GANTT CHART

May=june2020			WEEK 1 MAY							WEEK 2 MAY							WEEK 3 MAY							WEEK 4 MAY							WEEK 5 (JUNE)							
			4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	
Activity/Task			M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	Finished work
Airfair	1,818 per person for a week	$14,544.00																																				foreign
hotel	147 per night for	$1,176.00																																				
reserch tradeshow X	done by company employee	$0.00																																				reserch
book tradeshow X	$80-$100 per square foot 20x10	$10,000.00																																				external company assistance
book 10 A2%A0 posters from companyX	$19.71 per poster	$197.10																																				
design posters	done by company employee	$0.00																																				design done by the company
design handout booklet	papper=$50, ink= $151.00	$201.00																																				
reserch of companys that make banners	done by company employee	$0.00																																				
book 3 banners from companyX		$432.00																																				
collect printing and banners from companyX	done by company employee	$0.00																																				collecting from company X&Y
create Slideshow presentations	done by company employee	$0.00																																				
print 15 A3&4 posters	done by company employee	$251.00																																				printing by company
short video clips	done by company employee	$0.00																																				
design gift bags of mugs,bands ect	done by company employee	$0.00																																				
choose company to make gifts	mug-3.10,wristbands-$0.06,pen-$2.40.	$2,780.00																																				
collect gifts	done by company employee	$0.00																																				
design business cards & find company	done by company employee	$0.00																																				
book business cards & handout booklet	50 cards $19.99, 750 $339.48 for A5 booklet	$599.38																																				
collect business cards	done by company employee	$0.00																																				
promotional display brands of (AVL)	done by company employee	$0.00																																				company products
Purchase Macgyver kit	can cost from $100-300	$300.00																																				puchasing
purchase Power Strip and Extension Cords	power strip- $159, entension-$25	$418.00																																				
Refreshments & crockery	$17 per bottle,food-25 ,crackey-$70 per 200	$3,715.00																																				
seek out countryX language speakers	could cost nothing or cost $35-$60 per hour	$1,440.00																																				other
Total cost	expected $15,000-$60,000	$28,977.00																																				