

Email Convert To task

Requirements

Convert Email to Task.

Functionalities:

Email must send to task@daffah.sa (in CC).

Task Data:

Assigned By - From Email ID

Assigned To – To address Users, If multiple users multiple tasks will be generated.

Subject - Email Task – [Email Task]

Description – Email Body (Before Signature Part)

Process Documents: Email Attachments

Expiry Date: If there is a date in Subject consider that date, If fail to extract the date will set as 7 Days.

Received By: CC user from Email, if multiple Users will take only first user.