# Topic Exploration Pack

# Thinking Ahead Gantt Chart

Imagine that you are going to be planning three act gig over the space of six months.

You have the following groups of people in your team:

**\*\*\*\*\*\*\*\*\*\*\*\*\*\***\*

* Marketing/promotional (red/stars)

**$$$$$$$$$$$$$$$$$$$**

* Accounting/management (including yourself) (blue/dollar signs)
* Stage management (orange/stripes)

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* The bands and their managers (green/dashes)

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The following things need to happen:

|  |  |  |
| --- | --- | --- |
|  | **List in Order + Who Is Going  to Do That Task?** | **Anything Else? Who Is Going to Do It?** |
| Managing accounts |  |  |
| Final round up of finances |  |  |
| Recording the show |  |  |
| Promoting a DVD of the show |  |  |
| Making leaflets |  |  |
| Seating plans |  |  |
| Making tickets |  |  |
| Making posters |  |  |
| Selling tickets |  |  |
| Printing posters |  |  |
| Rehearsals |  |  |
| Set up stage |  |  |
| Make performances |  |  |
| Social networking promotion |  |  |
| Decide who you want to book |  |  |
| Financial forecasting |  |  |

**Activity 1:** It doesn’t look like the activities above are in order. In the table above put them in a logical order.

**Activity 2:** Add anything else you think needs to happen in the last column.

**Activity 3:** Produce a Gantt chart using the table below. A couple of examples have been added to get you started.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Month 1** | **Month 2** | **Month 3** | **Month 4** | **Month 5** | **Month 6** |
| Decide who to book | **$$$$$$$$$$$$$$$$$$$** |  |  |  |  |  |
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| Managing accounts | **$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$$** |  |  |  |  |  |

Questions about your Gantt chart

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| --- |
| Let’s say you wanted to book P!nk, Paramore and Ed Sheeran for your concert. Are there any specific things that might affect whether or not they can attend your concert? |
|  |
| Why might your Gantt chart not work the way you originally planned? |
|  |
| Are there any other variables you might not be able to have control over? (e.g. The weather) |
|  |
| Which variables **do** you have control over? |
|  |
| Are there any parts of the activities that you have planned that are non-essential? |
|  |
| Are there any parts of your Gantt chart that could happen at the same time? |
|  |
| Are there any parts of your Gantt chart that **need** to happen at the same time? |
|  |