identify and tag ROT and Dar...
Duration 5 days
Start 5/2/23 8:00 AM
Finish 5/8/23 5:00 PM

Relocate or delete ROT data
Duration 10 days
Start 5/9/23 8:00 AM
Finish 5/22/23 5:00 PM

Move ROT data to long-term s...
Duration 5 days
Start 5/9/23 8:00 AM
Finish 5/15/23 5:00 PM

Securely delete ROT data
Duration 10 days
Start 5/9/23 8:00 AM
Finish 5/22/23 5:00 PM

Move Dark data to long-term ...
Duration 5 days
Start 5/23/23 8:00 AM
Finish 5/29/23 5:00 PM

Securely delete Dark data
Duration 10 days
Start 5/23/23 8:00 AM
Finish 6/5/23 5:00 PM

Relocate or delete Dark data
Duration 10 days
Start 5/23/23 8:00 AM
Finish 6/5/23 5:00 PM

The deletion and relocation of...
Duration 0 days
Start 6/5/23 5:00 PM
Finish 6/5/23 5:00 PM

Implement new retention gui...
Duration 5 days
Start 6/6/23 8:00 AM
Finish 6/12/23 5:00 PM

Develop data retention policy
Duration 3 days
Start 6/6/23 8:00 AM
Finish 6/8/23 5:00 PM

Train staff on new guidelines
Duration 5 days
Start 6/6/23 8:00 AM
Finish 6/12/23 5:00 PM

Implement retention guidelin...
Duration 2 days
Start 6/6/23 8:00 AM
Finish 6/7/23 5:00 PM

Repair and refurbish servers
Duration 30 days
Start 6/6/23 8:00 AM
Finish 7/17/23 5:00 PM

Identify broken parts
Duration 5 days
Start 6/6/23 8:00 AM
Finish 6/12/23 5:00 PM

Replace broken parts
Duration 20 days
Start 6/13/23 8:00 AM
Finish 7/10/23 5:00 PM

Test and verify functionality
Duration 5 days
Start 7/11/23 8:00 AM
Finish 7/17/23 5:00 PM

Recycle e-waste
Duration 10 days
Start 7/18/23 8:00 AM
Finish 7/31/23 5:00 PM

Sort materials for recycling
Duration 3 days
Start 7/18/23 8:00 AM
Finish 7/20/23 5:00 PM

Send materials to recycling fa...
Duration 5 days
Start 7/21/23 8:00 AM
Finish 7/27/23 5:00 PM

Document recycling process
Duration 2 days
Start 7/28/23 8:00 AM
Finish 7/31/23 5:00 PM

The use of the new retention ...
Duration 0 days
Start 7/31/23 5:00 PM
Finish 7/31/23 5:00 PM

Project Monitoring and Contr...
Duration 20 days
Start 8/1/23 8:00 AM
Finish 8/28/23 5:00 PM

Project Closure
Duration 3 days
Start 8/29/23 8:00 AM
Finish 8/31/23 5:00 PM