Title:	Leadership Tools—Gantt Chart
Author/Source:	FranklinCovey Education
Learning Objective:	Students will demonstrate their understanding of the Gantt Chart by participating in a class discussion.
FranklinCovey Habit:	FranklinCovey Leadership Tools
Subject Area:	Science
Activity Time:	20 minutes	Grade Level:	K—2

Activity Type:	Check all that apply		
	Individual	Group	Homework
		X	

Set Up

Student Materials	Teacher Materials	Review
	The Very Hungry Caterpillar by Eric Carle Large Gantt Chart labeled Monday—Sunday	

Introduction

The Gantt chart is used to plan a project timeline. Gantt charts show the start and finish dates (or times) of the project, as well as the start and finish dates of particular tasks within the project. Students can use this tool to define the time frame for a large job, as well as the time frame for each smaller task that will be involved in the completion of the job. The Gantt chart is an advanced graphic organizer. This simplified version is appropriate for students in the upper-elementary grades. **Note:** Lower-grade teachers may attempt to use this tool in their classrooms; however, the tool requires thinking that is not developmentally typical until at least the third-grade age.

Read, *The Very Hungry Caterpillar* by Eric Carle. Ask the children to listen to what the Very Hungry Caterpillar does each day.

Activity

Ask the children what the Very Hungry Caterpillar ate on Monday and write/draw it on the Gantt Chart under Monday. Point out that the column says, "Monday" so we write what he ate on Monday in that column. Continue through the story filling out each column and leading the children to realize that each day has a column to write what he ate on that day. Using pictures of the item may help with non-readers.

Wrap Up

A Gantt Chart is usually used for project planning but could be used to help children understand a particularly busy week, at school or at home.

Assessment

Participation in class discussion with demonstrate student understanding.

Extensions & Integrations

The Leader in Me®

Title:	Leadership Tools—Gantt Chart
Author/Source:	FranklinCovey Education
Learning Objective:	The student will demonstrate the use of a Gantt Chart.
FranklinCovey Habit:	FranklinCovey Leadership Tools
Subject Area:	Social Science

Activity Time:	30 minutes	Grade Level:	3—5

Activity Type:	Check all that apply		
	Individual	Group	Homework
	X	X	

Set Up

Student Materials	Teacher Materials	Review
Gantt Chart for each student	Chalkboard or Whiteboard	

Introduction

The Gantt chart is used to plan a project timeline. Gantt charts show the start and finish dates (or times) of the project, as well as the start and finish dates of particular tasks within the project. Students can use this tool to define the time frame for a large job, as well as the time frame for each smaller task that will be involved in the completion of the job. The Gantt chart is an advanced graphic organizer. This simplified version is appropriate for students in the upper-elementary grades. **Note:** Lower-grade teachers may attempt to use this tool in their classrooms; however, the tool requires thinking that is not developmentally typical until at least the third-grade age.

Draw a Gantt Chart on the board, labeled Sunday—Saturday. Select a long-term project the students are currently working on or have worked on in the past. Say, "The project needs to be completed in one week. What are the steps that are necessary to complete the project?" Write the student suggestions on the board, next to the Gantt Chart. As a class, determine the order of the steps and write one item on each day of the week. Say, "If you were to do this project in one day, it would be a lot of work. But, by breaking it into steps and doing one of the steps each day, you are able to complete it on time and with better quality. You also won't feel overwhelmed."

Activity

Give each student a copy of a Gantt Chart labeled Sunday—Friday. Explain that they have been invited to a birthday party on Saturday but cannot go unless their bedroom is clean. Say, "Your mission is to write the steps you need to do to have a clean bedroom (one that a parent would agree is clean). After you have finished writing the steps, write one step on each of the days. Think about the other obligations you have such as practices, family obligations, or homework." Allow students time to complete their Gantt Charts.

Wrap Up

Bring the class back together to discuss. Ask, "If you followed your Gantt Chart, would you be able to go to the party on Saturday?" Allow several students to share their charts and discuss. Ask, "If you waited until Saturday morning, would you be able to finish?" Allow student input. Say, "When you have a large project, at home or at school, breaking it down into steps and doing part of the project each day works well. By doing a little bit each day, the project is completed and won't seem like so much work."

Assessment

Individual Gantt Charts will determine student understanding.

Extensions & Integrations

A Gantt Chart can be used anytime you assign a project or paper.

Have students share the concept with someone at home and use it as a journal entry the following day.