**[A blue and white sign

Description automatically generated](https://www.smartsheet.com/try-it?trp=8549&utm_source=template-word&utm_medium=content&utm_campaign=Microsoft+Word+Project+Timeline-word-8549&lpa=Microsoft+Word+Project+Timeline+word+8549)Microsoft Word Project Timeline Template**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| PROJECT NAME | **NAME** | | | PROJECT MANAGER | Name |
| PROJECT DELIVERABLE | Description | | | | |
| SCOPE STATEMENT | Description | | | | |
| START DATE | MM/DD/YY | END DATE | MM/DD/YY | OVERALL PROGRESS | **0%** |

OTHER

DEVELOPMENT

OTHER

APPROVED

LAUNCHED

PLANNING

STATUS KEY

RISK LEVEL

LOW

MEDIUM

HIGH

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **20XX – Q1** | | | **20XX – Q2** | | | **20XX – Q3** | | | **20XX – Q4** | | | **20XX – Q1** | | |
| **JAN** | **FEB** | **MAR** | **APR** | **MAY** | **JUN** | **JUL** | **AUG** | **SEP** | **OCT** | **NOV** | **DEC** | **JAN** | **FEB** | **MAR** |
| **TEXT** | **TEXT**  **TEXT** |  |  | **TEXT**  **TEXT** |  | **TEXT** | **TEXT**  **TEXT** |  | **TEXT** | **TEXT**  **TEXT** | **TEXT** |  |  |  |

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