Project title

Start:  [Date]   End:  [Date]

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | Mon |  | Tue |  | Wed |  | Thu |  | Fri | Sat/Sun |
| Week  1 |  | [Month] 1 | [Milestone 1]  Add stakeholder names to the legend below the timeline. | 2 |  | 3 |  | 4 |  | 5 | 6/7 |
| Week  2 |  | 8 |  | 9 |  | 10 |  | 11 | [Milestone 2]  [Description] | 12 | 13/14 |
| Week  3 |  | 15 |  | 16 | [Milestone 3]  On the Home tab, in the Styles group, just click to apply the color for the applicable stakeholder. | 17 |  | 18 |  | 19 | 20/21 |
| Week  4 | [Milestone 4]  To add a week, click in an adjacent row and then, on the Table Tools Layout tab, click an Insert option. | 22 |  | 23 |  | 24 |  | 25 |  | 26 | 27/28 |
| Week  5 |  | 29 |  | 30 |  | 31 | [Milestone 5]  [Milestone 6]  [Description] | [Month] 1 |  | 2 | 3/4 |
| Week  6 |  | 5 |  | 6 |  | 7 |  | 8 |  | 9 | 10/11 |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Legend: | ▪ [Stakeholder 1]  ▪ [Stakeholder 2] | ▪ [Stakeholder 3]  ▪ [Stakeholder 4] | ▪ [Stakeholder 5]  ▪ [Stakeholder 6] | ▪ [Stakeholder 7]  ▪ [Stakeholder 8] |