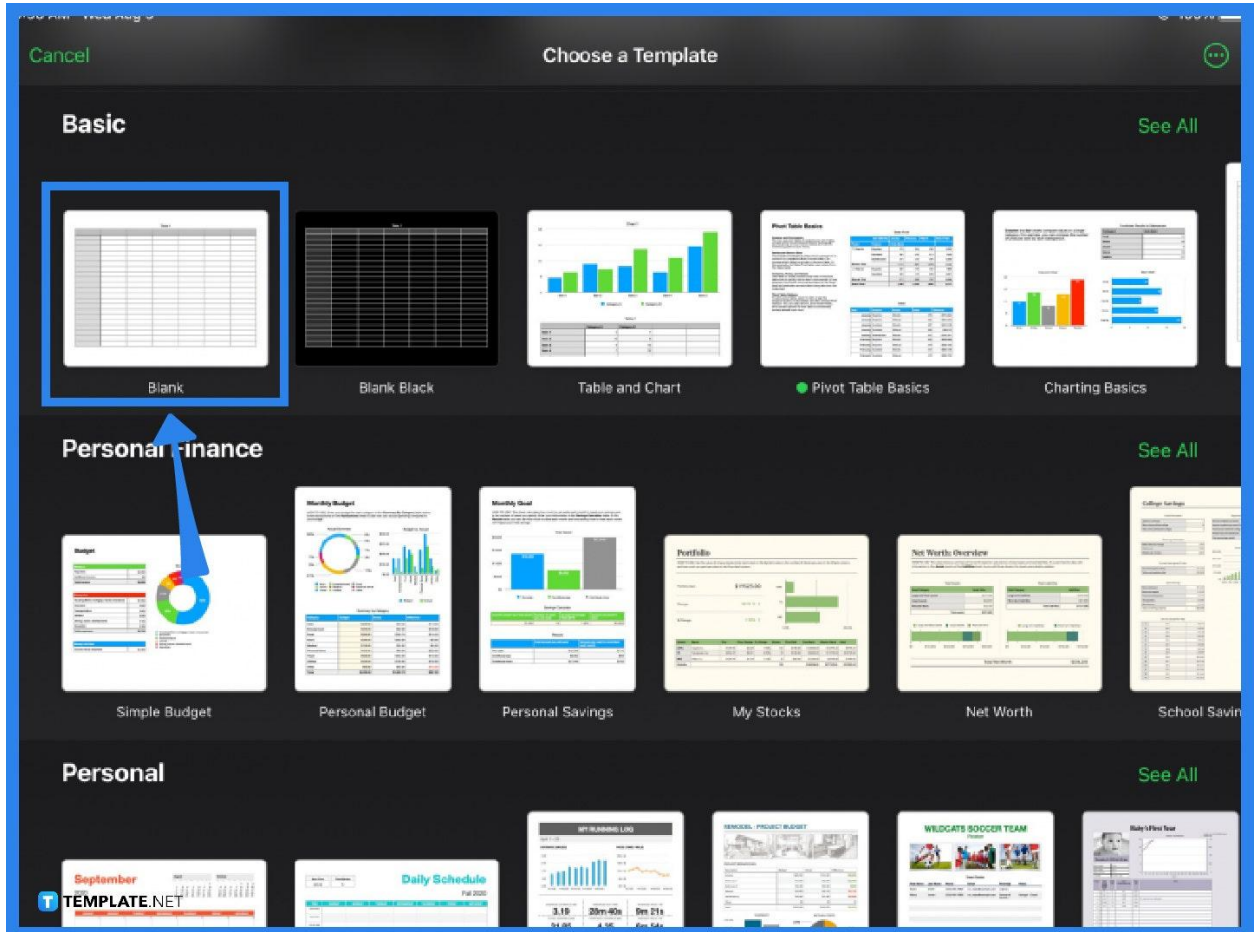


- **Step 1: Start with a Template**

Although there is no Gantt chart in the template gallery, Apple Numbers still offers a basic guide on the different kinds of charts available. Open Apple Numbers and under Basics in the template collection, select Charting Basics.



- **Step 2: Input the Data**

You can create a new sheet by clicking on the + sign at the topmost section on the left side of the page. Input your project data and fill in the rows and columns with the necessary details. Once you are done organizing your data, click on the + sign on the main toolbar on the right. Under 2D charts, select a simple bar graph and insert it to the spreadsheet.

The screenshot displays a spreadsheet application interface. At the top, the title bar reads "Spreadsheets" and "Charting Basics". A "+" icon in the top right corner is highlighted with a blue box. Below the title bar, there are tabs for "and Bar Charts", "Pie and Donut Charts", "Radar Chart", and "Interactive Chart". The main area shows a spreadsheet with columns A through E and rows 1 through 10. A table titled "Table 1" is visible, containing the following data:

	A	B	C	D	E
1					
2	Mary	45	₱12.00		
3	John	20	₱500.00		
4	Barry	10	₱200.00		
5	Jimmy	40	₱850.00		
6					
7					
8					
9					
10					

Below the spreadsheet, a horizontal bar chart is displayed, showing the data for Mary, John, Barry, and Jimmy. The x-axis ranges from 0 to 900. The bars are colored purple and pink. A blue arrow points from the spreadsheet area to a chart selection panel on the right. This panel is titled "Charting Basics" and shows various chart options under "2D", "3D", and "Interactive" categories. The "2D" category is selected, and a simple bar chart is highlighted. The bottom right corner of the application shows a "Cell" button with a lightning bolt icon.

- **Step 3: Format the Chart**

You'll see that your table data is visually represented in the Gantt chart. To edit or modify your chart, simply click on it and use the formatting tool to add a title and caption to your Gantt chart. With the formatting tool (paintbrush icon), you can also change the chart's color, style, gridlines, labels, size, etc.

The screenshot shows a spreadsheet application interface. At the top, there's a header with 'Spreadsheets' and 'Charting Basics'. Below the header, there are tabs for 'ts', 'Radar Chart', 'Interactive Chart', 'Data Comparison', '2-Axis', and 'Bubble Chart'. The main area displays a table titled 'Table 1' with the following data:

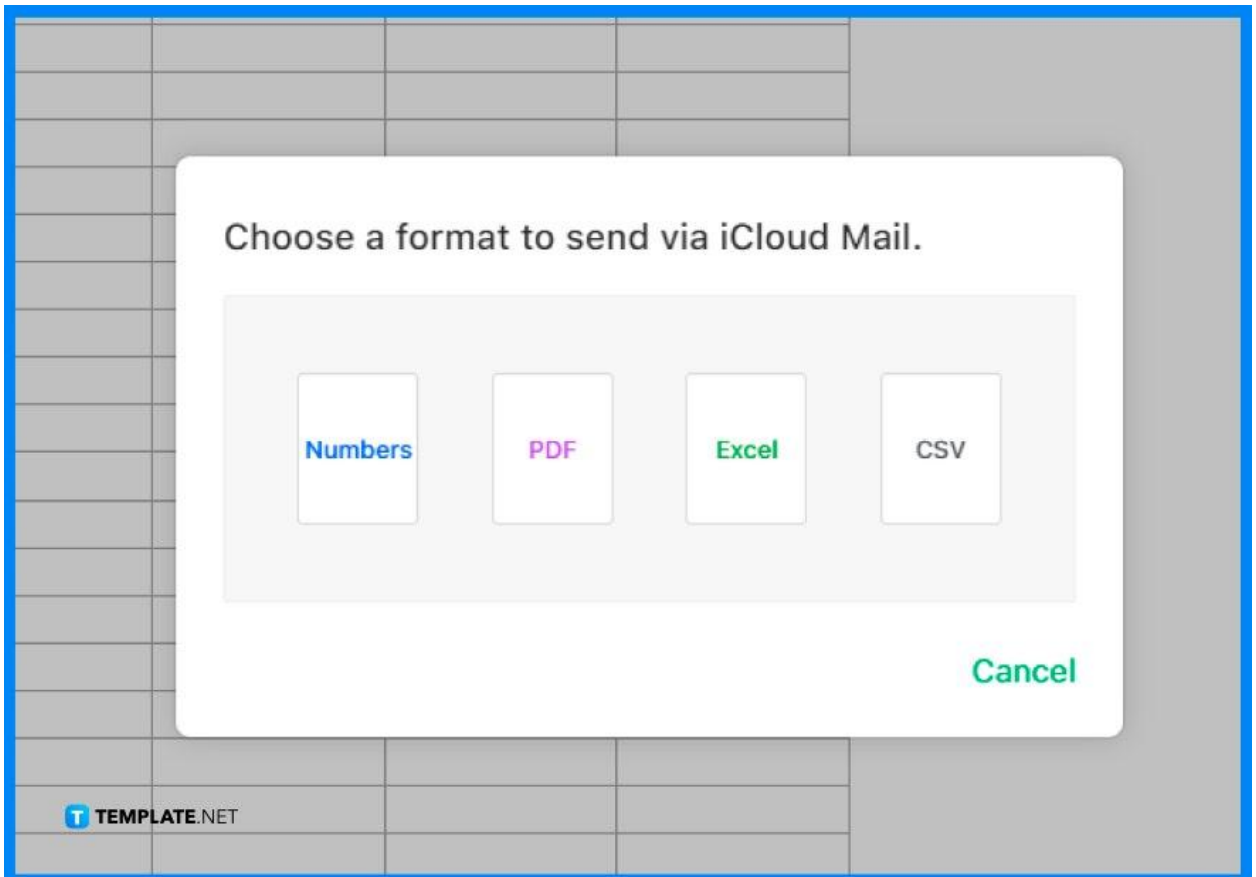
Mary	45	¥12.00	
John	20	¥900.00	
Barry	10	¥200.00	
Jimmy	40	¥850.00	

Below the table is a Gantt chart. The x-axis is labeled with values 0, 225, 450, 675, and 900. The y-axis lists the names Mary, John, Barry, and Jimmy. Each name has a horizontal bar representing a range. A blue arrow points from the table to the chart. On the right side, a formatting panel is open, showing options for 'Chart', 'Style', 'Data', and 'Arrange'. The 'Style' tab is selected, showing various color and style options. Below the style options are buttons for 'Edit Series' and 'Edit References'. Further down, there are toggle switches for 'Title', 'Caption', and 'Legend'. The 'Legend' toggle is currently turned on. Below these are dropdown menus for 'Chart Type' (set to '2D Bar'), 'Add Reference Line', 'Trendlines' (set to 'None'), and 'Error Bars' (set to 'None').

TEMPLATE.NET

- **Step 4: Export and Share the File**

Gantt charts that are used for project management normally require teamwork. With Apple Number's collaboration tool, you can easily allow your workmates or team members to view and work on the chart as well. Export and share your file by clicking on the More button (three encircled dots) located in the main toolbar. Apple Numbers make it possible for you to save or export your file in Excel, PDF, and other common file formats.



FAQs

Can you do a Gantt chart in Apple Numbers?

Yes, you can create your own Gantt chart using the extensive library of chart-making tools in Apple Numbers.

Does Apple have a Gantt chart?

Apple Numbers does not have a Gantt chart template in its collection of predesigned templates, but you can still make your own Gantt chart by using the Numbers' chart creation and editing functions.

How do you make a Gantt chart on Mac?

To create a Gantt chart on your Mac, you can utilize either the Apple Numbers or Apple Pages application.

How do I make a chart in Apple Numbers?

To make a chart in Apple Numbers, select the data you want to represent in a chart and click on the + icon on the main toolbar, then add a chart of your choice from the list of 2D and 3D charts.

What is a Gantt chart?

A Gantt chart is a type of chart that is mainly used as a project management tool to help professionals and teams conduct various activities including planning, monitoring, and scheduling.