

My Project Planner

Managing My Time

Prompts to help you manage your time effectively:

- With my level of skill, have I the time to make my proposed solution?
- How can I plan to use this time efficiently?
- Track my progress and timing during the making stage.
- To prevent unnecessary delays, ask for guidance and learn from others in my class.
- Compare your **planned** Gantt chart with your **revised** Gantt chart to learn how you can improve your time management for your next task/project.

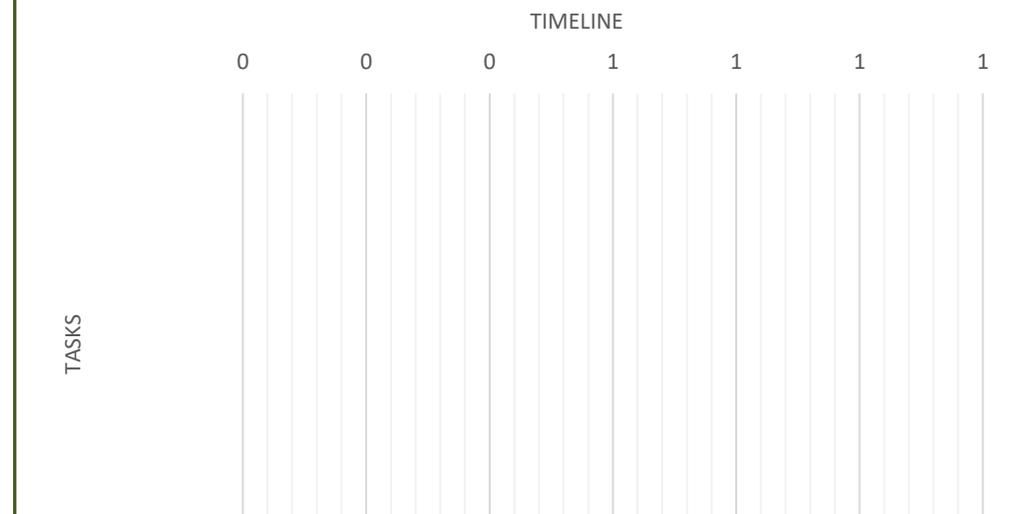


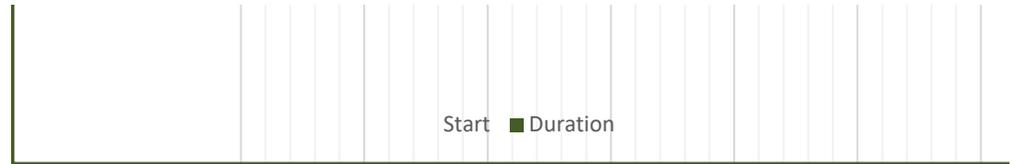
Planned Start Date	
Units of Time	
Planned Completion Date	

Schedule of Tasks

Task	Start	Duration

Planned Gantt Chart

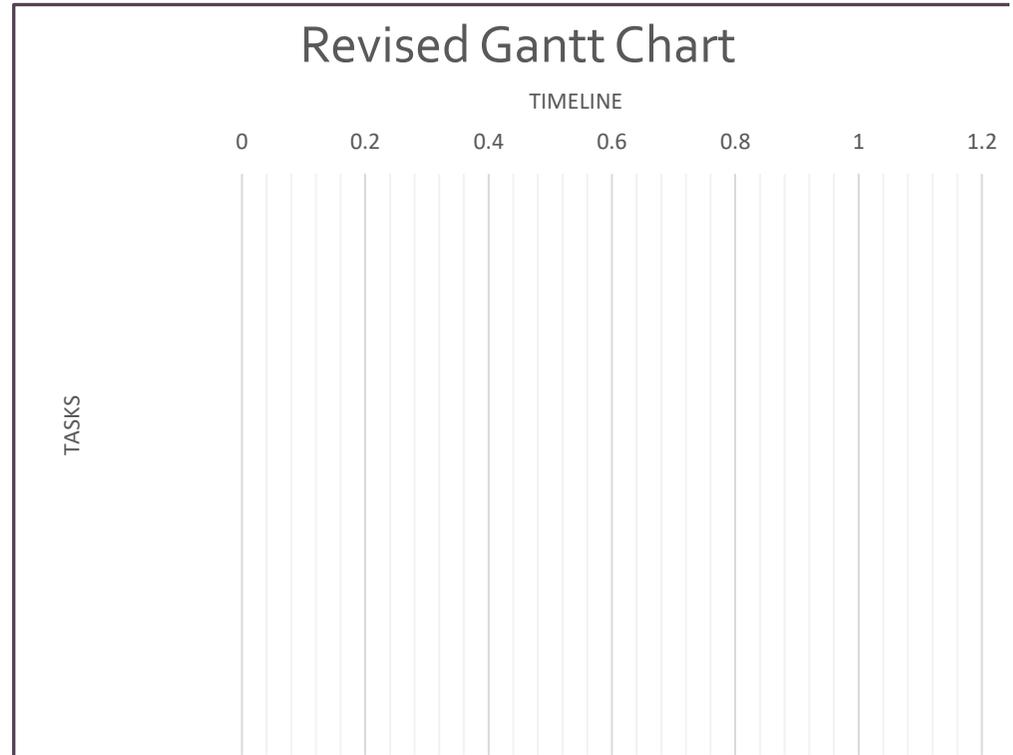




Actual Start Date	
Units of Time	
Actual Completion Date	

Schedule of Tasks

Task	Start	Duration



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