

- 9.5. Prepare a Gantt chart, a deployment chart, a critical path-planning chart, and a budget for a different activity of your choice.
- 9.6. Prepare a write-up (or presentation) to management for the following proposals:
- A. You want to attend a professional meeting or take a short course in Europe.
 - B. You want your company to market a new widget.
- 9.7. You are going to prepare a three-course dinner for your gourmet dinner group for a party of eight.

Course	Item	Preparation Time	Eating Time
Appetizer	Bacon-wrapped water chestnuts	Cook in oven 10 minutes	10 minutes
Soup	Onion soup	Cook 30 minutes on stove	15 minutes
	Bread sticks	Warm 10 minutes in oven	
Entrée	French pot roast	Cook 2 hours in oven	40 minutes
	Mashed potatoes	Cook ready mix 10 minutes	
	Fresh mixed vegetables	Boil 20 minutes	
	Gravy	Cook juice from roast 10 minutes on stove	
Dessert	Apple pie	Cook 35 minutes in oven	15 minutes
	Ice cream	Let stand 5 minutes before scooping	

Prepare a Gantt chart, critical path flow chart and a stove deployment chart (i.e., oven top) for your dinner party.

- 9.8. You just won the State Lottery for \$5.3 M. Decide what to do, and prepare an implementation plan.

FURTHER READING

Blanchard, Kenneth, and Robert Lorber. *Putting the One Minute Manager to Work: How to Turn the Three Secrets into Skills*. Berkeley Books, Berkeley, CA, 1984. Increase your productivity using three easy-to-follow techniques.