Stip Upload Secure Portal

1. Secure web portal
   1. Access via admin account
   2. Temporary user access via temporary link
      1. Option to require additional passphrase/security question for login
      2. Ability to globally change length of access (48 hours to start)
   3. API call generates temporary link
      1. API call sends the following information:
         1. Application ID
         2. Customer name
         3. Customer email
         4. Account owner
         5. Account owner email
         6. Passphrase/security question answer
      2. API response:
         1. Generates temporary link
         2. Sends email to customer
         3. Returns success
2. File upload page
   1. HTML5 Responsive layout (mobile friendly)
   2. “Drag and drop” upload option
      1. Drag and drop queues file for upload, does not start upload automatically
   3. “Click to add file” option
      1. Ability on mobile to upload from photos
   4. Note field for each file upload (not required for form submission)
   5. Upload button initiates file uploads and processing
   6. On form submission complete, stay on same page and display upload success message.
   7. Processing
      1. Assign an upload ID
      2. Create database entry with datetime stamp, customer, account owner, file names, etc.
      3. Validate files, move to specified folders
   8. Prevent uploading malicious files & virus scan (image files and PDFs only)
   9. Generate notification email to Account Owner on successful file upload
      1. Include list of uploaded files and notes
   10. API Call to Ivinex system to update status
3. Admin dashboard (admins only)
   1. Display list of users
      1. Only display users who currently have access
      2. Link to list of disabled users
      3. Clicking on user opens User Details page
   2. Display list of most recent uploads
      1. List by upload ID and customer name
      2. Clicking on an upload opens Upload Details page
4. User Details (admins only)
   1. Display basic user account details
   2. Display user type (admin or customer)
   3. Display whether account is active
   4. Display account creation date
   5. Button to re-send access email
      1. Activates account, resets access timer, emails new link
5. Upload Details (admins only)
   1. Display upload ID, customer name/email, account owner name/email, and date and time uploaded
   2. Display table with file names, file type with icon, notes, file verification status, and download link