

Appendix 4-K: Sample Project Schedule

Creating a project schedule means identifying the various tasks and timelines to create each phase of the project lifecycle. Use this template as a baseline for creating your own schedule, and be sure to alter the task requirements to meet your specific planning, design, implementation, and operational needs.

You can also find this appendix at <http://www.ciscopress.com/1587200880>.

Task Number	Task Name	Duration	Start	Finish	Predecessor	Resource Names
1	Project duration (Use this to scale the Cisco project manager time)	91 days	1/3/2000 8:00	5/8/2000 17:00		
2	Initiation phase	20 days	1/3/2000 8:00	1/28/2000 17:00		
3	Appropriate training	2.5 days	1/3/2000 8:00	1/5/2000 12:00		PC1, PE1, PE2, PC2
4	Equipment order	1 day	1/3/2000 8:00	1/3/2000 17:00		SE1, CUST1
5	Equipment shipped	20 days	1/3/2000 8:00	1/28/2000 17:00		
6	Customer requirements document (CRD)	2 days	1/3/2000 8:00	1/4/2000 17:00		SE1
7	Internal / External kickoff	2 days	1/5/2000 8:00	1/6/2000 17:00	6	SE1, CUST1, PC1, PE1
8	Initiation document	1 day	1/7/2000 8:00	1/7/2000 17:00	7	

Task Number	Task Name	Duration	Start	Finish	Predecessor	Resource Names
10	Design workshop	2 days	1/11/2000 8:00	1/12/2000 17:00	9	SE1, PC1
11	Review project timeline against current understanding of scope	1 day	1/13/2000 8:00	1/13/2000 17:00	10	PC1, PE1
12	Detailed design	35 days	1/14/2000 8:00	3/2/2000 17:00		
13	Design assurance (PC team support)	35 days	1/14/2000 8:00	3/2/2000 17:00	11	PC team
14	Lab work on design	10 days	1/14/2000 8:00	1/27/2000 17:00	11	PC1
15	Detailed design draft 1	10 days	1/28/2000 8:00	2/10/2000 17:00	14	PC1
16	Network management system (NMS) detailed design	5 days	2/11/2000 8:00	2/17/2000 17:00	15	PC2
17	Detail design documented and signoff	10 days	2/18/2000 8:00	3/2/2000 17:00	16	PC1
18	Test and acceptance plan	49 days	1/3/2000 8:00	3/9/2000 17:00		
19	Draft network ready for use (NRFU) created	10 days	2/11/2000 8:00	2/24/2000 17:00	15	PE1
20	NMS plan	5 days	2/18/2000 8:00	2/24/2000 17:00	16	PC2
21	Final NRFU created and signed off	10 days	2/25/2000 8:00	3/9/2000 17:00	20	PE1
22	Network implementation plan template created	5 days	1/3/2000 8:00	1/7/2000 17:00		PE1

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Task Number	Task Name	Duration	Start	Finish	Predecessor	Resource Names
24	Network staging plan (NSP) creation	5 days	2/11/2000 8:00	2/17/2000 17:00	15	PE1
25	Configuration creation	5 days	3/3/2000 8:00	3/9/2000 17:00	17	PE1, PC1
26	Equipment delivery	0 days	1/28/2000 17:00	1/28/2000 17:00	5	
27	Rack and equipment build	5 days	1/31/2000 8:00	2/4/2000 17:00	26	PE2, PE1
28	NMS build and configuration	5 days	2/25/2000 8:00	3/2/2000 17:00	20	PC2
29	Software, firmware, and configuration load	5 days	3/10/2000 8:00	3/16/2000 17:00	25, 27	PE2, PE1
30	NMS testing	5 days	3/17/2000 8:00	3/23/2000 17:00	29, 28	PC2
31	System and connectivity testing (central office equipment [COE] %)	5 days	3/17/2000 8:00	3/23/2000 17:00	21, 29	PE1, PE2, PC1 [50%]
32	Site surveys×N (number of sites)	8 days	2/11/2000 8:00	2/22/2000 17:00		
33	Site requirements specification (SRS) created	2 days	2/11/2000 8:00	2/14/2000 17:00	15	PE1
34	Survey executed reports issued×N	1 day	2/15/2000 8:00	2/15/2000 17:00	33	PE1
35	Remedial work carried out×N	5 days	2/16/2000 8:00	2/22/2000 17:00	34	CUST1

Chapter 4: Implementation

Task Number	Task Name	Duration	Start	Finish	Predecessor	Resource Names
37	Shipping to site	3.5 days	3/24/2000 8:00	3/29/2000 12:00	31	
38	Network implementation plan (NIP) modified for installation	3.5 days	3/24/2000 8:00	3/29/2000 12:00	31	PE2, PE1
39	Equipment delivered	0 days	1/28/2000 17:00	1/28/2000 17:00	5	
40	Physical installation	3.5 days	2/23/2000 8:00	2/28/2000 12:00	35, 39	PE2, PE1
41	NMS commission	3.5 days	3/29/2000 13:00	4/3/2000 17:00	38, 35	PC2
42	Site commission	3.5 days	2/28/2000 13:00	3/2/2000 17:00	40	PE2, PE1
43	Site test	3.5 days	4/19/2000 8:00	4/24/2000 12:00	59, 42	PE2
44	Installation [Without staging] [Delete one]	64 days	1/28/2000 17:00	4/27/2000 17:00		
45	Configuration creation	7 days	3/3/2000 8:00	3/13/2000 17:00	17	PE1, PC1
46	NIP created for installation	7 days	3/14/2000 8:00	3/22/2000 17:00	15, 45	PE2, PE1
47	Equipment delivered	0 days	1/28/2000 17:00	1/28/2000 17:00	5	
48	Install into racks	7 days	2/23/2000 8:00	3/2/2000 17:00	47, 35	PE2, PE1
49	Software, firmware, and configuration load	7 days	3/23/2000 8:00	3/31/2000 17:00	48, 46	PE2, PE1
50	NMS build and configure	7 days	3/23/2000 8:00	3/31/2000 17:00	20, 46	PC2
51	NMS testing	7 days	4/3/2000 8:00	4/11/2000 17:00	50, 49	PC2

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Task Number	Task Name	Duration	Start	Finish	Predecessor	Resource Names
52	System and connectivity testing	7 days	4/19/2000 8:00	4/27/2000 17:00	21, 59	PE1, PE2
53	Acceptance testing	5 days	4/28/2000 8:00	5/4/2000 17:00		
54	NRFU testing	5 days	4/28/2000 8:00	5/4/2000 17:00	52, 43, 41	PE1
55	Acceptance achieved	0 days	5/4/2000 17:00	5/4/2000 17:00	54	PE1
56	Migration [Delete this line if not required]	28 days	3/10/2000 8:00	4/18/2000 17:00		
57	Migration workshop	5 days	3/10/2000 8:00	3/16/2000 17:00	21	PC1
58	Migration plan	5 days	3/17/2000 8:00	3/23/2000 17:00	57	PE1
59	Physical and configuration migration	5 days	4/12/2000 8:00	4/18/2000 17:00	42, 58, 49, 51, 41	PE1, PE2
60	Project closure	2 days	5/5/2000 8:00	5/8/2000 17:00		
61	TAC transition document created	1 day	5/5/2000 8:00	5/5/2000 17:00	55, 59	PE1
62	Lessons learned meeting and report	1 day	5/8/2000 8:00	5/8/2000 17:00	61	PE1
63	Project close	0 days	5/8/2000 17:00	5/8/2000 17:00	62	