Changes to ITL

**Front End**

1. Clocks

* Change “San Francisco” to “New York”
* Change “Singapore” to “Hong kong”
* Use GMT on clocks

1. Reduce search box and display logged person’s name
2. To Implement Google Analytics
3. New Page - Career page under “Resources”. Form as in contact page ( remove whats not needed) + upload Motivation letter + Upload CV (both only doc & pdf format only possible)

Mail is sent to ITL with attachment of motivation letter and CV.

1. New page - Press release under “Resources”
2. Newsletter page to open to all but “read more” only to registered users
3. Contact / register page 🡪 al compulsory fields except Company name.
4. Contact form / register page, collect IP of user and save in a new field
5. Contact form 🡪 move “**Sign up for newsletters**” after query box.
6. Mails sent to users should contain as signature
7. Create a .htm page same as <http://www.intercontinentaltrust.com/disclaimer.htm>
8. Contact us page 🡪 To add Physical address & Email address of 3 sites (Mauritius, Seychelles & South Africa)
9. Mail 🡪 Please include this signature in all mail sent to subscribers through the website:

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**Back End**

1. Subscriber -> Display IP in a new column on subscriber page on back end
2. Add a new document type “Press Release” on document management. These document types go on Press release page on front end