# Functional Requirement

#### 1.1 Email Sending Function

\*\*Function Number: FR-01\*\*

\*\*Description:\*\* Users can compose and send emails to specified recipients, with support for adding attachments and setting email formats.

\*\*Input:\*\* SenderID, ReceiverID, Subject, Body, Attachments, FormatSettings.

\*\*Output:\*\* Sent Email Record (EmailID), Send Date (SendDate), Email Status (IsSent).

#### 1.2 Email Receiving Function

\*\*Function Number: FR-02\*\*

\*\*Description:\*\* The system automatically receives emails and places them into the user's inbox, with support for email filtering and categorization.

\*\*Input:\*\* Email information (including SenderID, ReceiverID, Subject, Body, Attachments, FormatSettings), UserID.

\*\*Output:\*\* Received Email Record (EmailID), Receive Date (ReceiveDate), Email Status (IsRead).

#### 1.3 Email Formatting Function

\*\*Function Number: FR-03\*\*

\*\*Description:\*\* Users can edit the style of emails based on preset templates or custom formats.

\*\*Input:\*\* EmailID, FormatSettings.

\*\*Output:\*\* Formatted Email Record (EmailID), Format Date (FormatDate).

#### 1.4 Email Search Function

\*\*Function Number: FR-04\*\*

\*\*Description:\*\* Users can search for emails based on keywords, sender, recipient, date, and other conditions.

\*\*Input:\*\* Search conditions (including Keyword, SenderID, ReceiverID, DateRange).

\*\*Output:\*\* List of matching emails (EmailIDs).

#### 1.5 Folder Organization Function

\*\*Function Number: FR-05\*\*

\*\*Description:\*\* Users can create, edit, delete email folders, and move emails to different folders.

\*\*Input:\*\* Folder operation type (Create/Edit/Delete), FolderName, ParentFolderID, EmailID.

\*\*Output:\*\* Folder Record (FolderID), Folder operation status (Status).

#### 1.6 Calendar Management Function

\*\*Function Number: FR-06\*\*

\*\*Description:\*\* Users can create, view, update, and delete calendar events.

\*\*Input:\*\* Calendar operation type (Create/View/Update/Delete), StartDateTime, EndDateTime, Description.

\*\*Output:\*\* Calendar event record (ScheduleID), Calendar operation status (Status).

#### 1.7 Contact Management Function

\*\*Function Number: FR-07\*\*

\*\*Description:\*\* Users can create, edit, and delete contact information.

\*\*Input:\*\* Contact operation type (Create/Edit/Delete), Name, Email, PhoneNumber, Address.

\*\*Output:\*\* Contact record (ContactID), Contact operation status (Status).

#### 1.8 Distribution Group Management Function

\*\*Function Number: FR-08\*\*

\*\*Description:\*\* Users can create, edit, delete distribution groups, and add or remove contacts within the group.

\*\*Input:\*\* Distribution group operation type (Create/Edit/Delete), GroupName, Description, List of contacts within the group (ContactIDs).

\*\*Output:\*\* Distribution group record (GroupID), Distribution group operation status (Status).

#### 1.9 Archiving Policy Management Function

\*\*Function Number: FR-09\*\*

\*\*Description:\*\* Users and administrators can create, edit, delete archiving policies, and automatically archive emails based on policies.

\*\*Input:\*\* Archiving policy operation type (Create/Edit/Delete), ArchiveType, Criteria, ExecutionTime.

\*\*Output:\*\* Archiving policy record (PolicyID), Archiving policy operation status (Status).

#### 1.10 Backup Log Management Function

\*\*Function Number: FR-10\*\*

\*\*Description:\*\* Users and administrators can create, manage, and query backup logs to track backup and restore activities.

\*\*Input:\*\* Backup log operation type (Create/Manage/Query), BackupType, BackupDate, RestoreDate.

\*\*Output:\*\* Backup log record (LogID), Backup log operation status (Status).

#### 1.11 Administrator Account Management Function

\*\*Function Number: FR-11\*\*

\*\*Description:\*\* Administrators can create, edit, delete user accounts to regulate email usage.

\*\*Input:\*\* User account operation type (Create/Edit/Delete), User information (UserID, Name, Email, Password, Role, RegistrationDate).

\*\*Output:\*\* User account record (UserID), User account operation status (Status).

#### 1.12 Email Flow Capture Function

\*\*Function Number: FR-12\*\*

\*\*Description:\*\* Administrators can configure email flow capture rules to record and manage email flows.

\*\*Input:\*\* Email flow capture configuration information (CaptureReason), EmailID.

\*\*Output:\*\* Email flow capture record (CaptureID), Email flow capture operation status (Status).

#### 1.13 Reminder Task Setting Function

\*\*Function Number: FR-13\*\*

\*\*Description:\*\* Users can set reminder tasks in calendar events to help remember and manage schedules.

\*\*Input:\*\* Reminder task operation type (Set), ReminderDate, ReminderMessage.

\*\*Output:\*\* Reminder task record (TaskID), Reminder task operation status (Status).

#### 1.14 Personal Archiving Management Function

\*\*Function Number: FR-14\*\*

\*\*Description:\*\* Users can manage personal archived emails, including archiving and searching for archived emails.

\*\*Input:\*\* Archiving operation type (Archive/Search), EmailID, ArchiveDate, ArchiveReason.

\*\*Output:\*\* Personal archiving record (ArchiveID), Personal archiving operation status (Status).

#### 1.15 Server Archiving Management Function

\*\*Function Number: FR-15\*\*

\*\*Description:\*\* The system automatically archives emails to the server archive library based on archiving policies, and users and administrators can query archived emails.

\*\*Input:\*\* Archiving operation type (Archive/Search), EmailID, ArchiveDate, ArchiveReason.

\*\*Output:\*\* Server archiving record (ServerArchiveID), Server archiving operation status (Status).

#### 1.16 Expired Email Handling Function

\*\*Function Number: FR-16\*\*

\*\*Description:\*\* The system handles expired emails based on archiving policies, such as deleting or archiving them.

\*\*Input:\*\* EmailID, PolicyID, CurrentDate.

\*\*Output:\*\* Handling result status (Status), Archiving email record (ArchiveID/ServerArchiveID).

#### 1.17 Data Backup and Restore Function

\*\*Function Number: FR-17\*\*

\*\*Description:\*\* The system supports backup and restore from file-level to full-database level, restores data state based on time points, and records backup and restore logs.

\*\*Input:\*\* BackupType, RestoreType, TimePoint.

\*\*Output:\*\* Backup record (LogID), Restore status (Status), Backup log (BackupLog).