To create a Gantt chart, execute the following steps.

1. On the Insert tab, click Bar and select Stacked Bar.

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2. Right click on the empty chart and click Select Data.

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3. Click Add and add the two Series (Start Date and Duration).

4. Click Edit under Horizontal (Category) Axis Labels and select the range A4:A11.

Select Data Source	? 💌
Chart data range: =Sheet1!\$A\$3:\$C\$11	
Switch R	.cow/Column
Legend Entries (Series)	Horizontal (Category) Axis Labels
Add ZEdit X Remove A	Edit
Start Date	Foundation
Duration	Walls
	Roof
	Windows, Doors
	Plumbing -
Hidden and Empty Cells	OK Cancel

5. Click OK.



6. Click the legend on the right side and press Delete.

7. The tasks (Foundation, Walls, etc.) are in reverse order. Right click the tasks on the chart, click Format Axis and check 'Categories in reverse order'.

Format Axis	
Axis Options Number Fill Line Color Line Style	Axis Options Interval between tick marks: Interval between labels: • Automatic Specify interval unit: 1
Shadow Glow and Soft Edges 3-D Format Alignment	Label distance from axis: 100 Axis Type: ● ● Automatically select based on data ● ● Text axis ● ● Date axis ● Major tick mark type: Outside Minor tick mark type: None ▲xis labels: Next to Axis
	Horizontal axis crosses: Automatic At category number: 1 At maximum category Position Axis: On tick marks Between tick marks Close

8. Click Close.



9. Right click the red bars, click Format Data Series, Fill, No fill.

Format Data Series		? 💌
Format Data Series Series Options Fill Border Color Border Styles Shadow Glow and Soft Edges 3-D Format	Fill No fill Solid fill Gradient fill Picture or texture fill Pattern fill Automatic Invert if negative 	
		Close

10. Click Close.

Dates and times are stored as numbers in Excel and count the number of days since January 0, 1900. 1-jun-2012 is the same as 41061. 13-jul-2012 is the same as 41103.

11. Right click the dates on the chart, click Format Axis and set the Minimum to 41061, Maximum to 41103 + duration last task = 41103 + 2 = 41105 and Major unit to 7.

Format Axis		? <mark>×</mark>
Format Axis Axis Options Number Fill Line Color Line Style Shadow Glow and Soft Edges 3-D Format Alignment	Axis Options Minimum: Auto Eixed 41061 Maximum: Auto Fixed 41105 Major unit: Auto Fixed 7 Minor unit: Auto Fixed 4.0 Yalues in reverse order 4.0 10 Logarithmic scale Base: 10 Display units: None 10 Show display units label on chart Major tick mark type: Outside Minor tick mark type: None 10 Axis labels: Next to Axis 10 Vertical axis crosses: Automatic 10 Axis value: 41030.0 10 Maximum axis value Maximum axis value 10	
	(Close

12. Click Close

Result. A Gantt chart in Excel.

