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## Summary:

The HR department has a number of policies that employees need to refer to from time to time and they would like to make these available on the HR portal site for employees to be able to view at will. They would also like to have the ability to manage these by adding new ones as needed and deleting obsolete ones. They would also like to have these policies categorized for easy retrieval of related information.

## Requirements:

1. Add "Policies" as a top level menu item. This should be a dropdown with three options. The first options should be "View Policies", the second should be "Manage Policies", and the third should be "Manage Categories".
2. The manage page will allow an HR representative to either click a link to add a new policy or select a category from a dropdown list and then view the list of documents available in that category. From the list, the user should have the ability to delete a policy
3. The add page will allow an HR representative to either select an existing category or enter a new category for the policy. There should also be form fields to create and save the policy. Each policy record should have a category, a title and content text.
4. The View page should have a way to select a category. Once the user selects a category, a list of all the documents in that category will be displayed for the user. The user should be able to click on a document to be able to open it.