

Glossary

1. **Gantt Chart**

A Gantt chart is a type of bar chart used to illustrate work break down structure of a project schedule comprising of summary and detail elements, especially the tasks and the milestones.

2. **Dependency**

Something dependent or subordinate

3. **Critical Path**

Longest sequence of activities in a project plan which must be completed on time for the project to complete on due date

4. **Schedule**

A plan for performing work or achieving an objective, specifying the order and allotted time for each part

5. **Milestone**

A milestone is a reference point in a project schedule to indicate an important interim goal or objective to be achieved while the project is getting executed.

6. **Interim**

An interval of time between one event, process, or period and another

7. **Project management**

Project management is a methodical approach to planning and guiding project processes from start to finish

8. **Terminal elements**

Terminal elements are the lowest level tasks in a schedule, which cannot be further subdivided

9. **Project Plan**

A project plan is a document stating of how and when a project's objectives are to be achieved

10. **Summary elements**

Summary elements comprise of one or more terminal elements, and hence represent a group of activities to be completed for achieving a common objective or milestone

11. **Work break down**

Decomposing the project into sub-components and tasks to achieve interim and final objectives is called work break down

12. **Work break down structure**

The resulting tree structure of the work break down structure with groups of tasks is called a work break down structure.

13. **Task**

A task represents work to be accomplished within certain timelines, in order to achieve all or some of the project's objectives

14. **Timeline**

A schedule of activities or events

15. **Decomposing**

To separate into components or basic elements