Functional Requirements:

1. Create Folders.
2. Upload files.
3. View files.
4. Lock/Unlock files.
5. Upload an index file in CSV format and automatically link the attributes in designatcd file names without any limit.
6. Index each record.
7. Route records to one or more user accounts.
8. Create user account with specific role.
9. Reset password.
10. Upload avatar.
11. Create group.
12. Login with Google account.
13. Search data.
14. Search ocr of scanned document.
15. Search with filter.
16. View real-time notification in dashboard.

Non-Functional Requirements:

1. Effective.
2. Cost efficient.
3. Technologically advanced.
4. User friendly and organized.
5. Secure.
6. Must be able to deal with high volume of data.