1.0 **Project Planning & Setup**

ID	Task	Effort (hrs)
1.1	Define project vision, goals, and stakeholders	2
1.2	Identify risks and mitigation strategies	2
1.3	Select tools (GitHub, ClickUp/Jira, etc.)	1
1.4	Create repo, CI/CD pipeline	2
Total		**7 hrs**

2.0 **Frontend Development**

ID	Task	Effort (hrs)
2.1	Design layout with MEU branding (Tailwind/Bootstrap)	3
2.2	Implement Public Q&A page	4
2.3	Implement "Was this helpful?" UI	2
2.4	Implement Admin page (/admin)	4
2.5	Responsive adjustments (mobile/desktop)	3
Total		**16 hrs**

3.0 Backend Development

ID	Task	Effort (hrs)
3.1	Setup server/backend logic (Node.js/Express, etc.)	3
3.2	Integrate OpenAI API or keyword-based mock	4
3.3	Build CRUD for Q&A (JSON file storage)	4
3.4	Create /api/stats endpoint (analytics)	3
Total		**14 hrs**

4.0 Content & Testing

ID	Task	Effort (hrs)
4.1	Seed KB with 15+ Q&A pairs	2
4.2	Test input/response accuracy	2
4.3	Test admin CRUD functions	2
4.4	Check responsiveness and UI bugs	2
Total		**8 hrs**

5.0 Deployment & Demo Prep

ID	Task	Effort (hrs)
5.1	Setup auto-deploy on push (Vercel/Render)	2
5.2	Final bug fixes and polish	2
5.3	Prepare demo script and presentation	4
5.4	Rehearse presentation & record video	2
Total		**10 hrs**