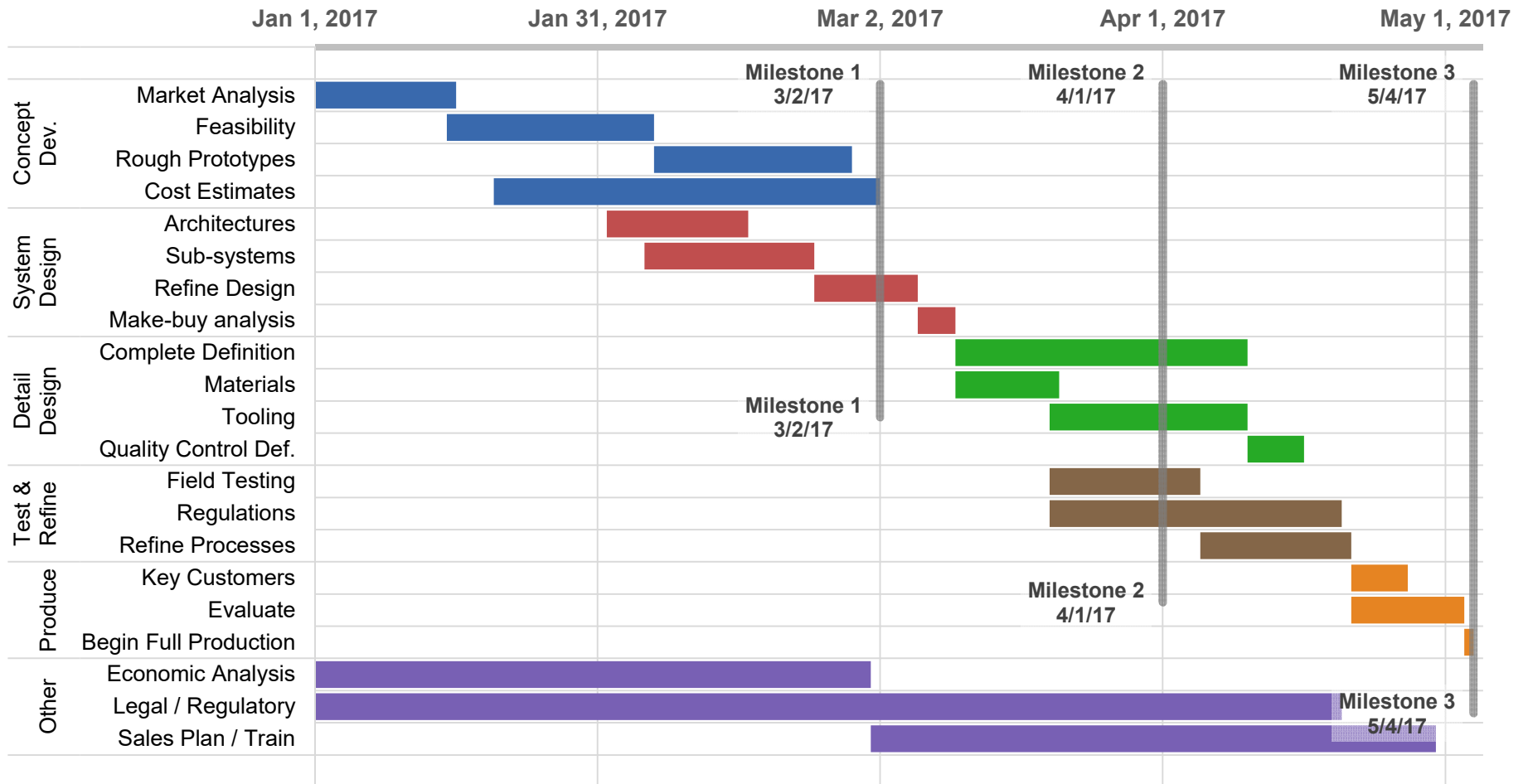


# PROJECT TIMELINE



Project Start 1/1/17

columns used to create the chart

CATEGORY	TASK	START	END	COLOR	Start	Blue	Red	Green	Brown	Orange	Purple
<b>Concept Dev.</b>	Market Analysis	1/1/17	1/15/17	Blue	1/1/17	15	0	0	0	0	0
	Feasibility	1/15/17	2/5/17	Blue	1/15/17	22	0	0	0	0	0
	Rough Prototypes	2/6/17	2/26/17	Blue	2/6/17	21	0	0	0	0	0
	Cost Estimates	1/20/17	3/1/17	Blue	1/20/17	41	0	0	0	0	0
<b>System Design</b>	Architectures	2/1/17	2/15/17	Red	2/1/17	0	15	0	0	0	0
	Sub-systems	2/5/17	2/22/17	Red	2/5/17	0	18	0	0	0	0
	Refine Design	2/23/17	3/5/17	Red	2/23/17	0	11	0	0	0	0

	Make-buy analysis	3/6/17	3/9/17	Red	3/6/17	0	4	0	0	0	0
<b>Detail Design</b>	Complete Definition	3/10/17	4/9/17	Green	3/10/17	0	0	31	0	0	0
	Materials	3/10/17	3/20/17	Green	3/10/17	0	0	11	0	0	0
	Tooling	3/20/17	4/9/17	Green	3/20/17	0	0	21	0	0	0
	Quality Control Def.	4/10/17	4/15/17	Green	4/10/17	0	0	6	0	0	0
<b>Test &amp; Refine</b>	Field Testing	3/20/17	4/4/17	Brown	3/20/17	0	0	0	16	0	0
	Regulations	3/20/17	4/19/17	Brown	3/20/17	0	0	0	31	0	0
	Refine Processes	4/5/17	4/20/17	Brown	4/5/17	0	0	0	16	0	0
<b>Produce</b>	Key Customers	4/21/17	4/26/17	Orange	4/21/17	0	0	0	0	6	0
	Evaluate	4/21/17	5/2/17	Orange	4/21/17	0	0	0	0	12	0
	Begin Full Production	5/3/17	5/3/17	Orange	5/3/17	0	0	0	0	1	0
<b>Other</b>	Economic Analysis	1/1/17	2/28/17	Purple	1/1/17	0	0	0	0	0	59
	Legal / Regulatory	1/1/17	4/19/17	Purple	1/1/17	0	0	0	0	0	109
	Sales Plan / Train	3/1/17	4/29/17	Purple	3/1/17	0	0	0	0	0	60
<i>Insert new rows above this one</i>											

MILESTONE LABEL	DATE	Margin Bottom	Margin Top
Milestone 1	3/2/17	50%	95%
Milestone 2	4/1/17	25%	95%
Milestone 3	5/4/17	10%	95%
Milestone 4		30%	95%

## About

This project timeline template is designed to be simple to edit while still containing some useful features, such as choosing colors for different phases or categories of tasks, and optionally displaying milestones as vertical lines.

The timeline in this template was created using a stacked bar chart. Each color is a different data series. Choosing a value in the Color column controls whether the value for the data series is zero or not. You can see how this works by analyzing the formulas used in the data table.

Want a Gantt chart tool with more features?  
[Get Gantt Chart Template Pro for Excel](#)

## Instructions

### Edit the X-axis Min / Max Bounds

You will need to edit the bounds for the x-axis for your particular timeline. Right-click on the axis and select Format Axis. Dates in Excel are stored as numbers, but you can enter a date in the Minimum or Maximum bound and it will automatically convert to the correct numeric date value.

### Adding More Rows

When you insert new rows, you should insert a blank row, then copy formulas down in the columns with the gray background.

### Move the Timeline Chart

If it is more convenient, you can move the timeline chart to the right of the data table so that you can more easily see the changes to the chart as you change the data table.

### Milestones

The milestone lines can be modified in the table below the main data table. Edit the labels and the dates and use the margin values to adjust the height. Each milestone is a separate data series that uses an XY Chart type with data labels to display the labels on the chart.

Just clear the date value if you do not want to display the milestone.

If you need to add more milestones, you will need to manually add new data series yourself (you can't just insert new rows to add new milestones).

### Modifying Colors

The Color choices in the Color column are based on the Theme Colors, and the chart series have been set to the theme colors as well. So, if you change the theme colors, or if you want to manually change the colors for the series in the chart, you will need to update the column labels.

The drop-down box in the Color column is based on the column labels. If you edit the column labels, the choices in the drop-down box will update also. To edit the drop-down boxes, select the cells you want to edit and go to Data > Data Validation.

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### **Additional Help**

The link at the top of this worksheet will take you to the web page on vertex42.com that talks about this template.

# Project Timeline Template

By Vertex42.com

<https://www.vertex42.com/ExcelTemplates/project-timeline.html>

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