

GOVERNMENT ARTS COLLEGE FOR WOMEN
SALEM-8

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Team Member 3: J.JAYASRI

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1. INTRODUCTION:

1.1 Overview:

- Create a CRM application which helps the applicant to track the no. of jobs he applied and helps him to find the job posted by various recruiters, find the best attributes to be involved to run the process in a smooth way and easily to track.
- An ATS is a software application that helps you manage the entire recruitment process, right from receiving resumes to hiring employees. The software helps you automate the process of screening and short listing candidate, applicant evaluation, scheduling interviews, managing the hiring process, background verification and completing new-hire paperwork.

1.2 Purpose:

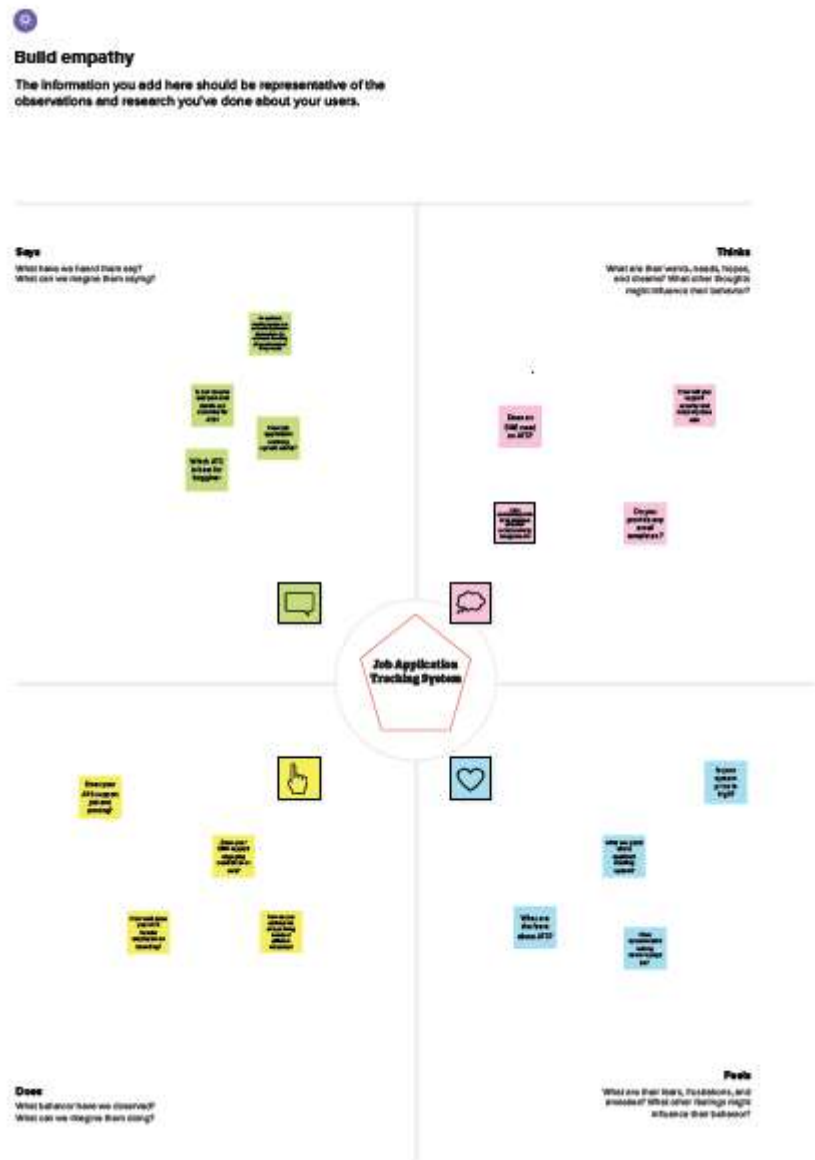
- An ATS creates opportunities to automated manual process, increase visibility into the hiring cycle for the entire recruiting team, and increase opportunities for communication throughout the candidate journey.
- Most of the recruiter using this system reports that it has improved the quality of the candidate they hire.
- The recruiters can then schedule interviews and also mail rejection letters using application tracking software.

1.3 Objective:

- An ATS creates opportunities to automate manual processes increase visibility into the hiring cycle for the entire recruiting team, and increase opportunities for communication throughout the candidate journey.

2. PROBLEM DEFINITION & DESIGN THINKING:

2.1 Empathy Map:



2.2 Ideation & Brainstorming Map

2

Brainstorm
Write down any ideas that come to mind that address your problem statement.
10 minutes

ANITHA.M

Write down any ideas that come to mind that address your problem statement.

Kavya.N.

Write down any ideas that come to mind that address your problem statement.

Vishuha.S

Write down any ideas that come to mind that address your problem statement.

Jayanti.J

Write down any ideas that come to mind that address your problem statement.

Person 6

Write down any ideas that come to mind that address your problem statement.

Person 7

Write down any ideas that come to mind that address your problem statement.

Person 8

Write down any ideas that come to mind that address your problem statement.

TIP

You can select a sticky note and fill the pencil/brush to modify text or add drawing!

3

Group Ideas
Take turns sharing your ideas while clustering similar or related notes as you go. Once all sticky notes have been grouped, give each cluster a sentence-like label. If a cluster is bigger than six sticky notes, try and see if you can break it up into smaller sub-groups.
20 minutes

Type your heading...

Ask your candidates the right questions

Hiring the right people is crucial to your company success

Applicant tracking system can improve your company

It save time by automating repetitive tasks

TIP

Add customizable tags to sticky notes to make it easier to find, remove, replicate and duplicate the most ideas as you work on your next.

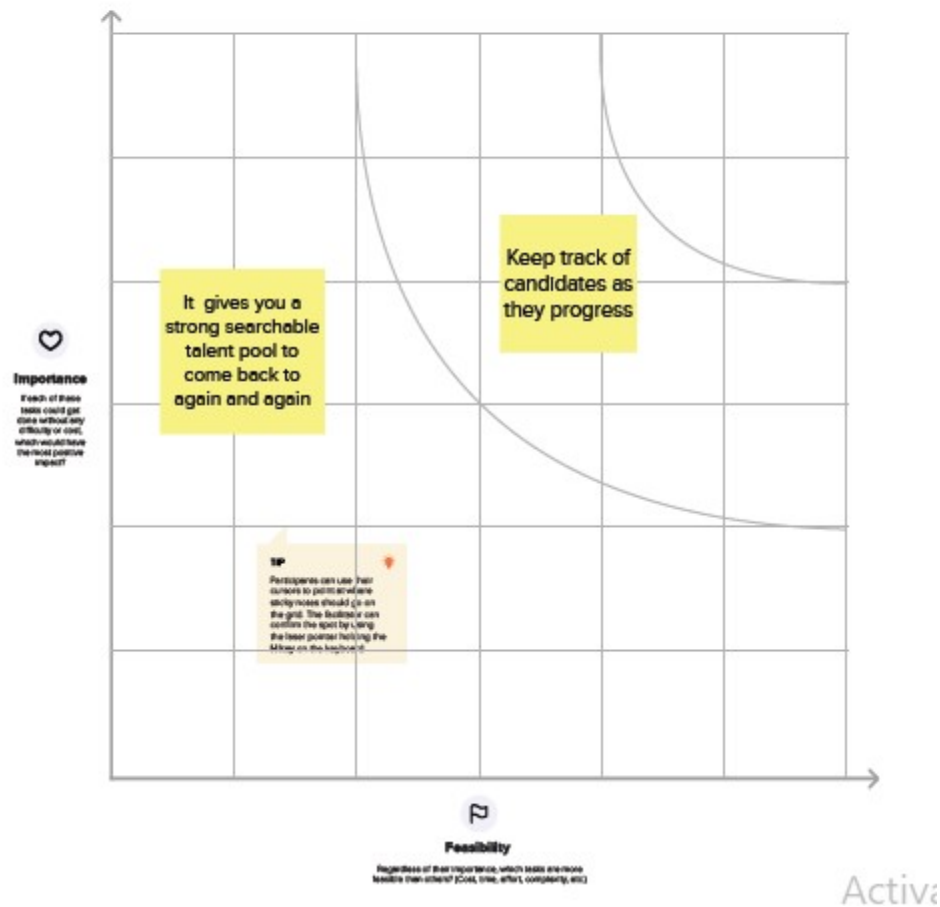
Activate Windows
Go to Settings to activate Windows.



Prioritize

Your team should all be on the same page about what's important moving forward. Place your ideas on this grid to determine which ideas are important and which are feasible.

20 minutes



1. RESULT:

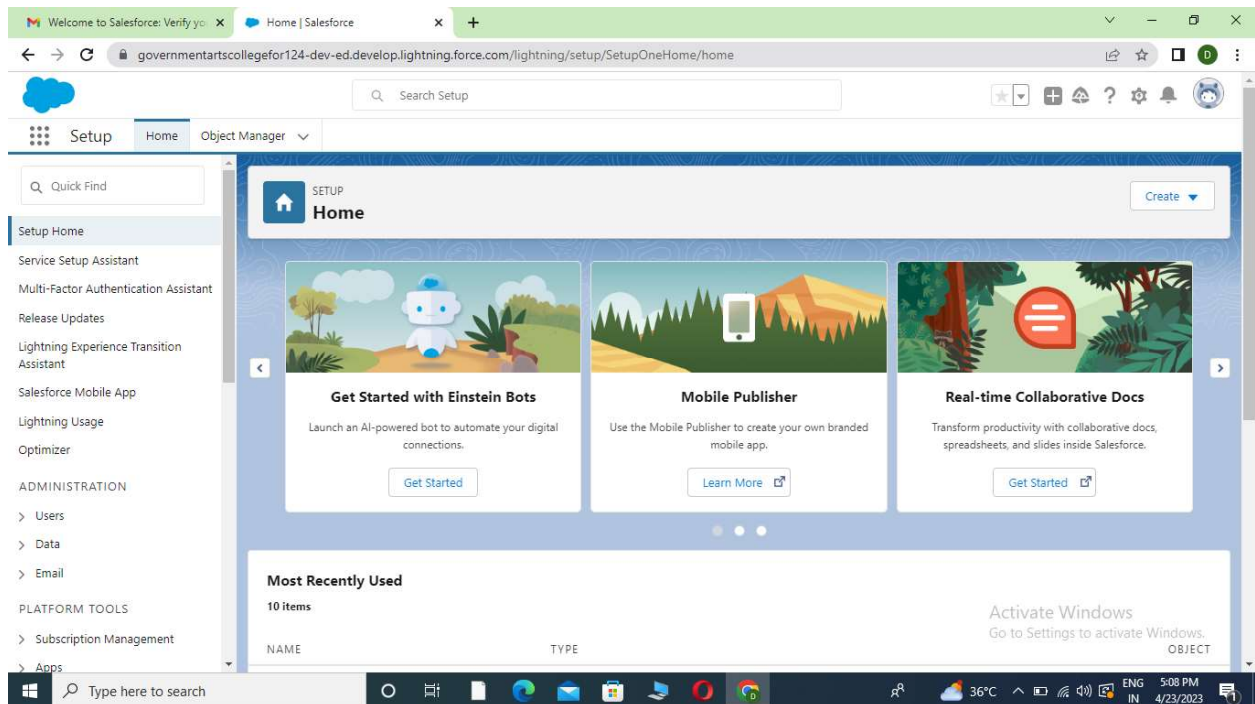
1.1 Data Model:

| Object name | Fields in the object | | | | |
|------------------------|--|-------------|-----------|------------------------|-------------|
| Recruiter | <table> <tr> <th>Field Label</th><th>Data type</th></tr> <tr> <td>Recruiter</td><td>Auto Number</td></tr> </table> | Field Label | Data type | Recruiter | Auto Number |
| Field Label | Data type | | | | |
| Recruiter | Auto Number | | | | |
| Job | <table> <tr> <th>Field Label</th><th>Data type</th></tr> <tr> <td>Job</td><td>Text</td></tr> </table> | Field Label | Data type | Job | Text |
| Field Label | Data type | | | | |
| Job | Text | | | | |
| Candidate | <table> <tr> <th>Field Label</th><th>Data type</th></tr> <tr> <td>Candidate</td><td>Text</td></tr> </table> | Field Label | Data type | Candidate | Text |
| Field Label | Data type | | | | |
| Candidate | Text | | | | |
| Job Application Object | <table> <tr> <th>Field Label</th><th>Data type</th></tr> <tr> <td>Job Application Object</td><td>Text</td></tr> </table> | Field Label | Data type | Job Application Object | Text |
| Field Label | Data type | | | | |
| Job Application Object | Text | | | | |
| Tab | <table> <tr> <th>Field Label</th><th>Data type</th></tr> <tr> <td>Tab</td><td>Text</td></tr> </table> | Field Label | Data type | Tab | Text |
| Field Label | Data type | | | | |
| Tab | Text | | | | |
| Sales Manager | <table> <tr> <th>Field Label</th><th>Data type</th></tr> <tr> <td>Sales Manager</td><td>Text</td></tr> </table> | Field Label | Data type | Sales Manager | Text |
| Field Label | Data type | | | | |
| Sales Manager | Text | | | | |

3.2 Activity & Screenshot

Milestone 1:

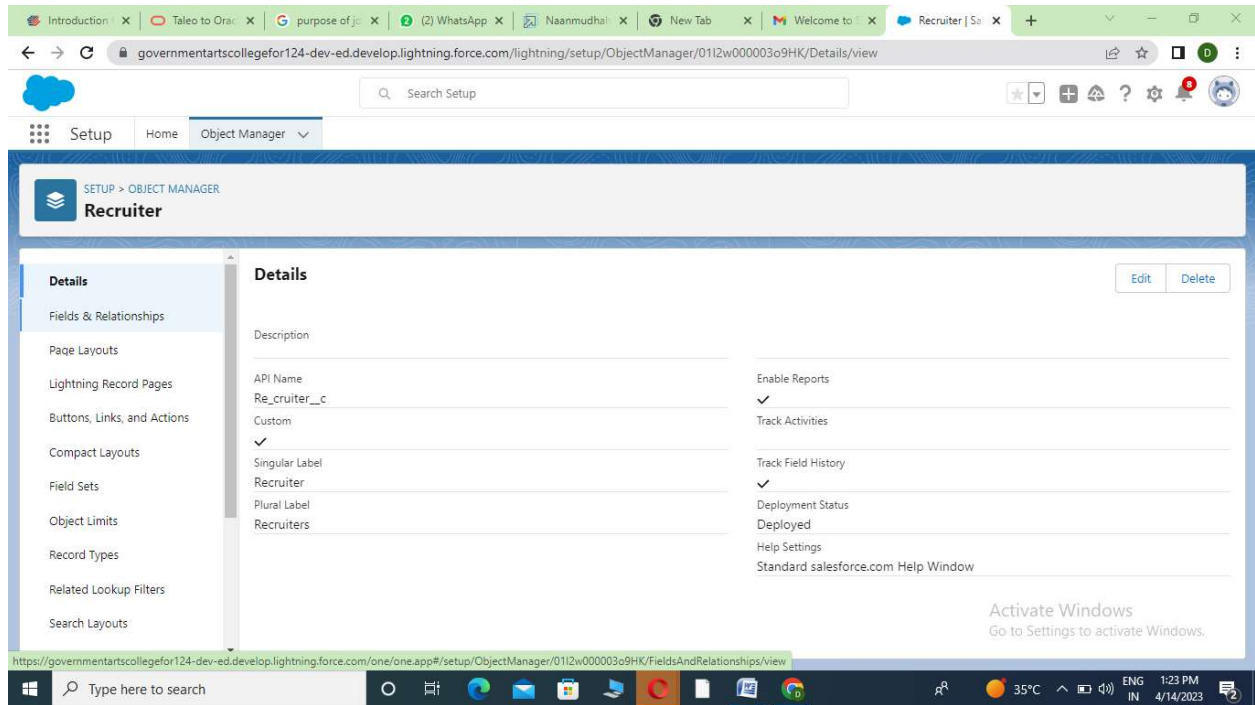
Salesforce:



Milestone 2:

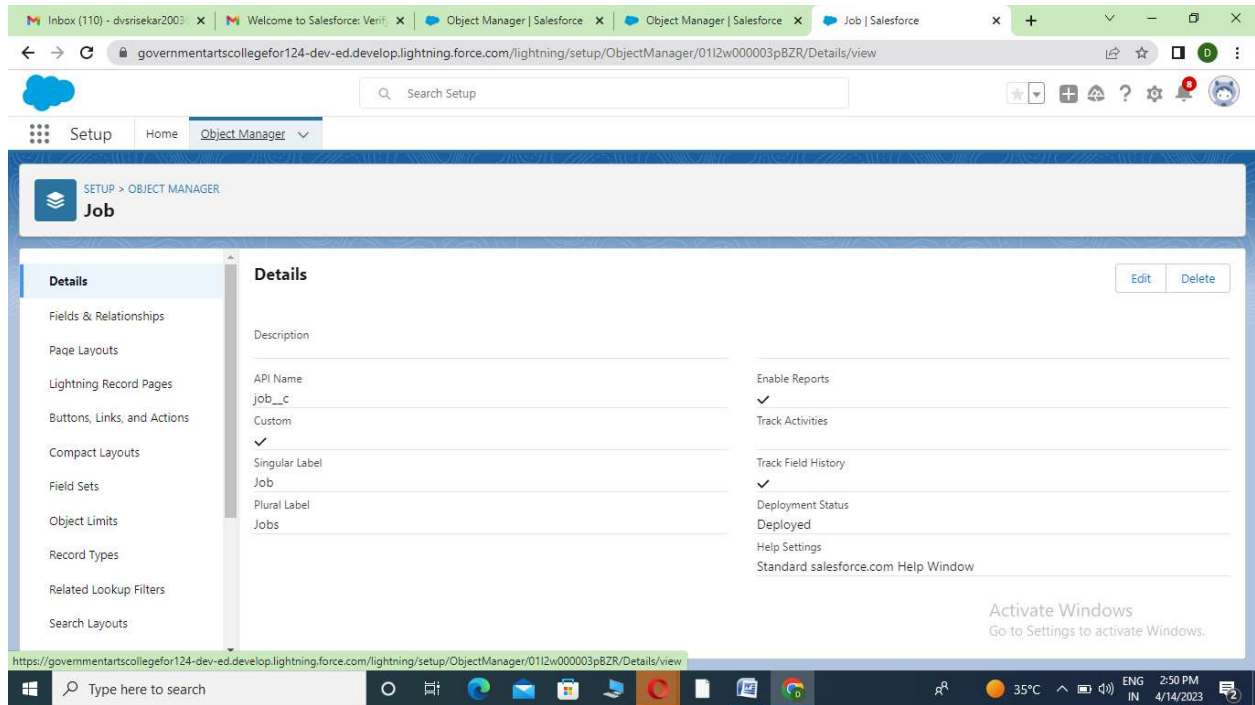
Object:

Recruiter:



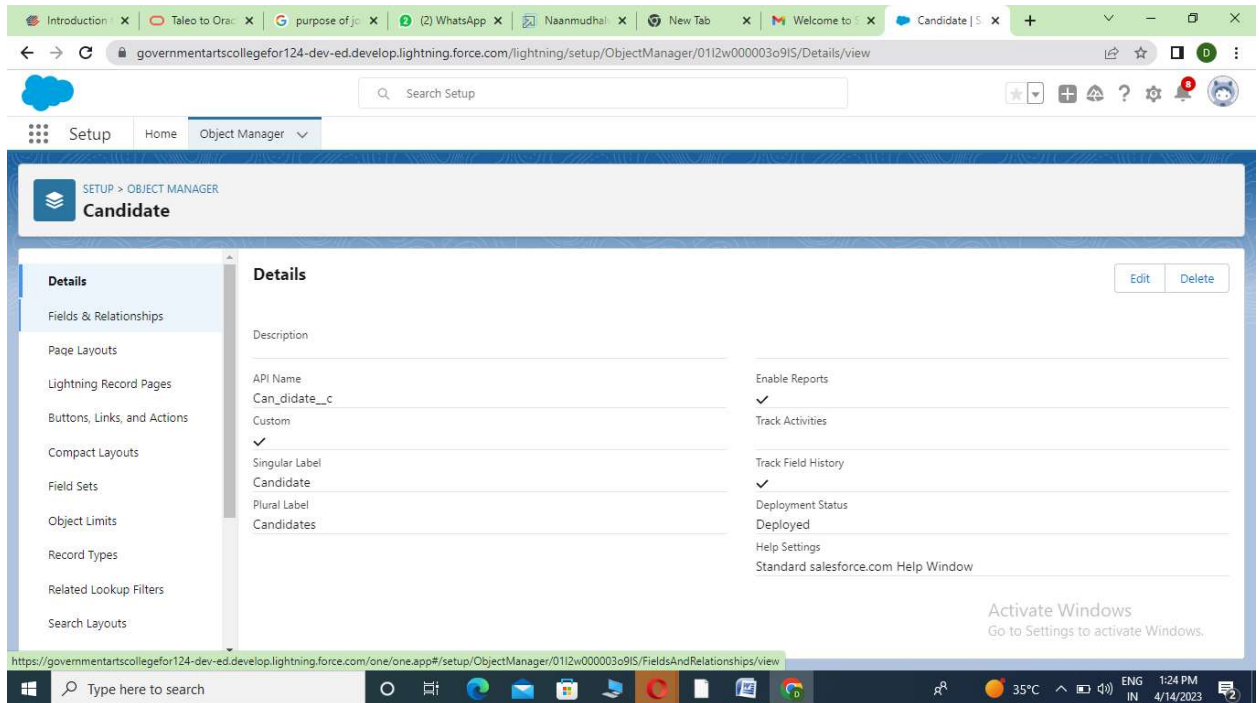
- To create a custom object for Recruiter.
- From setup click on object manager.
- Label: Recruiter .
- Plural label: Recruiters.
- Record name: Recruiter Number.
- Data type: Auto Number.
- Display format: REC-{0000}.
- Leave everything else as is, and click Save.

Jobs:



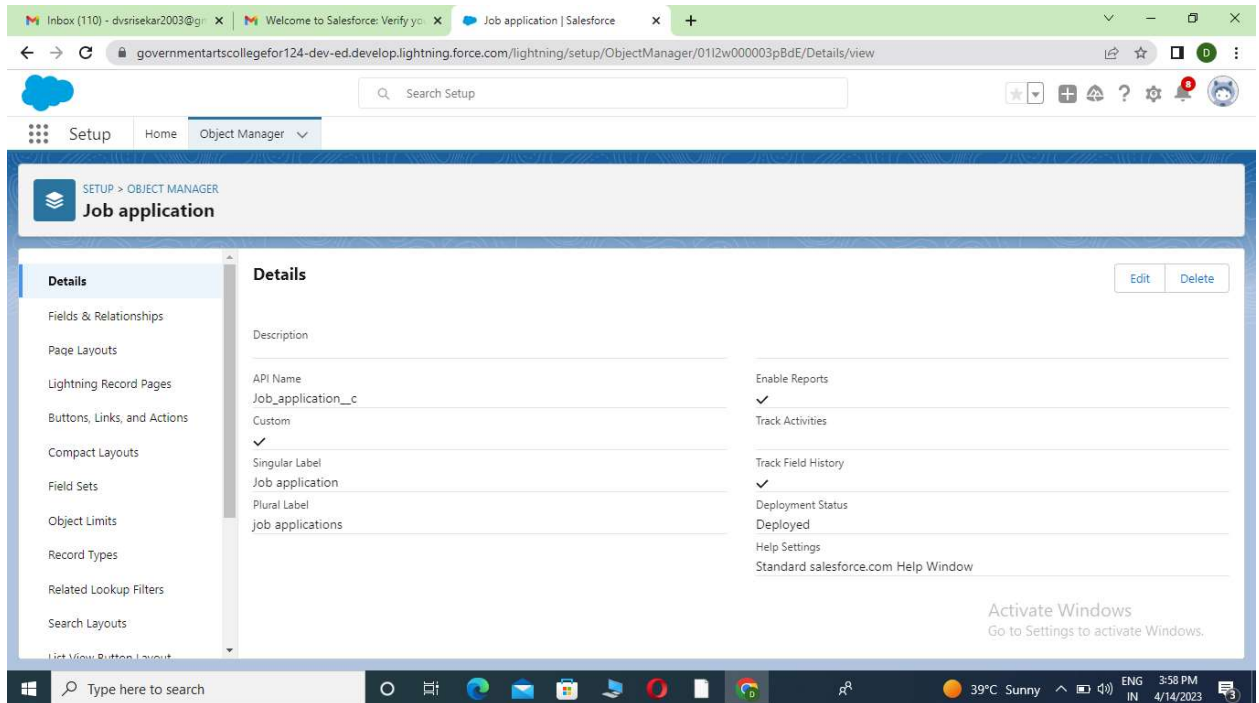
- To create a custom object for Job
- From setup click on object manager
- Click create, select custom object
- Label: Job
- Plural Label: Jobs
- Record name: Site Name
- Data type: Text
- Select the allow search in the search status section and everything else
- Click save

Candidate:



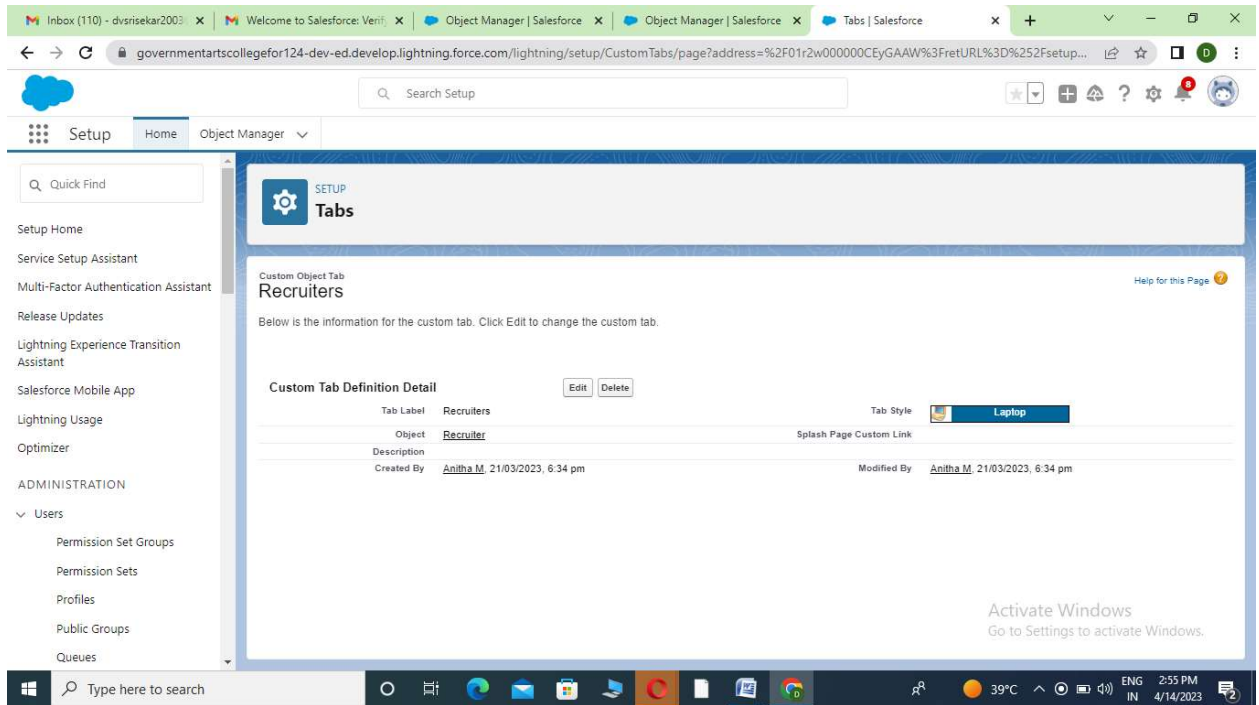
- To create a custom object for Candidate
- From setup click on object manager
- Click create, select custom object
- Label: Candidate
- Plural Label: Candidates.
- Record name: Site Name
- Data type: Text
- Select the allow search in the search status section and everything else
- Click save

Job Application Object:



- To create a custom object for Job Application Object
- From setup click on object manager
- Click create, select custom object
- Label: Job Application Object
- Plural Label: Job Application Objects
- Data type: Text
- Record name: Site Name
- Select the allow search in the search status section and everything else
- Click save

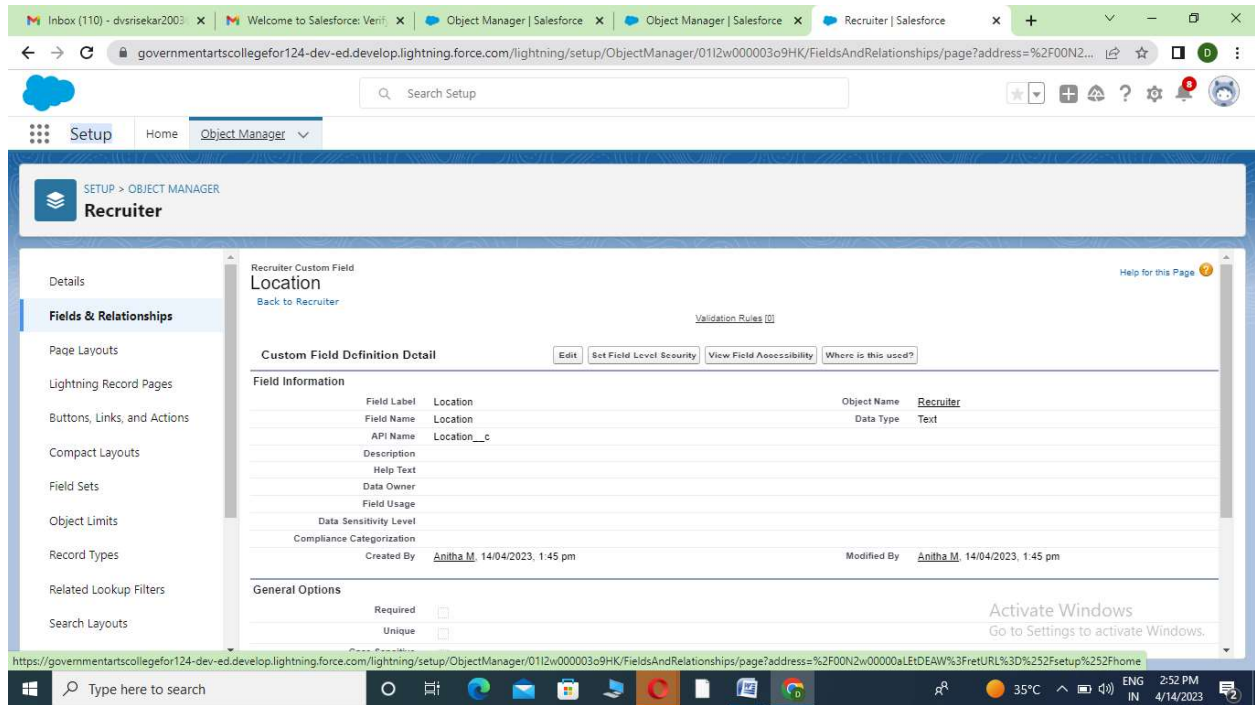
Tab:



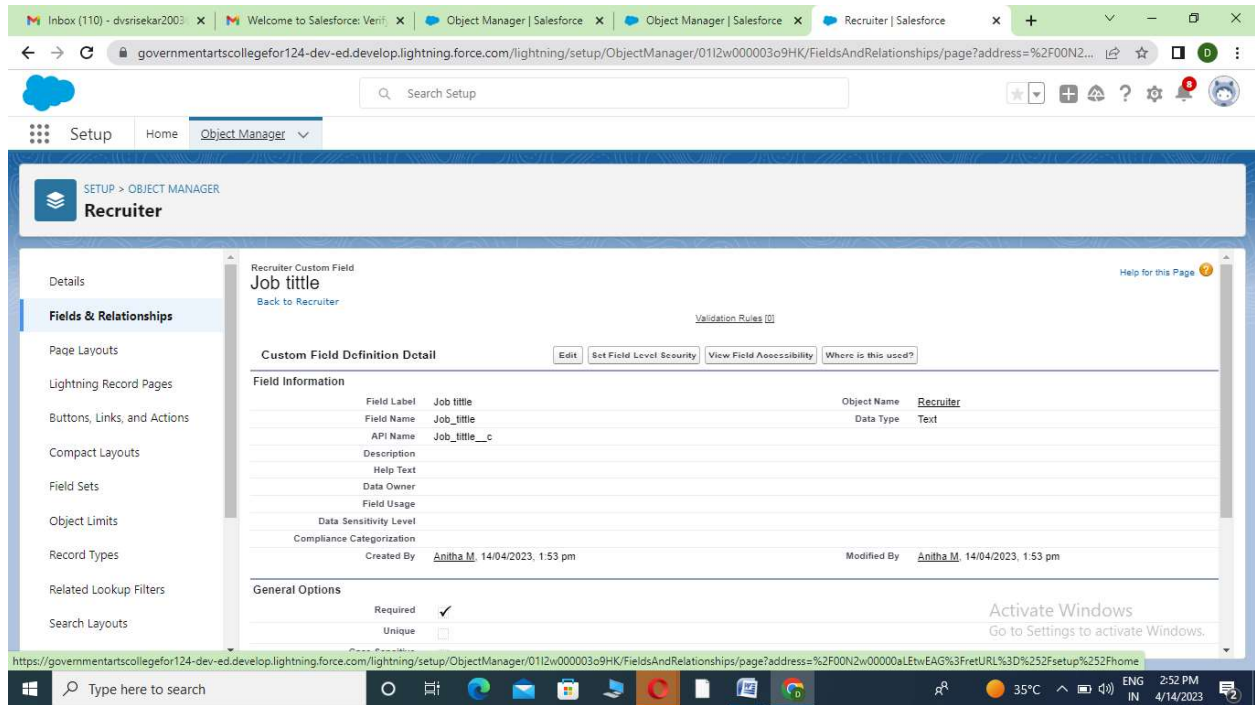
- To create a custom object for Tab
- From setup click on object manager
- Click create, select custom object
- Label: Tab
- Plural Label: Tabs
- Data type: Text
- Record name: Site Name
- Select the allow search in the search status section and everything else
- Click save

Milestone 3:

Fields:



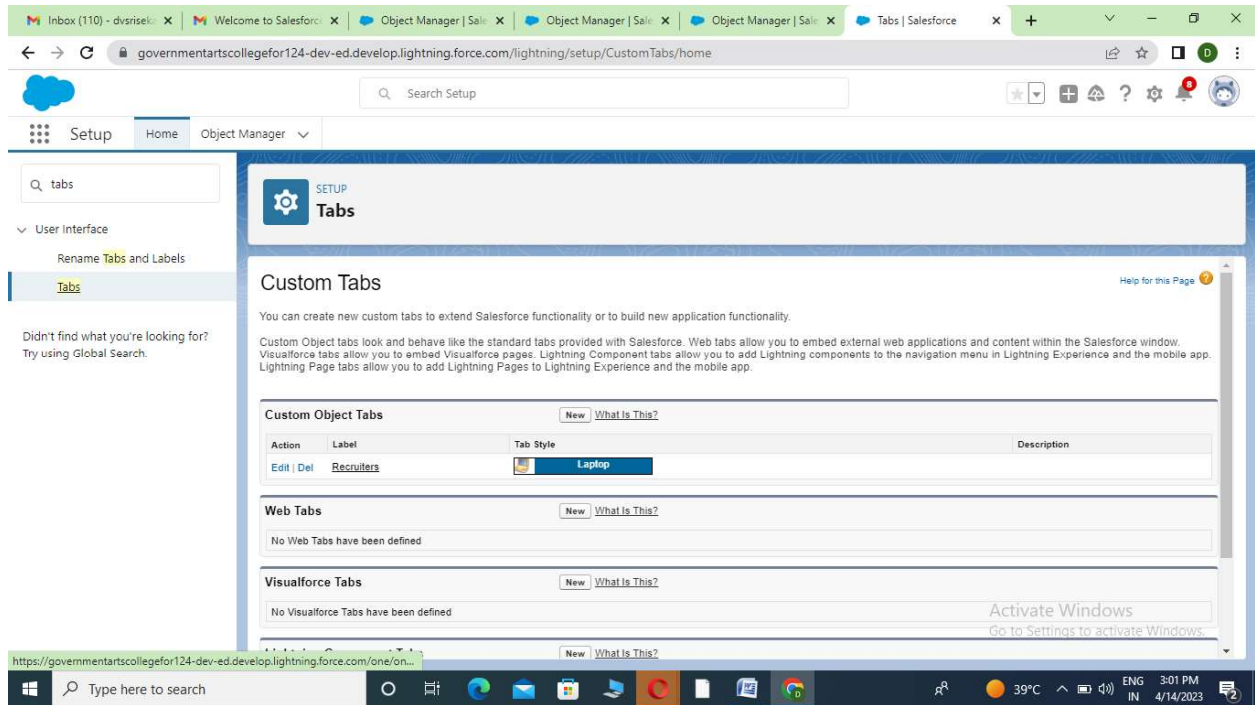
- From object manager click Recruiter
- Then click Fields & Relationships
- Click new
- Data type: Text
- Click next
- Enter field label and field name
- Click next, next, then save and new.



- From object manager click Job
- Then click Fields & Relationships
- Click new
- Data type: Text Area
- Click next
- Enter field label and field name
- Click next, next, then save and new.

Milestone 4:

Tabs



- Click setup
- Search tab in Quick box then, select tab
- Click New custom object tab section
- Select the created object Recruiter and tab style for the new custom tab.
- Select the profiles that visible in the tab
- Click on custom apps to make visible.
- Click save.

Milestone 5:

Profile

The screenshot shows the Salesforce Setup interface. The left sidebar has a search bar with 'profile' entered and a list of navigation items: Users, Profiles, and a search prompt. The main content area is titled 'Profiles' and shows the details for the 'Recruiter' profile. It includes a list of enabled permissions, a 'Profile Detail' section with fields like Name, User License, Description, and Created By, and a 'Page Layouts' section with a table of assigned layouts.

Profile: Recruiter

Users with this profile have the permissions and page layouts listed below. Administrators can change a user's profile by editing that user's personal information.

If your organization uses Record Types, use the Edit links in the Record Type Settings section below to make one or more record types available to users with this profile.

[Login IP Ranges \(0\)](#) | [Enabled Apex Class Access \(0\)](#) | [Enabled Visualforce Page Access \(0\)](#) | [Enabled External Data Source Access \(0\)](#) | [Enabled Named Credential Access \(0\)](#) | [Enabled Custom Metadata Type Access \(0\)](#) | [Enabled Custom Setting Definitions Access \(0\)](#) | [Enabled Flow Access \(0\)](#) | [Enabled Service Presence Status Access \(0\)](#) | [Enabled Custom Permissions \(0\)](#)

Profile Detail

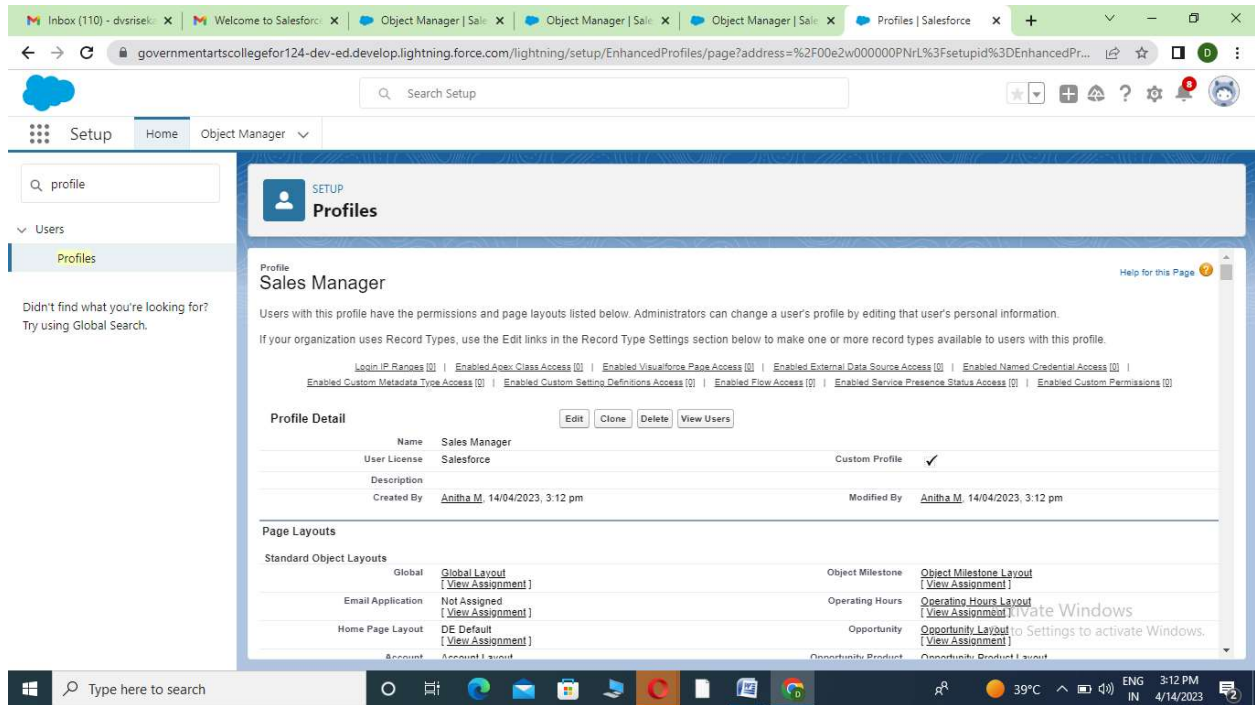
| | |
|--------------|-------------------------------|
| Name | Recruiter |
| User License | Salesforce |
| Description | |
| Created By | Anitha M. 14/04/2023, 3:14 pm |
| Modified By | Anitha M. 14/04/2023, 3:14 pm |

Page Layouts

| Standard Object Layouts | Object Milestone |
|---|---|
| Global: Global Layout (View Assignment) | Object Milestone Layout (View Assignment) |
| Email Application: Not Assigned (View Assignment) | Operating Hours Layout (View Assignment) |
| Home Page Layout: DE Default (View Assignment) | Opportunity Layout (View Assignment) |
| Account: Account Layout | Opportunity Product Layout |

Create a custom profile :

- From setup , enter profiles in Quick Find box
- Select profiles.
- Click clone.
- For Profile, enter Recruiter.
- Click save

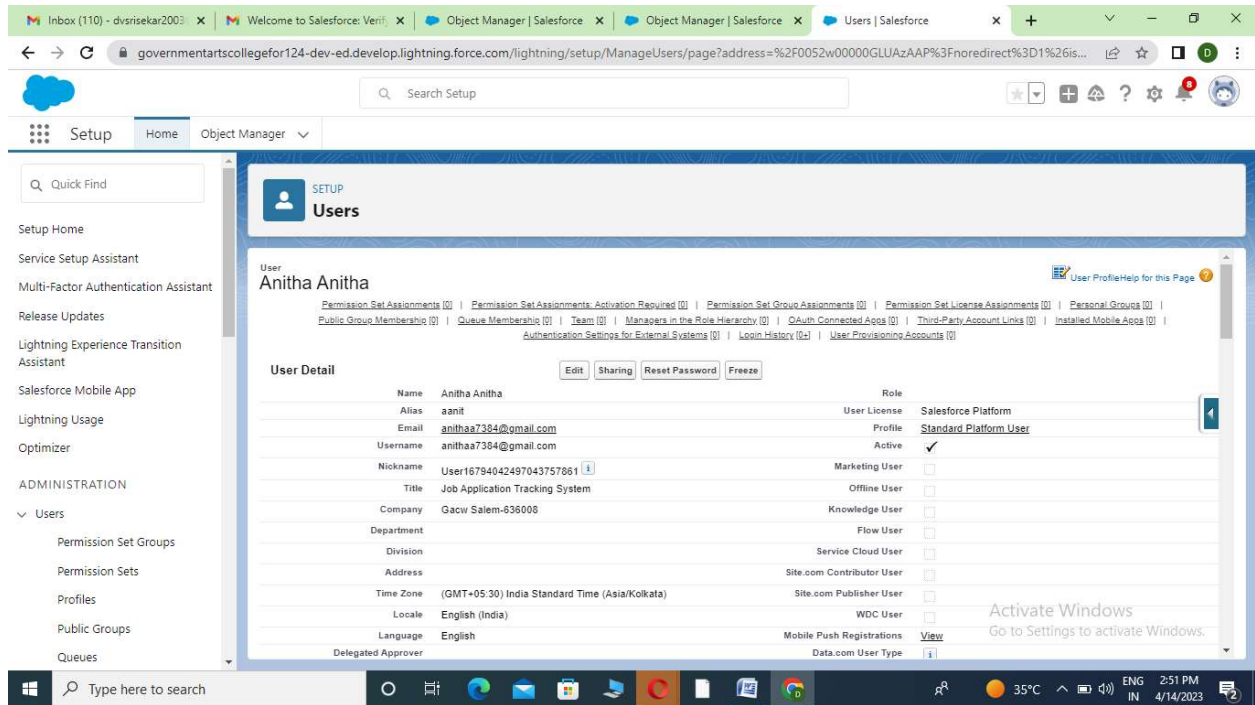


Create a custom profile :

- From setup , enter profiles in Quick Find box
- Select profiles.
- Click clone.
- For Profile, enter Sales Manager.
- Click save

Milestone 6:

User



To Create a user:

- From Setup then select Users.
- Click New User.
- First name : Hr
- last name : Manager.
- Enter User's name and email address
- Then create a new role Hr Manager.
- Select user License as Standard Platform User.
- Select profile.
- Click save

To create a Ganesh Gelli for User:

Users

User: Ganesh Gelli

Permission Set Assignments | Permission Set Assignments: Activation Required | Permission Set Group Assignments | Permission Set License Assignments | Personal Groups | Public Group Membership | Queue Membership | Team | Managers in the Role Hierarchy | OAuth Connected Apps | Third-Party Account Links | Installed Mobile Apps | Authentication Settings for External Systems | Login History | User Provisioning Accounts

User Detail

Name: Ganesh Gelli | Role: Salesforce Platform
 Alias: smana | User License: Standard Platform User
 Email: ganeshgelli7384@gmail.com | Profile: Active
 Username: salesmanag@example.com | Marketing User: ☐
 Nickname: User16814655477054192630 | Offline User: ☐
 Title: | Knowledge User: ☐
 Company: | Flow User: ☐
 Department: | Service Cloud User: ☐
 Division: | Site.com Contributor User: ☐
 Address: | Site.com Publisher User: ☐
 Time Zone: (GMT+05:30) India Standard Time (Asia/Kolkata) | WDC User: ☐
 Locale: English (India) | Mobile Push Registrations: View
 Language: English | Data.com User Type: ☐
 Delegated Approver: |

Milestone 7:

Sharing Rules

Sharing Settings

This page displays your organization's sharing settings. These settings specify the level of access your users have to each others' data. Go to [Background Jobs](#) to monitor the progress of a change to an organization-wide default or a parallel sharing recalculation.

Manage sharing settings for:

[Disable External Sharing Model](#)

Default Sharing Settings

Organization-Wide Defaults

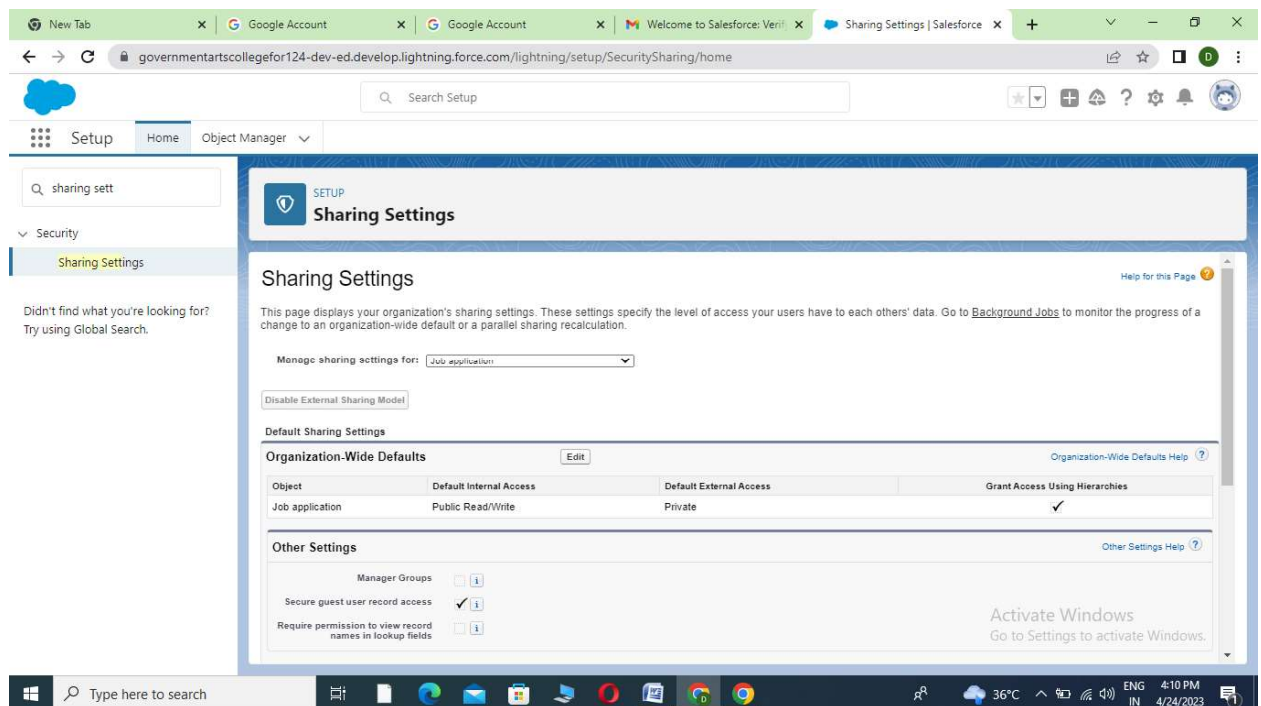
| Object | Default Internal Access | Default External Access | Grant Access Using Hierarchies |
|-----------|-------------------------|-------------------------|-------------------------------------|
| Candidate | Public Read/Write | Private | <input checked="" type="checkbox"/> |

Other Settings

Manager Groups: ☐
 Secure guest user record access: ☒
 Require permission to view record names in lookup fields: ☐

Create a sharing rule

- Go to Sharing Settings, which can be found under the Quick Find section.
- Scroll down and find the candidate object where a sharing rule needs to be added, and then click on New to create a new sharing rule.
- Add the label of the sharing rule you want to make.
- Select your rule type based on the criteria.
- Select the field can join immediately check field from the candidate object.
- Select the operator as equal and value is true.
- And in selecting the users to share with the section select roles and in that select Hr Manager.
- And in the section of select the level of access for the users give the access Read/Write.
- And save the rule.



Milestone 8:

Reports:

Report: Accounts
New Accounts Report

Total Records: 5

| Rating | Billing City | Subtotal | Total |
|--------------|---------------------|----------|----------|
| - | Record Count | 5 | 5 |
| Total | Record Count | 5 | 5 |

Details (5 Rows) Click an intersection in the table above to filter details.

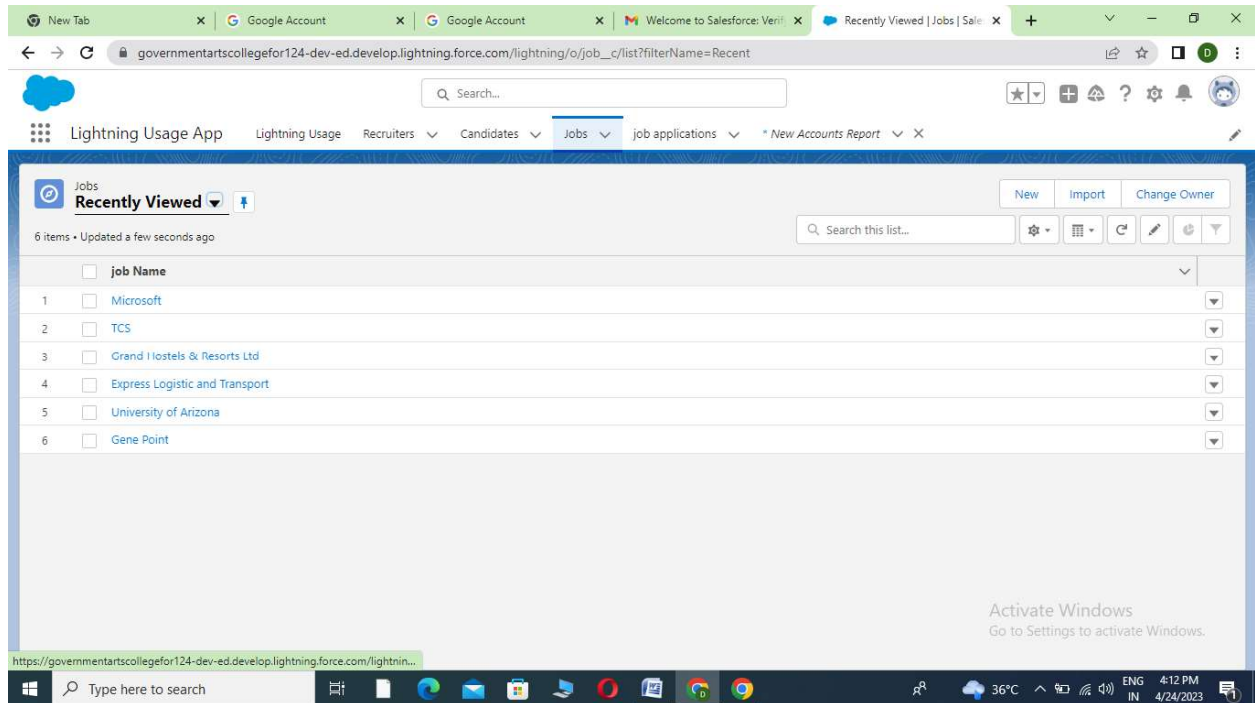
| | Last Activity | Account Owner | Account Name | Billing State/Province | Last Modified Date |
|---|---------------|---------------|---------------------------------|------------------------|--------------------|
| 1 | - | Anitha M | United oil & Gas, UK | - | 23/04/2023 |
| 2 | - | Anitha M | Dickenson plc | - | 23/04/2023 |
| 3 | - | Anitha M | sForce | - | 23/04/2023 |
| 4 | - | Anitha M | Pyramid Construction Inc. | - | 23/04/2023 |
| 5 | - | Anitha M | Sample Account for Entitlements | - | 23/04/2023 |

Row Counts: ☒ Detail Rows: ☒ Subtotals: ☒ Grand Total: ☒ Stacked Summaries: ☒

Create a report:

Create a report that displays rating of the account and which has type and account name.

- 1) Click on app launcher search for reports.
- 2) Click on the new report and select the category has accounts and contacts.
- 3) And the report type has accounts.
- 4) In the details section select the option start report.
- 5) In the filter pane select All accounts to show me.
- 6) And All time is created.
- 7) In the outline pane, group rows select Rating and in group columns select Account Name.
- 8) In the columns section add Type and Billing city.
- 9) Save the report by giving label name and save the folder as a public folder and save the report.



4 TRAILHEAD PROFILE PUBLIC URL:

- Team Lead - <https://trailblazer.me/id/anitm8>
- Team Member 1 - <https://trailblazer.me/id/viths>
- Team Member 2 - <https://trailblazer.me/id/knagaraj59>
- Team Member 3 - <https://trailblazer.me/id/jjayabal6>

5 ADVANTAGES & DISADVANTAGE:

❖ ADVANTAGE:

- Reduces time spent with administrative tasks.
- Provides better and faster CV screening.

- Facilities collaborate hiring and speed up the recruitment cycle.
- Improves the quality of hire
- Boosts employer brand and improve Onboarding.
- Saves time for value added work.
- Improved cost – per – hire.
- Flexible system for both employer & the agencies.
- Automatic posting to online job boards when a position comes available.
- A wealth of data to measure the effectiveness of any part of the process and find areas to improve.
- Helps find the right candidates and filters out the candidates that don't fit the role well.

❖ **DISADVANTAGE:**

- A disadvantage of job application tracking system is missing qualified due to wrong keyword selection .
- Automatic elimination of resumes that software cannot recognize and interpret is another drawback of ATS.
- Missing out an potential great hires and great pipeline talent when resumes are eliminated.
- Misread resumes in PDF format.
- The inability to read most, if not all, graphics.
- Incorrectly categorized data from resumes that were created in an unusual format.
- Communications can be less personalized.

6 APPLICATIONS:

- **Increased efficiency:** ATS systems can automate many of the tasks involved in the recruitment process, including posting job openings, collecting resumes and job applications, and scheduling interviews. This can help streamline the recruitment process and save time for both recruiters and candidates.
- **Improved organization:** ATS systems can store and organize resumes, job applications, and other recruitment-related documents in a central location, making it easier for recruiters to review and compare candidates.
- **Enhanced tracking:** ATS systems can track the status of candidates throughout the recruitment process, including the stage they are at in the hiring process, whether they have been interviewed, and if they have been offered a job. This can help recruiters stay organized and keep track of the progress of each candidate.
- **Increased candidate pool:** ATS systems can be used to post job openings on various job boards and social media platforms, which can help increase the pool of candidates and improve the chances of finding the right fit for the job.
- **Enhanced communication:** ATS systems can facilitate communication between recruiters and candidates, including sending and receiving emails and scheduling interviews. This can improve the overall candidate experience and help recruiters stay in touch with potential hires.
- **Reporting and analytics:** ATS systems can generate reports on various aspects of the recruitment process, such as the number of job openings, the number of candidates, and the cost per hire. This can provide valuable insights and data that can help organizations improve their recruitment process.

7 CONCLUSION:

- In this project we made to effectively introduce the concept of job application tracking system already that are existing in daily life.
- We also give the brief overview of job application tracking system.
- AI have emerged as an essential tool for present day recruiters looking to drive innovative hiring result.
- This project can be further refined and extended by introducing new and more innovative features.

8 FUTURE SCOPE:

- Recruitment has drastically evolved throughout the years, especially with digitalization and advancements in technology and artificial intelligence.
- Earlier, ATS' were only used by a few search firms that could bear heavy investment costs, but over the years, their use has risen considerably.
- Considering the global pandemic and the rise of remote work, it has become evident that digitalization of recruitment processes has become the need of the hour.
- Research shows that most staffing firms worldwide will invest in an Applicant Tracking System by the end of 2022 to improve efficacy within talent acquisition. With this, the future of ATS looks bright.
- With the continuous evolvments in the recruitment field and rising competition in the market—here are some predictions for the future.