### **Updates List**

1. **Account Creation** – Require users to register using a corporate email address (@ptni.gov.ph).

1. **Login Form Update** – Change the **"Sign Up"** button/link to **"Forgot Password"**.

* When **"Forgot Password"** is clicked, the user will be prompted to enter their registered corporate email (@ptni.gov.ph).
* The system will send a verification request to the IT Department.
* The IT Department will then send a password reset link to the user’s email.
* The user can use this link to securely change their password.

1. **User Interface** – Apply UI improvements across all forms.
2. **Superadmin Restrictions** – Remove the ability for Superadmin to delete files.

1. **Superadmin File Organization** – Files accessible to Superadmin are now organized by folder for easier management.
2. **User Management** – Enable adding a new user with **multiple division**

### **📄 Document Management System (DMS)**

The **Document Management System (DMS)** is a tool that helps the organization keep all documents in one place. It makes it easier to upload, organize, and find files while keeping them safe and accessible only to the right people.

Main features:

* **User Roles (Superadmin, Admin, User):** Each role has different access and control.
* **Secure Login & Password Recovery:** Protects accounts and allows users to reset passwords safely.
* **File Upload & Organization:** Documents are stored in folders for easy access.
* **Search & Filter Options:** Quickly find documents by name, category, or details.
* **Archive Section:** Keeps old or inactive files without losing them.
* **Activity Log:** Records actions like uploads, edits, and downloads for transparency.

This system reduces manual work, improves teamwork between divisions, and makes sure important documents are always easy to access and manage.