**[](https://www.smartsheet.com/try-it?trp=11770&utm_source=integrated-content&utm_campaign=/content/microsoft-word-project-management-templates&utm_medium=Microsoft+Word+Project+Schedule+doc+11770&lpa=Microsoft+Word+Project+Schedule+doc+11770)MICROSOFT WORD PROJECT**

**SCHEDULE TEMPLATE**

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| --- | --- | --- | --- | --- | --- |
| PROJECT NAME |  | | | PROJECT MANAGER |  |
| PROJECT DELIVERABLE |  | | | | |
| SCOPE STATEMENT |  | | | | |
| START DATE |  | END DATE |  | OVERALL PROGRESS |  |

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| --- | --- | --- | --- | --- | --- | --- |
| **TASK NAME** | **ASSIGNED TO** | **START  DATE** | **END  DATE** | **DURATION**  in days | **STATUS** | **COMMENTS** |
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