

| Module | Sub-module | Complexity | Remarks |
|-------------------------------|--|------------|---|
| Users | Add/Invite/delete | M | |
| | Register | S | |
| | Onboarding and profile | S | |
| | Unregistered users | | |
| Auth | Email auth | S | |
| | Social Auth | M | |
| | SSO | M | Not in scope. Enable access for internal applications |
| | Password management | S | |
| | 2FA | M | |
| | Auth linked to mobile app/ mobile phone OTP | | |
| Accounts | Create/join account | S | |
| | Onboard an account | M | |
| | Multiple accounts per user | | |
| Permissions managenet | Define permissions | C | |
| | Define roles | M | platform roles(owner, admin, manager, member), business roles - xyz |
| | Define access levels | S | |
| | Define feature - permissions | M | |
| Access control | Role based access control | S | |
| | User groups | S | |
| | Direct permissions to users /user groups | M | |
| | Temp Access | | |
| | File Groups | | file should be grouped. Simpler for manage access |
| Project | Create project/ <i>Join Project / Delete Project / Time bound projects</i> | M | A super/master dataroom |
| | Invite users to project with role/direct permissions | M | Limited time permissions, long lived permissions |
| Data room | Create/ <i>Join</i> data room | C | |
| | Invite users to data room with role/direct permissions | M | Limited time permissions, long lived permissions |
| Check list | Steps with checklist items flow order with prerequisites | M | Not in scope |
| | List of files/ index of files/ index of content | | |
| | Add/remote items | S | |
| | Upload excel checklist/Export to excel/ <i>Create table and make your own checklis</i> | C | |
| | Checklist versioning | C | |
| | Create from existing checklist | M | |
| | Add/remove colums (fields) | M | |
| | Add/remove rows (items) | M | |
| | Add/remove folders/files (or make them private) | S | |
| | Add/remove tasks | S | |
| | Assign checklist items to a user(s) | S | |
| | Add query(s) + Response | C | |
| | Add comments/ <i>communicate</i> | M | |
| | Multiple checklist per project | | |
| | Manage check list status | M | |
| Tasks | Create | S | Only 2 levels of task/sub-tasks |
| | Assign to users | S | |
| | Status | S | |
| | Tasks connect to checklist/item and dataroom | S | |
| | Automatic reminders/ due dates | | |
| | Add/remove folders/files | M | |
| Doc store (folders and files) | Doc store supporting tasks and checklists, projects, dataroom | M | |
| | Heirarchal folders/tags to filter | M | |
| | Create folder and add data | M | |
| | View/open all file types | C | .doc, .xl, .ppt, pdf, jpg, mp4. Using OneDrive / or 3rd party widget. Subject to technical feasibility. |
| | Add/Upload files, delete files | M | |
| | Invite users to data room with role/direct permissions | M | |
| Data protection | Water marking | C | .doc, .xl, .ppt, pdf, jpg, mp4. |
| | | | Word, Address, Numbers, Multiple options. .doc, .xl, .ppt, pdf, jpg. |
| | Data redaction | C | Manual redaction (non AI/OCR) |
| | Protection from external hackings | | |
| Communication (chat/inbox) | Project level | C | |
| | Data room level | M | |
| | Checklist level | M | |
| | Task level | M | |
| Dashboard | Projects/Checklists/Tasks | M | |
| | Summary of tasks. | M | |
| | Summary of pending information | M | |
| | Summary of queries raised | M | |
| Reports | Compilation of custom reports | C | |
| | Pre defined reports | M | |
| Templates | Project Templates | M | |
| | Checklist Templates | M | |
| | Workflow templates | M | Not in scope |
| Workflow management | Workflow manangement with stages | C | Not in scope |
| | Moving from one stage to next stage manual | M | Not in scope |
| | Moving from one stage to next stage conditional rules | C | Not in scope |
| R&D | Water marking | C | |
| | Redaction (editor for redaction) | C | |
| | File editors | C | |
| Audit Trail of user actions | User action and activity trail | C | |
| Others | Tagging items in a checklist | | |
| | Search with filtering capability at meta data level | | |
| | Search the content in the files | | |
| | Payment gateway | | |
| Notifications | App and email notifications | | |
| | Notification on files uploaded during the a specified interval | | |
| Mobile App | See projects/ files/ tasks | | |
| | customised dashboard | | |

C: Complex
M: Medium
S: Simple