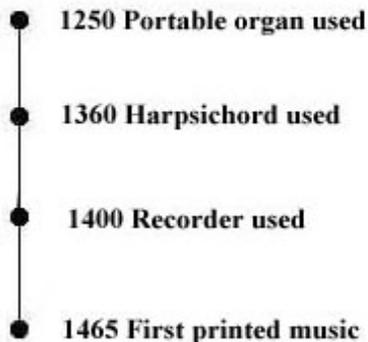**What is a Timeline?**
A timeline is an actual picture of events that happened in history. Timelines can be LINEAR or COMPARATIVE:

A **linear timeline** shows a picture of events as they occurred in a certain period of time. Use a linear timeline for one subject and time frame. A linear timeline can be written horizontally or vertically, for example:

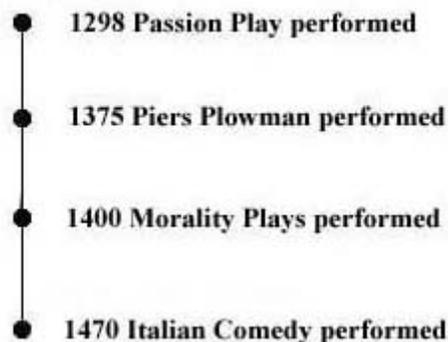1750   1800   1850   1900

A **comparative timeline** shows two or more subject areas which occurred at the same time; it shows readers the "big picture." A comparative timeline might compare historical events in two or more countries or compare two or more subjects like music and theater. A comparative timeline could look like this:

MUSIC	THEATER
1250 Portable organ used	1298 Passion Play performed
1360 Harpsichord used	1375 Piers Plowman performed
1400 Recorder used	1400 Morality Plays performed
1465 First printed music	1470 Italian Comedy performed

Writing Your Timeline

After you have gathered your facts, you are now ready to lay them out in chronological order to create a timeline. At the beginning of your timeline, mark the starting date and what happened on that date. Next, go to the end of the timeline and mark the ending date and what happened. In between these dates, mark the other important dates and what happened.

- You can't include everything that happened - choose what's most important or interesting to you
- Don't forget to list an event for every date on the timeline.
- Step back from your timeline and ask yourself some questions about the timeline. For example: What does the sequence of events suggest about history? How did earlier events affect later ones?

Creating a Timeline in MS Word http://www.microsoft.com/education/TimelinesWord.mspx

Plot History on a Line

1. Decide what the timeline will show: personal events, big political events, events related to a geographic area, randomly chosen events, and so on.
2. List the events in a sequence of earliest to latest.
3. Choose the period of time that the timeline will cover.

4. Decide what units of time to use (days, months, years, decades, centuries, etc.) to divide the timeline into segments.
5. Calculate the number of segments that the timeline will have.
6. Draw a line and divide it into the number of equal segments that are needed.
7. Label the dates on the appropriate segments, left to right
8. Decide where the dates and events would fall on the timeline and how to label them. For instance, you could write on the timeline, attach colored labels, or make a code that refers back to your chronology.
9. If the dates and events can be divided into two or three smaller categories or themes, try making parallel timelines with identical segment sizes.