# Functional Requirement

# 3 System Features  
  
## 3.1 Data Processing  
  
### 3.1.1 Meeting-Related Emails  
  
The system shall process meeting-related emails as defined by the following criteria:  
- Emails with subject lines containing "Meeting" or "Conference".  
- Emails with a "Meeting" or "Conference" calendar invite attached.  
- Emails sent to or from users with a role of "Manager" or "Coordinator".  
  
### 3.1.2 Contact Linking  
  
The system shall automatically link contacts to their contextual information by analyzing:  
- Email headers.  
- Calendar data.  
- Metadata from meeting-related emails.  
  
## 3.2 User Interface  
  
### 3.2.1 Unified Layout  
  
The system shall provide a unified layout that adheres to the following measurable standards:  
- Consistent alignment and spacing across all user interface components.  
- Common color schemes and font sizes used throughout the application.  
- All user interface elements shall be accessible via a single navigation menu.  
  
### 3.2.2 Dedicated Interface  
  
The system shall provide a dedicated interface for manual configuration and oversight that meets the following measurable criteria:  
- A separate dashboard accessible only to users with administrative privileges.  
- The interface shall display a ranked list of tasks based on priority and user assignment.  
- Users shall be able to modify system parameters within the dedicated interface using a form-based UI.  
  
## 3.3 Compliance and Security  
  
### 3.3.1 Role-Based Access Control (RBAC)  
  
The system shall implement RBAC to ensure secure access by defining:  
- Roles and their associated permissions.  
- Users shall be granted sufficient permissions based on their role.  
- The system shall log all access attempts for audit purposes.  
  
### 3.3.2 Data Retention and Deletion  
  
The system shall apply a retention policy to manage data as follows:  
- Data shall be retained for a minimum of 90 days and a maximum of 365 days, depending on the data type.  
- Data deletion shall be triggered by a predefined set of conditions, including user request or expiration of retention period.  
- The system shall ensure that all sensitive data is encrypted during storage and transmission.

# External Description

# 4 External Interface Requirements  
  
## 4.1 User Interfaces  
  
The system shall provide a user interface that meets the following measurable criteria:  
- The interface shall be responsive and functional on all modern web browsers (e.g., Chrome 100+, Firefox 95+, Safari 15+).  
- The interface shall load within 3 seconds under normal network conditions.  
- The interface shall support keyboard navigation and screen reader compatibility.  
  
## 4.2 Hardware Interfaces  
  
The system shall be compatible with the following hardware:  
- Workstations running Ubuntu 22.04 LTS or RHEL 8.  
- Mobile devices with a minimum screen size of 7 inches and a resolution of 1024x768 pixels.  
- Printers with standard USB or network interfaces.  
  
## 4.3 Software Interfaces  
  
The system shall interface with the following software:  
- Email clients such as Microsoft Outlook and Apple Mail.  
- Calendar systems such as Google Calendar and Microsoft Exchange.  
- Database systems such as PostgreSQL and MySQL.  
  
## 4.4 Communication Interfaces  
  
The system shall support communication interfaces with the following specifications:  
- RESTful API endpoints for integration with other systems.  
- The system shall support HTTPS for secure communication.  
- The system shall be configured to run within an enterprise network, with access control policies defined in the security requirements.