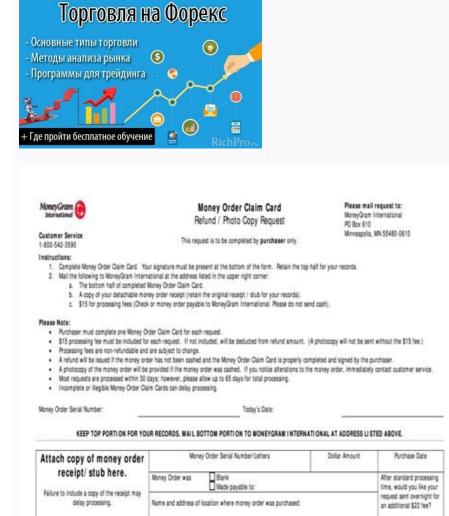
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Continue



PROJECT MAN	NAGER CO	VER LETTER SAMPLE	
your.name@gmail.com		142 Your Address, City Name, CA XXXXX	

☐Yes ☐No

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[Hiring Manager's Name] [341 Company Address] [Company City, State XXXXX] [(XXX) XXX-XXXX] [hiring.manager@gmail.com]

Dear [Mr./Mrs./Ms.] [Manager's Name],

I am writing to apply for the IT Project Manager position at Systems+, as advertised on [Website Name]. I am confident that my 12 years of solid experience and diverse capabilities in project management make me an ideal candidate to successfully fulfill this position.

During my time working as a Project Manager at Angel Builders, I was the second-in-charge to the Project Manager in leading a medium-sized development team. I was charged with the responsibility of helping oversee a range of critical projects from conception to delivery.

I was commended by my manager for demonstrating strong skills in:

- · Proactively managing important and time-sensitive projects
- Developing innovative solutions to critical problems
- Balancing stakeholder expectations with those of the company
- Working collaboratively with other team members to establish efficient systems of operation

In my time at Angel Builders, I was noted for having achieved the following:

- Executing a number of highly profitable projects with budgets over \$200,000 . Working with my team to manage the accounts of prestigious international brands and clients
- Possessing a strong understanding of statistics, quality improvement techniques, FMEA, and RCA
- Contributing successfully to Q & A testing, product SOW, integration, and user documentations.

Furthermore, I have a strong academic background to ground my work. After completing my Bachelor of Construction Management at the Worthington University, I went on to score in the top 2% as PMI Agile Certified Practitioner. I plan to draw on these methodologies at Systems+ to effectively complete project scheduling, issue tracking, and resource management tasks.

I believe that the above qualities and experiences would make me a valuable addition to your company. If there is any more information you would like me to provide, please do not hesitate to contact me.

[Your Name]

Sincerely,

## SCRUM MASTER

tprotocity@mail.com

\$ 1907) 157-8544 Q 300 Turnapain Ave., Archenigo, AK 95007

August 31, 2020

[miring Manager's Name] 47 Company Address Anchorage, AK, 94301 ((maid x00-st00)) (hiring manager@email.com)

Dear JMr./Mrs./Mts.) [Hiring Manager's Name].

As a Certified Scrum Master with 6 years of experience in the financial services industry, I'm confident FII be an excellent fit for (Company Name)'s vacant Scrum Master role. My substantial expertise in scaled agile framework and software development life cycle has provided me with the necessary skills to successfully provide your company with enhanced project and product deliveries.

Currently, as Scrum Master for Otilbank, I lead scrum sprints using the core tenets of the scrum framework to help two scrum teams deliver the highest quality products with fewer backlogs. In this capacity, I led the successful transformation of the teams' waterfall mindset to agile by developing effective training materials. The following is a snapshot of my key strengths:

- Implemented projects worth \$200 million, providing leadership to more than 20 applications. teams and multiple scrum teams concurrently
- Fostered a scaled agile environment, facilitating communication between scrum team and product pwner
- Maximized the delivery of business value by guiding teams to leverage borum practices and values.

Thank you for considering my candidacy for this position. I'm eager to discuss your needs and my background in greater datall with you in an interview.

Sincerely,

(Your Name)

## Sprint 2 Calendar Thurs Friday Mon Tues Wed Week 1 5-Jan-17 6-Jan-17 2-Jan-17 3-Jan-17 4-Jan-17 52 52 52 Sprint 1 Tues Wed Thurs Friday Mon 2 9-Jan-17 10-Jan-17 12-Jan-17 13-Jan-17 11-Jan-17 Week 52 52 52 52 52 Wed Thurs Mon Tues Friday Week 3 16-Jan-17 17-Jan-17 18-Jan-17 19-Jan-17 20-Jan-17 52 Sprint 3 **Previous Sprint Future Sprint** Legends

Smartsheet is a cloud-based platform that allows teams and organizations to plan, manage, and report on projects, helping you move faster and achieve more. ICAgile Certified Coaching (ICP-ACC)The Agile Certified Coaching ( project activities according to your needs, and then add start dates and end dates and watch as task duration and corresponding task bars populate automatically. This template allows you to add project tasks, role assignments, and deadlines, and also make time-sensitive decisions at each phase of a project. Try Smartsheet for free, today. It deals with various Agile approaches such as Scrum, Kanban, and Extreme Programming (XP). The Agile Certified Practitioner certification, you must earn 30 professional development units (PDUs) in Agile topics every 3 years. Is PMI-ACP better than PMP? ACP is centered on an agile approach to project management, where PMP focuses on traditional project management methodologies with a broader scope. As you undergo one-on-one training experience, you'll learn the Agile techniques to manage and successfully complete projects. All rights reserved. It provides a full view of all the conversations you've had with your project team. ClickUp's Multiple Views help reflect any of your project management, Extreme Programming, or any project management methodology, ClickUp can easily adapt to it. Here's a closer look at what ClickUp offers: A. Before taking the examination, you're required to attend a 2-day Leading SAFe training course. Offered by Scaled Agile framework Business agility Program increment planning Lean portfolio management certificate covers domains covered This Agile project management certificate covers domains like: Fundamentals of the Scaled Agile framework Business agility Program increment planning Lean portfolio management certificate covers domains like: Fundamentals of the Scaled Agile framework Business agility Program increment planning Lean portfolio management certificate covers domains like: Fundamentals of the Scaled Agile framework Business agility Program increment planning Lean portfolio management certification prerequisites Pricing Starts at the scaled Agile framework Business agility Program increment planning Lean portfolio management certification prerequisites Pricing Starts at the scaled Agile framework Business agility Program increment planning Lean portfolio management certification prerequisites Pricing Starts at the scaled Agile framework Business agility Program increment planning Lean portfolio management certificate covers domains like agile framework Business agility Program increment planning Lean portfolio management certificate covers domains agile framework Business agile fra \$725.Note: The first exam attempt is included as part of the Course registration fee, provided you take it within 30 days of course completion. For this certification, CertiProf has adopted the Scrum framework knowledge, key definitions and roles. You can monitor them to ensure things are progressing smoothly. You can also customize it with various graphs like: Wait... these aren't all of ClickUp's features! This versatile Agile tool offers tons of other features, like: Team Reporting: detailed reports for insights into your in-house or remote team's performance Multiple Assignees: quickly assign multiple team members to any taskPulse: view your workspace's hourly activity for any dayPriorities: prioritize tasks according to their urgencyDependencies: know the correct order of the tasks to be attemptedDocs: create and share project team membersGoals: keep your Scrum or Agile team motivated with goals and targetsYou're now familiar with different Agile project management certifications. So choosing one shouldn't be a tough decision, right? Just go through the certification isn't enough. You need to put it to good use as well! We're Hiring! Love your work. "Bug Testing", "Document Review", and "Grammar Check"! You can get as detailed and creative as you want! The best part? All you'll need is a glance at a task's status to know what stage it's in! Each ClickUp task comes with a dedicated comment section. This cool space helps you: Discuss your tasks' approachEasily share relevant files and links Address. concerns and questions within the right contextTag project team members for definite follow upsConvert comments, you can avoid miscommunication and boost your teamwork. Nope, think again. As ClickUp saves all your comments, mentions, links, and attachments, you can easily access them later. In ClickUp's Chat view, you can review those important conversations later to clear any confusion or disputes. It can be anything from implementing Agile principles to simply conducting Agile principles to simply management training courses teach you strategies to tackle challenges the correct way. For additional project management template, a basic Gantt chart template, and many more helpful calendar and timeline templates for your next project. Download Project Deadline Calendar Template Excel | Word This customizable project deadline calendar template is designed for the project planning professional in charge of delegating, scheduling, and tracking the overall progress of a basic or complex project. Upon successful payment and registration, you'll receive an email with the login credentials to take the exam. Note: These credentials are valid only for six months. Offered byInternational Association of Project Managers. Domains covered This certification is based on the Agile PM Guide 2.0. What's the Agile PM Guide 2.0 Extreme Programming). Certification prerequisites for this Agile project management can be super useful. Pricing the US: 650,00 CHF (\$689.414) For the US: 650,00 CHF (\$689.414) For the US: 650,00 CHF (£475.85) 7. It also covers the concepts to help you manage an Agile team easily. There is no specific certification exam to earn this certification. Download Project calendar template Excel | Word | PDF This project tasks, milestones, and key deadlines at a glance. Schedule out project tasks, subtasks, activity ownership, deadlines, completion status, and more. Shows your dedication towards the roleObtaining a certification in Agile management shows your dedication towards the roleObtaining a certification in Agile management shows your dedication towards the roleObtaining a certification in Agile management shows your dedication towards the roleObtaining a certification in Agile management shows your dedication towards the roleObtaining a certification in Agile management shows your dedication towards the roleObtaining a certification in Agile management shows your dedication towards the roleObtaining a certification in Agile management shows your dedication towards the roleObtaining a certification in Agile management shows your dedication towards the roleObtaining a certification in Agile management shows your dedication towards the roleObtaining a certification in Agile management shows your dedication towards the roleObtaining a certification in Agile management shows your dedication towards the roleObtaining a certification in Agile management shows your dedication towards the roleObtaining a certification in Agile management shows your dedication towards the roleObtaining a certification towards the roleObtain teams have clarity into the work getting done, there's no telling how much more they can accomplish in the same amount of time. This helps you block out distractions and focus better on your project workload. What's more? You can even customize your personalized space by simply checking the items (comments, subtasks, checklists) you want to see in your Me Mode. Ever wished for some magic spell to help you automate repetitive manual tasks? Well, that's exactly what you get with ClickUp's Automation feature! (No Harry Potter stuff here, just sheer software brilliance.) ClickUp lets you automate repetitive and recurring tasks, helping you save time to focus on essential tasks. Here's how ClickUp's workflow Automation works: When a trigger is initiated, and the condition is satisfied, a preset action is executed automatically. While ClickUp offers 50+ prebuilt Automations. Here are some of the prebuilt Automations: Change the assignee automatically when a task's status changes Automatically assign new tasks to specific team membersApply a template and tags to save time while creating a taskUpdate task priority automatically when its checklist is clearedPost a comment when all subtasks within a task are marked closedSure! For more information on our preset Automatically when its checklist is clearedPost a comment when all subtasks within a task update task priority automatically when its checklist is clearedPost a comment when all subtasks within a task update task priority automatically when its checklist is clearedPost a comment when all subtasks within a task update task priority automatically when its checklist is clearedPost a comment when all subtasks within a task update task priority automatically when its checklist is clearedPost a comment when all subtasks within a task update task priority automatically when its checklist is clearedPost a comment when all subtasks within a task update task priority automatically when its checklist is clearedPost a comment when all subtasks within a task update task up you a clear idea of everything happening around in your workspace. Download Agile Project Plan Template Excel | Smartsheet Specify the project plan template. After this, you will be ready to embark on a journey towards the Scrum Advanced Professional certificate (SAPC). This Gantt chart provides a visual overview of both granular and high-level activity progress, which allows you to easily communicate critical project details to your team and stakeholders. Download Advanced Gantt Chart Template - Google Sheets This advanced Gantt chart template captures all main project tasks and subtasks, due dates, actual completion dates, and deadline variances. Download Annual Project Timeline Template - Excel This annual timeline template provides a high-level view of key project events, activities, and milestones over the course of a year. Simply add project tasks, milestones, and key dates, and then color-code task bars according to task ownership. Simply add the planner start date at the top of the template; then add important tasks and notes to ensure that your team starts and completes project activities on schedule. From simple task management and project planning to complete project activities on schedule. From simple task management, Smartsheet helps you improve collaboration and increase work velocity -- empowering you to get more done. The Smartsheet platform makes it easy to plan, capture, manage, and report on work from anywhere, helping your team be more effective and get more done. Utilize the color-coded key at the bottom of the template to easily locate designated activities according to stakeholders. Download 2022 Monthly Marketing Calendar Template — Excel Use this marketing calendar template to plan out multiple event-specific tasks on a month-by-month basis. PMI Agile Certified Practitioner (PMI-ACP)Created by Agilists, the PMI Agile Certified Practitioner certification formally recognizes an individual's knowledge and skills in Agile principles and techniques. This helps boost your skills, knowledge, and enhance your abilities. To help you avoid that, let's take a look at three key reasons why you need an Agile project Planning Calendar with Notes — Excel This yearly calendar template enables you to plan out multiple projects and events in a calendar format that is easy to scan and modify. Download Project Schedule Template Excel | Google Sheets | Smartsheet This customizable project scheduling template of simple or advanced project plan. Download Project Timeline Template Excel | Google Sheets | PPT | Smartsheet This template is intended for the project planner who needs something more dynamic than a traditional, static project calendar. At the end of the training, you need to take an open book exam. Each retake costs \$50.5. Professional Scrum Master I: to validate the knowledge of the Scrum framework and its applicationProfessional Scrum Master II: learn to use the Scrum framework for real-world applicationProfessional Scrum framework for real-world applicationProfessional Scrum Master III: for those who have cleared the PSM I and II assessments and plan to master the Scrum approachThe certification exam for:PSM I contains 80 questions with a time limit of 60 minutesPSM II contains 30 questions with a time limit of 90 minutesPSM III contains 33 questions with a time limit of 120 minutesPSM III contains 30 questions with a time limit of 120 minutesPSM III contains with a time limit of 120 minutesPSM III contains with a time limit of 120 minutesPSM III contains with a time limit of 120 minutesPSM III contains with a time limit of 120 minutesPSM III contains with a time l planningCertification prerequisitesThere are no formal prerequisites for these certifications. Yep. PricingFor Professional Scrum Master II assessment: \$3506. Report on key metrics and get real-time visibility into work as it happens with roll-up reports, dashboards, and automated workflows built to keep your team connected and informed. Our examination is a multiple-choice online test and you can take it from your PC, anywhere around the world. Custom Task Statuses for different project needs project ream connected and informed. Our examination is a multiple-choice online test and you can take it from your PC, anywhere around the world. Custom Task Statuses for different project needs project ream connected and informed. to only a set of default statuses, you can end up with guite a few irrelevant ones. That's why ClickUp lets you create Customized Task Statuses which helps you reflect your projects, you can create various projects, you can create various projects. milestone details, and the task bars will update automatically as you make modifications. Use the template to keep each marketing event organized and successful, from planning Scrum events Advanced Scrum concepts Act as Scrum Masters for Scrum Teams and stakeholders from an in-depth understanding of Scrum The Learning Objectives for this certification are based on: • Scrum Guide, • Agile Glossary, Target Audience This certification is appropriate for anyone who is interested in becoming a Scrum Master. A training course is usually 21 hours of instructional activities across a period of three days. Offered by The International Consortium of Agile coach Responsibilities of an Agile coach Certification prerequisites There are no prerequisites for this certification. Pricing The price of the certification depends on the training course provider. You picked the right certification for you and have now become a certification for you and have now bec prepares you to handle these, you also need a platform for seamless execution. All you need is a powerful tool like ClickUp that can make managing Agile projects and collaborating with your Agile team, ClickUp's got e-v-e-r-y-t-h-i-n-g covered!Here's how ClickUp makes managing projects super easy for you: 1. After the completion of the Scrum Master Professional Certificate exam, you can expect to gain a general overview and understanding of Scrum theory, practices, and rules. This helps boost your skills, knowledge, and enhance your abilities. This naturally shows employers that you're dedicated to mastering Agile project management professional is expected to cross any hurdle that comes in the path of successful project completion. You'll also become a certified Agile professional, adding value to your resume. But does picking the right Agile certification leave you feeling like this? Well, it doesn't have to be! In this article, you'll learn what an Agile project management certification is and why you need one. The simple, easy-to-use format displays key project tasks, start and end dates, task duration, and corresponding task bars that update with inevitable project changes. You can attempt the tasks in a sequence and check them off as you progress through this simple checklist. An Agile project manager can use the Box view to instantly get high-level overviews of everything going on in their organization. How? As all the tasks are sorted by assignee, you can quickly take stock of everyone's workload and assign tasks accordingly. Does managing your project schedule in no time. You can even toggle between each Calendar view, such as: Days: to view all scheduled project schedule feel like a tedious task? Not anymore! With ClickUp's Calendar view, such as: Days: to view all scheduled project schedule feel like a tedious task? Not anymore! With ClickUp's Calendar view, such as: Days: to view all scheduled project schedule feel like a tedious task? Not anymore! With ClickUp's Calendar view, such as: Days: to view all scheduled project schedule feel like a tedious task? Not anymore! With ClickUp's Calendar view, such as: Days: to view all scheduled project schedule feel like a tedious task? Not anymore! With ClickUp's Calendar view, such as: Days: to view all scheduled project scheduled pr tasks on a given date4-Days: to view your tasks that are scheduled over a rolling four day periodWeek: for a look at your weekly project scheduleMonthly: for a bird's eye view of your what's coming up over the next monthWith ClickUp's Me Mode, you can quickly view all the tasks, comments, and subtasks assigned only to you. With holidays already included, this calendar is ready for you to schedule out crucial project tasks, events, and due dates, and also includes additional space for notes. Download IT Project Gantt Chart Template - Google Sheets This template is intended for the IT project manager who oversees the planning, role assigning, and scheduling of a company's IT initiatives. CertiProf® offers the Scrum Master Professional Certificate (SMPC®) Program to validate your knowledge about Scrum. Prerequisites for this certification Exam Format: Multiple choiceQuestions: 40Language: English/Spanish/German/Portuguese Pass Score: 32/40 or 80% You will have two attempts within 180 calendar days after you receive your initial welcome email to pass the test at no cost. This feature-based template allows your team to determine the priority of functionalities for development in current and upcoming iterations. Download Construction Project Timeline Template - Google Sheets This construction project timeline template comes pre-built with standard construction tasks, from demo prep to wrap-up. Add project tasks and due dates, assign roles, and track activity progress to promote team accountability and ensure your next project stays on schedule. This template also allows you to select role assignments, choose deadlines, and track activity status to ensure that your Agile project stays organized and delivers value to key stakeholders. Add essential project notes, including information on scheduling, budgeting, resources, and project risks, to provide the visibility necessary to make critical and timely decisions. To see more monthly and yearly calendar options for download, check out these 15 free monthly calendar templates. For the Agilepm Practitioner certification exam, it's a 50 question open book exam with a time limit of 150 minutes. Offered by AXELOS Ltd. Domains covered This certification course is composed of modules like: PRINCE2 Agile overview Themes and processes in an Agile setting Scrum, Kanban and Lean start-upPRINCE2 Agile case study and activitiesCertification. However, for the Agilepm Fractitioner certification, you need to have one of the following certifications: PRINCE2 Foundation (or higher) PRINCE2 Agile Foundation Project Management Qualification (PMQ)Certified Associate in Project Management (CAPM)IPMA (International Project Management Association) Levels A, B, C, and DPricing For online PRINCE2 Agile Foundation & Practitioner: \$1555For blended pack: \$18603. Duration and color-coded task bars will auto-populate as you enter key dates. We recommend you to continue your Scrum professional education with the Product Owner Professional Certificate (SPOC), followed by the Developer Professional Scrum professional education with the Product Owner Professional Scrum professional Certificate (SPOC), followed by the Developer Professional Education with the Product Owner Professional Certificate (SPOC), followed by the Developer Professional Education with the Product Owner Professional Certificate (SPOC), followed by the Developer Professional Certificate (S foundation level certification which covers Agile Practitioner: teaches individuals how to combine project structure, governance, and control with Agile methodology and techniques The PRINCE2 Agile Foundation certification exam consists of 50 objective type questions with a time limit of 1 hour. PRINCE2 Agile Project Management CertificationsThe PRINCE2 Agile Project Management certifications are a combination of the Agile methodology and PRojects IN Controlled Environments 2 (PRINCE2). This template provides project wisibility at both high-level and task-level views. Already excited to jump in and flex your project management skills? See Smartsheet in action. This also helps you become better equipped to identify problems before they amplify, saving both your time and other resources! Be sure to check out these top product management certifications vary depending on career path, but most oftentimes are PMP and CSM certifications. Sorta like a spacecraft's mission control center. How? Dashboards provide a high-level view of your entire project. We'll also highlight seven excellent certifications you can actually use your certification to become an effective Agile project management professional in 2021.A great workplace combines exceptional people with challenging problems. This template enables you to assign activity roles and important dates, and also includes plenty of space for comments. Watch a free demo Download 4-Week Project Timeline Template Excel | Word Save time when building out your next project plan (in either weekly or monthly increments) with this 4-week project timeline template. Join your dream team. Whether you're a seasoned project management, you're sure to find all the features to help you become an Agile project management rockstar! It has all the features to help you become an Agile project management rockstar! Sign Up Today! Download Scrum Project Management Gantt Chart Template - Google Sheets This customize taskbar colors to differentiate between roles, teams, or other categories in a visually organized way. You can quickly move individual tasks around with the drag and drop interface in alignment with the principles of the Agile method. The List view lists down tasks as GTD-style to-do lists, one below the other. Task duration and corresponding task bars will update automatically according to the dates you input, providing a visual display of team progress and the project's overall status. Enhance your Agile project management skillsTo manage an Agile projectsEnrolling in a dedicated certification programWhile learning on the job is great, it can be hard to find opportunities to do that. Required Task Views to adapt to your Agile project: If you like the Kanban approach, then this is the view for you. The exam contains 50 multiple choice questions with a time limit of 1 hour. Offered by The Scrum Alliance.Domains coveredCertified Scrum Master certification covers topics like:Prerequisites for this Agile framework) Agilist is a foundation level certification that teaches an individual how to implement SAFe to scale Agile development in an organization. The certification exam is a 45-question closed book exam with a time limit of 90 minutes. 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The Agile methodology offers a lot of benefits. Higher quality products, better project control, increased ROI, and most importantly, happier customers. So what better way to learn all about Agile project management than earning a certification? Both ACP and PMP certification? Both ACP and PMP certification are used to verify the knowledge of professional project management than earning a certification. an individual's professional development. Offered by Project Management Institute. Domains covered The Agile Practification program performance Continuous improvement Certification prerequisites for this certification program. are: A secondary degree 21 contact hours of training in Agile practices 12 months of general project experience within the last 3 years Pricing For members of the Project Management Institute: \$435For non-members: \$4952. Help SMPC® is a (registered) Trade Mark of CertiProf, LLC. This template helps you track progress from start to finish. Simply add activity dates and details to easily view upcoming events at a glance, prioritize tasks, and ensure timely completion of project deliverables. Join our amazing team!Let's get started. What Is an Agile Project Management Certification? An Agile project management certification not only adds value to your resume but also helps you take a step further in managing project management, you develop a project management, you develop a project management, in the Agile approach, a large project is broken down into smaller developmental cycles called sprints. At the end of each sprint, you take the customer's feedback, implement the changes in the next cycle, and then deliver the product. The benefit? This continuous improvement keeps the customer's feedback, implement the changes in the next cycle, and then deliver the product. The benefit? This continuous improvement keeps the customer's feedback, implement the changes in the next cycle, and then deliver the product. The benefit? This continuous improvement keeps the customer's feedback, implement the changes in the next cycle, and then deliver the product. The benefit? This continuous improvement keeps the customer's feedback, implement the changes in the next cycle, and then deliver the product. The benefit? This continuous improvement keeps the customer's feedback, implement the changes in the next cycle, and then deliver the product. The benefit is not continuous improvement keeps the customer's feedback, implement the changes in the next cycle, and then deliver the product that fits their next cycle, and then deliver the product that fits the next cycle, and then deliver the product that fits the next cycle, and then deliver the product that fits the next cycle, and the next cycle is not cycle to the next cycle is not cycle in the perfectly. Why Do You Need an Agile Project Management Certification? Obtaining a certification in Agile management certification in Agile Project Managemen 2021What's the best way to choose a certification course? Probably not the best idea here... You want to pick something that's going to suit your needs, right? To help you find a certification that suits you best, here's a list of seven carefully handpicked Agile project management certifications. For each Agile certification, we'll cover: Which project management institute offers itThe domains it coversWhat are its prerequisitesHow much it costs1. After all, why would a company hire a manager with no Agile experience to manage an Agile project? Additionally, limiting yourself to learning on the job could result in you taking months to grasp the required knowledge. But in a dedicated certification program, you'll learn these concepts much faster! The benefit? By learning these Agile concepts, you'll enhance your skills and gain a headstart to manage projects in an Agile environment. 2. This Agile concepts much faster! The benefit? By learning these concepts much faster! The benefit? By learning the benefit and b attend a classroom training. Upon successful completion of this ICAgile-accredited training class, you'll be awarded the certification. Use this template to help facilitate sprint planning, progress monitoring, and task ownership at both the main task and subtask levels. Download Basic Gantt Chart Template Google Sheets | Smartsheet Plan out each phase of your next project using this pre-built Gantt chart template. Want to be part of something great?

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