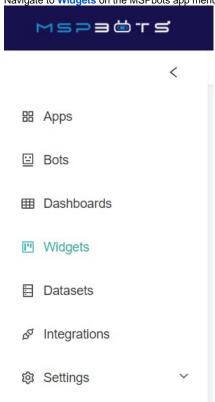
How to Create a Gantt Chart Widget

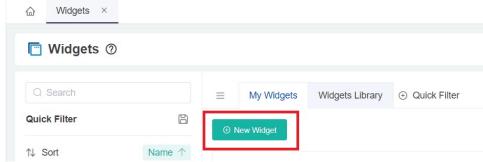
This article is a guide for creating a Gantt Chart widget. Follow this procedure to create a table of tasks or projects with the start time, duration, end time, progress, and assigned resources.

To make a Gantt chart widget

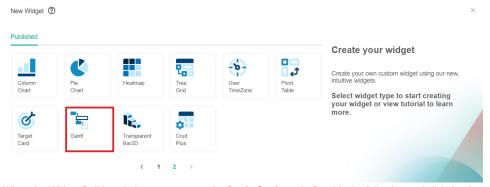
1. Navigate to Widgets on the MSPbots app menu.



2. Under My Widgets, click New Widget.

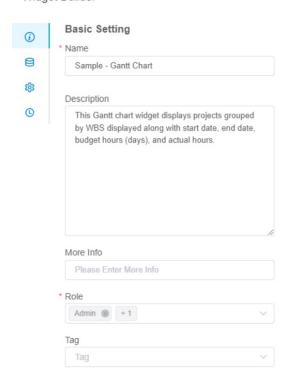


3. Select the **Gantt** widget type on the New Widget window.



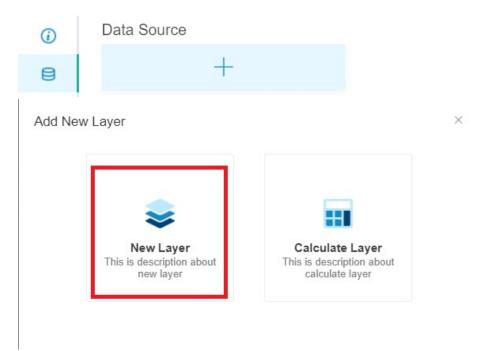
- 4. When the Widget Builder window opens, go to the Basic Setting tab. Provide the following and click Apply:
 - Name Give the widget a name.

- **Description** Give the widget a short description.
- Role Select the roles you want to give access to.
 Widget Builder



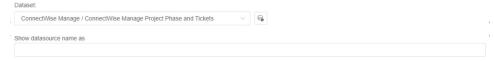
5. Next, go to the **Dataset** tab. Click the • button and select **New Layer**.

Widget Builder

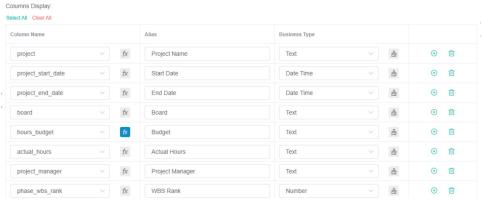


- 6. On the Dataset window,
 - a. Select the Dataset containing the information you want to use.

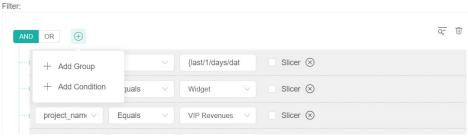
b. Give the data source a name and enter it in the Show datasource name as field (optional).



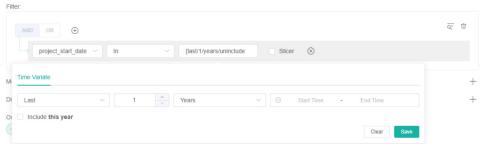
- c. For Columns Display
 - i. On the Column Name drop-down, select the fields you want to include in the Gantt chart. Click the 🕀 button to add more rows.
 - ii. Give each row an Alias and select a Business Type for each.



- d. For Filter
 - i. Click the button and choose Add Condition or Add Group.

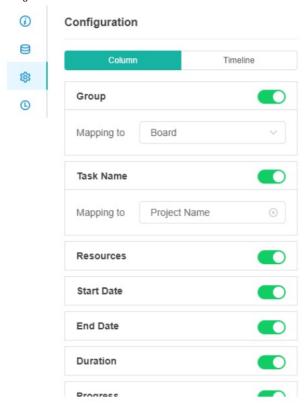


- ii. Add all the fields you want to filter.
- iii. Set a condition or logic for each field using the next two drop-downs. For a guide on each option, refer to What Conditions are Available for Creating Widgets?



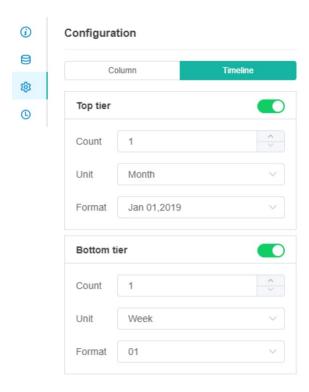
- iv. Select a logical operator for the filter group (AND or OR).
- v. Click Save.
- 7. Next, go to the Config tab.
 - a. On the Column tab, choose the columns to display in the Gantt chart and select the data source field for each.
 - i. Group This will group the task name based on the field selected.
 - ii. Task Name
 - iii. Resources
 - iv. Start Date
 - v. End Date
 - vi. Duration Adds "days" as a unit by default. If the field selected is in hours, divide the field by 24 hours using the button in the dataset window. Refer to Step 6c below.

vii. Progress



- b. On the Timeline tab, configure how the dates will be shown. By default, the dates are shown weekly for Top tier and daily for Bottom tier.
 - i. Count Determines the data that will be shown per unit. For example, if the unit used is day and the count is 2, the data shown will be for Mon - Wed - Fri - Sun, and so on.
 ii. Unit - Select Hour, Day, Week, Month, or Year.

 - iii. Format Choose among the available date formats in the drop-down field.



8. Click **Apply**. This will show a preview of the created Gantt Chart widget. Below is an example.

Preview

Task Name	Resources	Start Date	End Date	Duration	Progress	Jan 01, 2021				Feb 01, 2021			Mar 01, 2021					
						(03	10	17	24	31	07	14	21	28	07	14	21	28
▼ MC Projects		1/11/2021	12/6/2021	329.58 days	2													
Cloud Datac	Max Kaplan	8/12/2021	8/12/2021	0.04 days	1.83													
Cloud Project	Max Kaplan	2/11/2021	2/11/2021	0.08 days	4.63													
Phone Project	Max Kaplan	2/8/2021	2/8/2021	0 days	2.24						•							
Cloud Migrat	Max Kaplan	8/19/2021	8/19/2021	0.02 days	0.52													
Onboarding	Kimberly Mueller	2/15/2021	2/15/2021	0.33 days	0							Т						
CMMC Phas	Helder Machado	1/31/2021	1/31/2021	0 days	7.5				4	•								
Onboarding	Kimberly Mueller	6/14/2021	6/14/2021	0.04 days	0													
Onboarding	Kimberly Mueller	2/12/2021	2/12/2021	0.33 days	0													
Hinsdale Cul	Kevin Rookey	12/6/2021	12/6/2021	0 days	8.11													
Office 365 M	May Kanlan	3/11/2021	3/11/2021	0 days	0.37													

