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| The Phase | The Dates | The Tasks | The Dependencies | The Deliverables |
| Phase 1: Documentation & Planning | 4 September 2025 – 15 September 2025 | Define the scope, list the user roles (admin, coordinator, manager, and lecturer), create the requirements, and sketch rough drafts of GUI. | None | Draft of the System Design Document (SDD) |
| Phase 2: Project Refinement & UML | 16 September 2025 – 22 September 2025 | Create a UML class diagram, match UML to GUI, and improve the project plan. | Phase 1 | UML Diagram and updated project plan |
| Phase 3: GUI Prototype Design | 23 September 2025 – 20 October 2025 | Create the GUI prototypes (Sign up page, Login page, Home page, Submit claims page, Claim history page, Admin dashboard page). | Phases 1 and 2 | A completed GUI prototype |
| Phase 4: Prototype Testing & Refinement | 21 October 2025 – 5 November 2025 | Test the workflow and navigation, fix any problems and improve usability. | Phase 3 | A refined prototype |
| Phase 5: Final Documentation & Submission | 6 November 2025 – 15 November 2025 | Create the final report, proofread it, and submit it. | All earlier phases | A completed POE that is submitted |