# Client Management

## Client Information

* Client Data Entry
  + This allows creating of a Client Information including the Client Contacts of a client.
* Client Information Modification
  + This allows editing of a Client Information including Client Contacts of a client.
* Client Information Deletion
  + This allows deleting of a Client Information together with the Client Contacts under it.
* Client Information Display
  + This allows viewing of the list of all Client Information in a table format.
* Client Information Search
  + This allows searching of a Client Information using keywords based on Company ID, Company Name, Client Contact and Phone Number.
* Client Information Filter
  + This allows filtering of a Client Information list according to Company Name, Client Contact and Phone Number.
* Client ID Handling
  + This defines the way the Client IDs are generated. The ID is prefixed with "CTC" followed by a dash and a 7-digit incrementing numbers. Client IDs are the unique identifier of TMJ for a client.
* External Client ID Handling
  + This defines the ID of the client from the records of the other agencies. This will contain a value when a client was referred by another agency.
* Client Contact ID Handling
  + This defines the way the Client Contact IDs are generated. The ID is prefixed with "CID" followed by a dash and a 7-digit incrementing numbers.
* Mandatory Fields Handling
  + This prevents the required fields to be submitted without any input.
* Client Information Status Handling
  + This allows setting of the current status of a Client Information.
    - Active
    - Inactive
* Data Retention Handling
  + This prevents the deleted data from being removed in the database completely.
* Data Entry Review Section
  + This allows reviewing of all the data entered in the form before submitting.
* Action or Activities Logging
  + This enables logging of a user’s actions or activities in Real-Time Logs.
* Technical Side Logging
  + This enables logging of all user actions or activities in the system.
* Landing Page Display
  + This displays a link to Client Information on the product landing page.
* Table Sorting
  + This allows sorting of the displayed fields on the table such as: Company ID, Company Name, and Client Contact.
    - Ascending Order
    - Descending Order
* Table Pagination
  + This splits the displayed list of Clients to multiple pages and allows easier table navigation.

## Contract Information

* Contract Data Entry
  + This allows creating of a Contract Information including adding and removing of services and packages.
* Contract Information Modification
  + This allows editing of a Contract Information including adding and removing of services and packages.
* Contract Information Deletion
  + This allows deleting of a Contract Information.
* Contracts Information Display
  + This allows viewing of the list of all Contract Information in a table format.
* Contract Information Search
  + This allows searching of a Contract Information using keywords based on Contract ID, Contract Name, Client Name and Sales Personnel.
* Contract Information Filter
  + This allows filtering of a Contract Information list according to Contract Name, Client Name, Sales Personnel and Status.
* Contract ID Handling
  + This defines the way the Contract IDs are generated. The ID is prefixed with "CTC" followed by a dash and a 7-digit incrementing numbers.
* Mandatory Fields Handling
  + This prevents the required fields to be submitted without any input.
* Contract Information Status Handling
  + This allows setting of the current status of a Contract Information.
    - Active
    - Inactive
    - Terminated
    - For Review
    - For Approval
    - Pending Customer Information
* Data Retention Handling
  + This prevents the deleted data from being removed in the database completely.
* Data Entry Review Section
  + This allows reviewing of all the data entered in the form before submitting.
* Action or Activities Logging
  + This enables logging of a user’s actions or activities in Real-Time Logs.
* Technical Side Logging
  + This enables logging of all user actions or activities in the system.
* Landing Page Display
  + This displays a link to Contract Information on the product landing page.
* Table Sorting
  + This allows sorting of the displayed fields on the table such as: Contract ID, Contract Name, Client Name, Sales Personnel and Status.
    - Ascending Order
    - Descending Order
* Table Pagination
  + This splits the displayed list of Contracts to multiple pages and allows easier table navigation.

# System Management

## User Information

* User Data Entry
  + This allows creating of a User Information.
* User Information Modification
  + This allows editing of a User Information.
* User Information Deletion
  + This allows deleting of a User Information.
* Users Information Display
  + This allows viewing of the list of all User Information in a table format.
* User Information Search
  + This allows searching of a User Information using keywords based on User ID, Username, Name and Email Address.
* User Information Filter
  + This allows filtering of a User Information list according to Username, Name, Email Address and Role.
* User ID Handling
  + This defines the way the User IDs are generated. The ID is prefixed with "EID" followed by a dash and a 7-digit incrementing numbers.
* Mandatory Fields Handling
  + This prevents the required fields to be submitted without any input.
* User Information Status Handling
  + This allows setting of the current status of a User Information.
    - Active
    - Inactive
* Data Retention Handling
  + This prevents the deleted data from being removed in the database completely.
* Data Entry Review Section
  + This allows reviewing of all the data entered in the form before submitting.
* Action or Activities Logging
  + This enables logging of a user’s actions or activities in Real-Time Logs.
* Technical Side Logging
  + This enables logging of all user actions or activities in the system.
* Landing Page Display
  + This displays a link to User Information on the product landing page.
* Table Sorting
  + This allows sorting of the displayed fields on the table such as: User ID, Username, Name and Role.
    - Ascending Order
    - Descending Order
* Table Pagination
  + This splits the displayed list of Users to multiple pages and allows easier table navigation.

## Authorization

* Role Data Entry
  + This allows creating of a Role with a set of permissions.
* Role Modification
  + This allows editing of a Role including the set of permissions.
* Role Deletion
  + This allows deleting of a Role.
* Roles Display
  + This allows viewing of the list of all Roles in a table format.
* Roles Search
  + This allows searching of a Role using keywords based on Role ID, Role Name and Description.
* Roles Filter
  + This allows filtering of Roles list according to Role Name, Description and Permissions.
* Role ID Handling
  + This defines the way the Role IDs are generated. The ID is prefixed with "RID" followed by a dash and a 7-digit incrementing numbers.
* Mandatory Fields Handling
  + This prevents the required fields to be submitted without any input.
* Role Status Handling
  + This allows setting of the current status of a Role.
    - Active
    - Inactive
* Data Retention Handling
  + This prevents the deleted data from being removed in the database completely.
* Data Entry Review Section
  + This allows reviewing of all the data entered in the form before submitting.
* Action or Activities Logging
  + This enables logging of a user’s actions or activities in Real-Time Logs.
* Technical Side Logging
  + This enables logging of all user actions or activities in the system.
* Landing Page Display
  + This displays a link to Authorization on the product landing page.
* Table Sorting
  + This allows sorting of the displayed fields on the table such as: Role ID and Role Name.
    - Ascending Order
    - Descending Order
* Table Pagination
  + This splits the displayed list of Roles to multiple pages and allows easier table navigation.

## Security

* Password Settings Modification
  + This allows editing of a Password Setting.
* User Logs Display
  + This allows viewing of the user’s logs in real-time.
* Password Setting Status Handling
  + This allows setting of the current status of a Password Setting.
    - Active
    - Inactive
* Action or Activities Logging
  + This enables logging of a user’s actions or activities in Real-Time Logs.
* Technical Side Logging
  + This enables logging of all user actions or activities in the system.
* Landing Page Display
  + This displays a link to Security on the product landing page.

# For Next Release

* Row Count Adjustment
  + This allows increasing or decreasing number of rows visible per page.
* Basic Details Bubble
  + This allows basic details of an information to be viewed in a small bubble when hovering over the ID.