**📋 Engage360 – UI Checklist (jQuery + Bootstrap 5 Version – Updated)**

**🔹 General**

* **Mobile-friendly layout using Bootstrap grid system**
* **Bootstrap 5 components (buttons, cards, navs)**
* **Navigation using jQuery show/hide or tabs (no SPA routing)**
* **Show loading indicators on actions (e.g. submitting form)**
* **jQuery event handling for clicks, form submits, toggles**

**👨‍💼 Employee Panel**

**🧭 Navigation (Sidebar or Top Nav)**

* **Use Bootstrap nav or sidebar**
* **On click, jQuery shows/hides page sections:**
  + **Submit Feedback**
  + **Rate Policies**
  + **Surveys**
  + **View Responses**

**📝 Submit Feedback Page**

* **Input for title**
* **Textarea for description**
* **Checkbox for "Submit Anonymously"**
* **Submit button**
* **jQuery: validate, clear form, show message**

**⭐ Rate Policies Page**

* **List of available policies (Bootstrap cards or list)**
* **Star icons or emoji rating system**
* **jQuery: capture rating, prevent duplicates, show confirmation**

**📋 Surveys Page**

* **List of available surveys**
* **“Take Survey” button opens modal or form**
* **jQuery: render questions, capture answers, simulate submit**

**📩 View Responses Page**

* **List of submitted feedbacks**
* **If HR responded, show under each feedback (collapse or accordion)**
* **jQuery: toggle response visibility, highlight new ones**

**🧑‍💼 HR Panel**

**🧭 Navigation**

* **Use tab-based or sidebar navigation**
* **Sections:**
  + **Feedback Responses**
  + **Analytics**
  + **Policies**
  + **Surveys**

**✍️ Feedback Responses**

* **Table: Title, Department, Date, Status, Action (Respond/Show)**
* **Modal/form to respond or edit response**
* **jQuery: prefill/edit response, show response date**

**📊 Analytics Page**

* **Info cards (e.g. total feedbacks, avg. policy rating)**
* **Pie chart for policy ratings**
* **Bar chart for survey responses**
* **Tables for feedback summary, policy ratings**

**🆕 🧾 Surveys Management Page (HR Only)**

* **Form to add new survey:**
  + **Survey title**
  + **Questions (MCQ, checkbox, text)**
  + **Options input per question**
  + **Save survey button**
* **Table to manage existing surveys**
* **jQuery to:**
  + **Dynamically add/remove questions**
  + **Submit and save survey structure**

**🆕 📚 Policies Management Page (HR Only)**

* **Form to add new policy:**
  + **Title**
  + **Description**
  + **Effective date (optional)**
  + **Upload button (if file-based)**
* **Table to view/manage existing policies**
* **jQuery to:**
  + **Add/delete policy from list**
  + **Update the employee view dynamically**

**🔐 Authentication**

* **Bootstrap-based login form**
* **jQuery: validate form, fake login logic**
* **Save user role to localStorage or a variable**
* **Show/hide panels based on login role (employee vs HR)**

**🧪 Manual Testing**

* **Test all screen sizes (responsive design)**
* **Validate every form input**
* **Simulate full feedback flow from employee to HR**
* **Test policy and survey creation**
* **Handle no-data/empty cases cleanly**