1) USING PHPMAILER FOR SENDING MAIL

REFERENCE: https://github.com/PHPMailer/PHPMailer

2) USING IMAP AS ADMIN INBOX

REFERENCE:

 $\frac{https://support.office.com/en-us/article/what-are-imap-and-pop-ca2c5799-49f9-4}{079-aefe-ddca85d5b1c9}$