**VIDEO PRODUCTION GANTT CHART TEMPLATE EXAMPLE**

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| PROJECT NAME | PROJECT MANAGER | START DATE | END DATE |
| Video Project Alpha | Micah E. | MM/DD/YY | MM/DD/YY |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **AT RISK** | **TASK NAME** | **STATUS** | **ASSIGNED TO** | **START DATE** | **END DATE** | **DURATION** in days | **COMMENTS** |
|  | Choose a story | Complete | John K. | 01/22 | 01/08 | 6 |  |
|  | Determine length | In Progress | John K. | 01/04 | 01/11 | 7 |  |
|  | Write script | Not Started | Virginia W. | 01/07 | 01/11 | 4 |  |
|  | Create shooting script | On Hold | Malik M. | 01/10 | 01/15 | 5 |  |
|  | Create script breakdown | In Progress |  |  |  |  |  |
|  | Create a storyboard | Complete |  |  |  |  |  |
| **X** | Determine the budget | On Hold |  |  |  |  |  |
|  | Scout and select locations |  |  |  |  |  |  |
| **X** | Get location permits and permissions |  |  |  |  |  |  |
|  | Determine equipment needs |  |  |  |  |  |  |
|  | Inventory existing equipment |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
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*NOTE: To build out the chart portion below, please complete the chart data in the Excel Video Production Gantt Chart Template. A screenshot of the chart area can be captured and pasted into the Word version.*

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