

# TITLE: WORK BREAKDOWN STRUCTURE (WBS) & GANTT CHART

## THEORY:

### Activity Planning:

An activity plan should provide a means of evaluating the consequences of not meeting any of the activity target dates and guidance as to how the plan might most effectively be modified to bring the project back to target.

### Objectives:

- Feasibility assessment
- Resource Allocation
- Detailed costing
- Motivation
- Co-ordination.

Work Break Down Structure: Work Breakdown structure (WBS) is a method for completing a complex, multi-step project. It is a way to divide and conquer large projects to get things done faster and more efficiently.

### Types of WBS are:

1. Phase-Based WBS: Breaks down the project into major phases or stages.
2. Deliverable-Based WBS: Organizes work packages based on the deliverables that need to be produced.
3. Product-Based WBS: Similar to Deliverable-based WBS but focuses specifically on the products or services to be delivered.
4. Process-Based WBS: Breaks down the project into the key processes or activities that need to be performed.

5. Risk-Based WBS: Focuses on work packages related to managing project risks.

6. Hybrid WBS: Combines elements of different WBS types to meet the specific needs of a project.

**Gantt-Chart:** A Gantt Chart commonly used in project management, is one of the most popular and useful way of showing activities displayed against time. Each activity is represented by a bar; the position and length of the bar reflects the start date, duration and end date of the activity.