Simple Gantt Chart Template - Essay

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | WB | WB | WB | WB | WB | WB | WB |
| Idea |  |  |  |  |  |  |  |
| Research |  |  |  |  |  |  |  |
| Assemble ideas |  |  |  |  |  |  |  |
| Plan |  |  |  |  |  |  |  |
| Draft |  |  |  |  |  |  |  |
| Edit |  |  |  |  |  |  |  |
| Re-draft |  |  |  |  |  |  |  |
| Proofread |  |  |  |  |  |  |  |
| Finalise |  |  |  |  |  |  |  |

Adapt the chart to suit your needs: add the dates in the top row; change the blue blocks; add or subtract weeks; use fortnights instead of weeks; change the 1st column to reflect a different project.

Remember to factor in ‘real life’ and how that will affect the time you have.