

Project Report Template

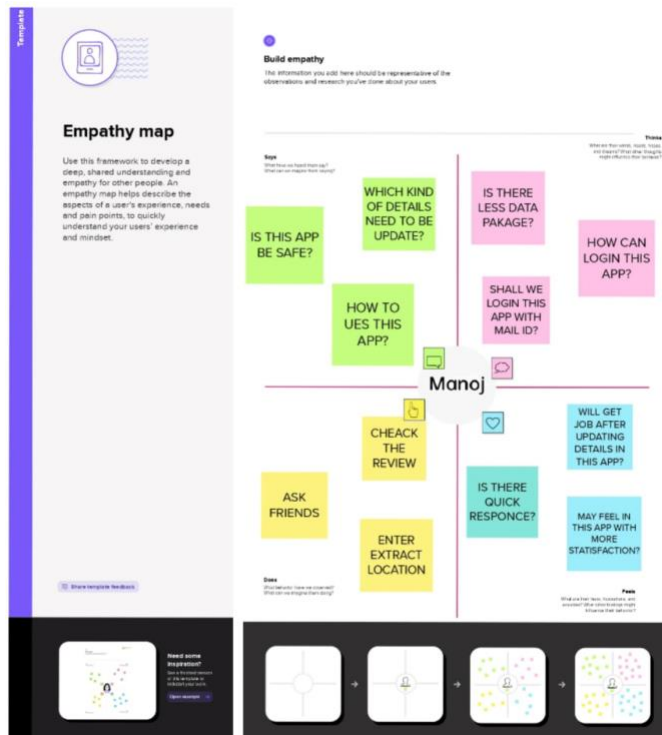
1 INTRODUCTION

HR Manager is the go-to person for all employee-related issues. This means that your HR Manager duties will involve managing activities such as job design, recruitment, employee relations, performance management, training & development and talent management.

The job of HR Manager is important to business success. People are our most important asset and you'll be the one to ensure we have a happy and productive workplace where everyone works to realize our established mission and objectives. Promoting corporate values and shaping a positive culture is a vital aspect of a complete HR Manager job description and specification.

2 Problem Definition & Design Thinking

2.1 Empathy Map



2.2 Ideation & Brainstorming Map

1 Define your problem statement

What problem are you trying to solve? Frame your problem as a How Might We statement. This will be the focus of your brainstorm.

5 minutes

PROBLEM

How might we create an application for travel approval of corporate employee through Salesforce by the benefits of company and employees.

Key rules of brainstorming

To run a successful and productive session

- Stay in topic.
- Encourage wild ideas.
- Defer judgement.
- Listen to others.
- Go for volume.
- If possible, be visual.

2 Brainstorm

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

10 minutes

TIP You can select a sticky note and hit the pencil (switch to sketch) icon to start drawing!

Access with easy login method

Missing information from Managers

Keeping a travel guide

Collect user information

FIRST AID

Privacy security policy

External data support

Infotek customization

Travel Reports

Travel & Price details

Request data collection

Insurance policy

Traveling Reports

Application filing

Contact details

Approval from Managers

Person 5

Person 6

Person 7

Person 8

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

TIP Add customizable tags to make it easier to browse, organize, and categorize important themes within your map.

Access with easy login method

Approval from managers

Application filing

TRAVEL APPROVAL APPLICATION

Collect user's information

Traveling Reports

Travel and price details

4 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

TIP Participants can use these points to sort or place sticky notes straight on the grid. The facilitator can confirm the space by using the zoom pan tool during the Review of the responses.

Feasibility

Importance of the response (what ideas are most feasible then others? Cost, time, effort, complexity, etc.)

3 RESULT

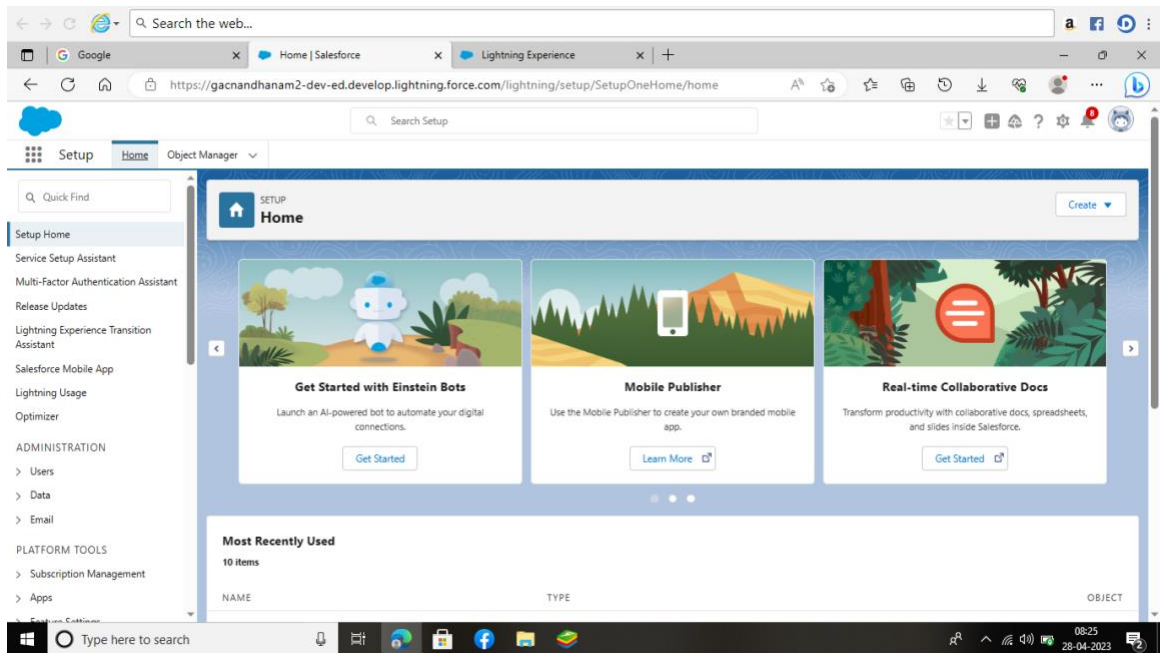
3.1 Data Model:

Objectname	Fields in the Object				
StandardObjects:	<table><tr><td>Field label</td><td>Data type</td></tr><tr><td>Job Posting Site</td><td>Text</td></tr></table>	Field label	Data type	Job Posting Site	Text
Field label	Data type				
Job Posting Site	Text				
CustomObjects:	<table><tr><td>Field label</td><td>Data type</td></tr><tr><td>Job Posting Site URL</td><td>Text</td></tr></table>	Field label	Data type	Job Posting Site URL	Text
Field label	Data type				
Job Posting Site URL	Text				

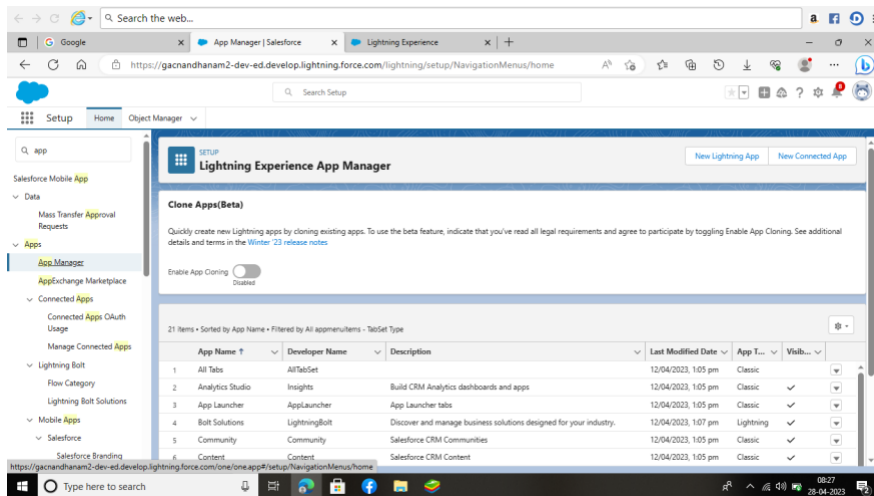
3

.2 Activity & Screenshot

Milestone 1



Milestone 2



Milestone 3

The screenshot shows the Salesforce Setup interface for the 'Account' object in the Object Manager. The left sidebar lists various setup options, with 'Fields & Relationships' selected. The main area displays a table of fields for the Account object.

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Account Name	Name	Name		✓
Account Number	AccountNumber	Text(40)		
Account Owner	OwnerId	Lookup(User)		✓
Account Site	Site	Text(80)		
Account Source	AccountSource	Picklist		
Active	Active__c	Picklist		
Annual Revenue	AnnualRevenue	Currency(18, 0)		
Billing Address	BillingAddress	Address		
Clean Status	CleanStatus	Picklist		✓
Created By	CreatedById	Lookup(User)		

Milestone 4

The screenshot shows the Salesforce Setup interface for 'Custom Tabs'. The left sidebar lists various setup options, with 'Custom Tabs' selected. The main area displays a table of custom tabs.

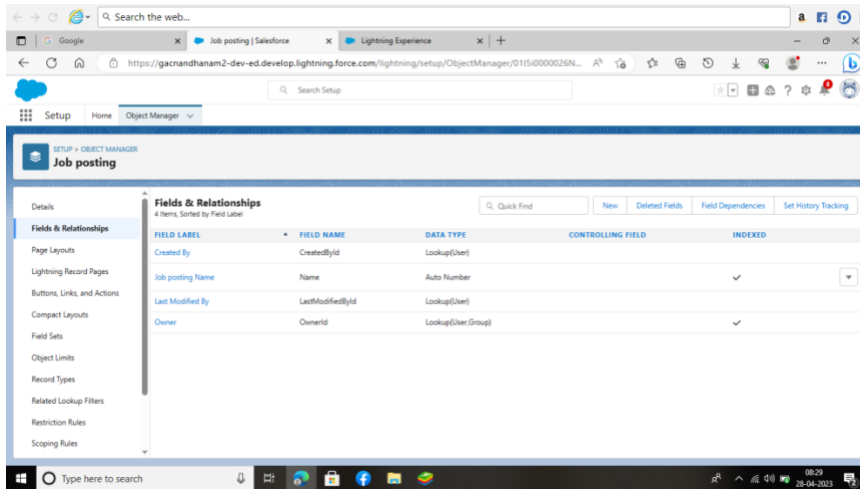
Action	Label	Tab Style	Description
Web Tabs	No Web Tabs have been defined		
Visualforce Tabs	No Visualforce Tabs have been defined		
Lightning Component Tabs	No Lightning component tabs have been defined		

Milestone 5

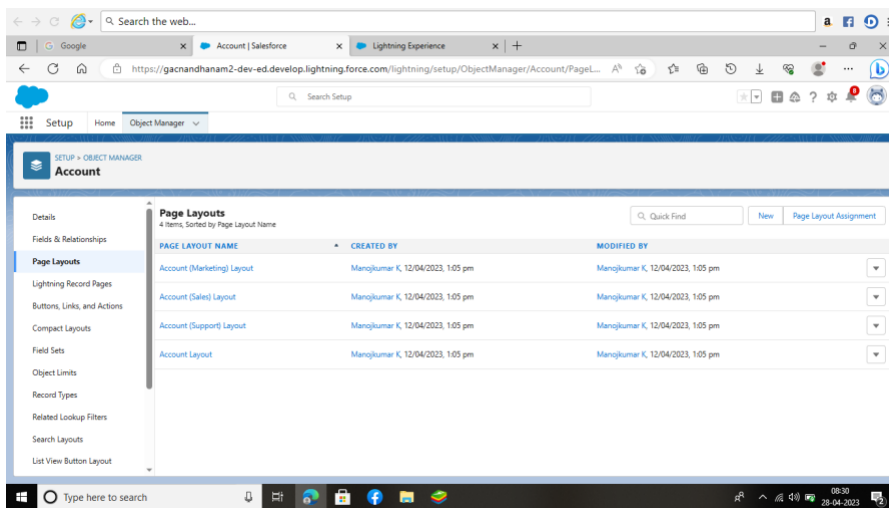
The screenshot shows the Salesforce Setup interface for the 'Job posting sites' object in the Object Manager. The left sidebar lists various setup options, with 'Fields & Relationships' selected. The main area displays a table of fields for the Job posting sites object.

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Created By	CreatedById	Lookup(User)		
Description	Description__c	URL(255)		
Job posting site URL	Job_posting_site_URL__c	URL(255)		
Job posting sites Name	Name	Text(80)		✓
Last Modified By	LastModifiedById	Lookup(User)		
Owner	OwnerId	Lookup(User Group)		✓
Status	Status__c	URL(255)		
Technical site	Technical_site__c	URL(255)		

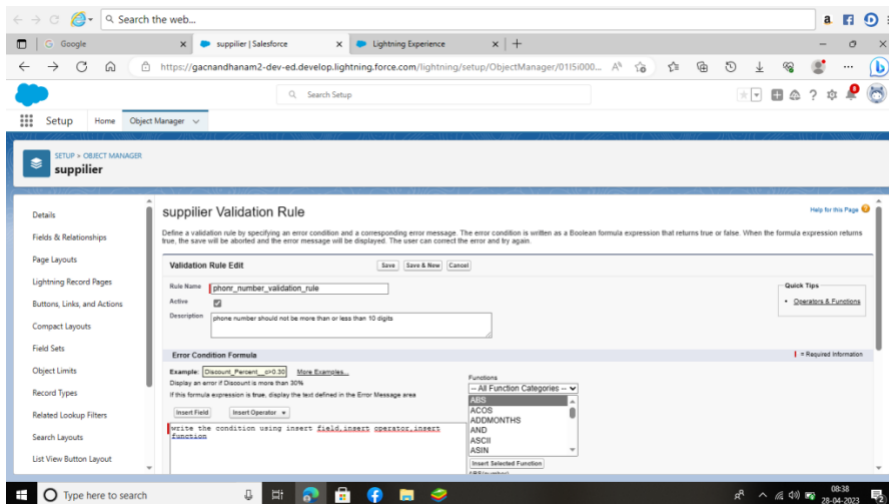
Milestone 6



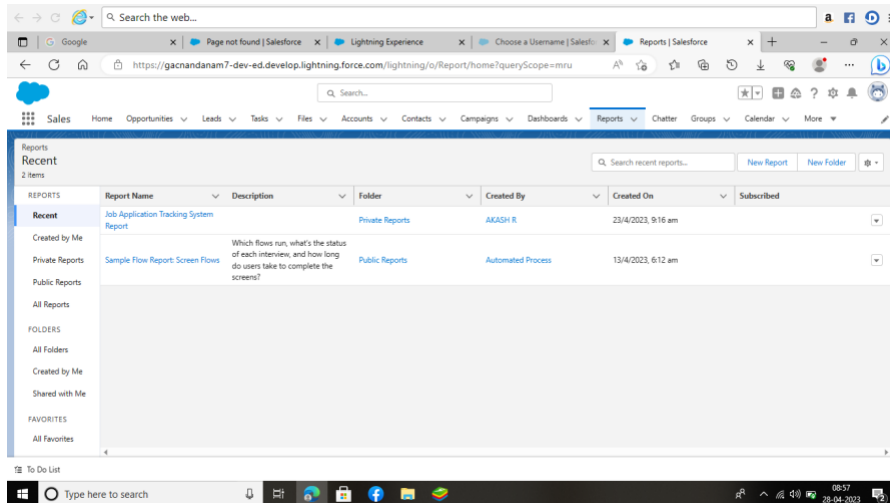
Milestone 7



Milestone 8



Milestone 9



4 Trailhead Profile Public URL

Team Lead - <https://trailblazer.me/id/karus8>

Team Member 1 <https://trailblazer.me/id/puthiyavan66>

Team Member 2 - <https://trailblazer.me/id/ramki69>

Team Member 3 - <https://trailblazer.me/id/prathap65>

5 ADVANTAGES& DISADVANTAGE

Advantages:

1. Better growth:

While working as a human resource manager, a person would understand the actual worth of that position in the company. It is already known everyone other than the human resource department that is a part of the human resource department provides visible growth in their job profile and description along with remuneration. Therefore, it is quite clear that the human resource department delivers better professional growth.

2. Provides better management experience:

The actual responsibilities of the human resource manager are that he or she need to qualify such candidates for the work position of the company, wherein which he or she needs to fulfill all the requirements that the company expects. And such sort of work is called a management skill. The management skill provides better knowledge about the duties and responsibilities of the working position.

3. Communication skills:

A human resource manager needs to be clever with his or her communication skills. And eventually, such type of communication skill prevents the human resource manager to build better networks with his or her company clients. Which is fortunately profitable for the development of the company. Therefore, it is very much necessary to understand the value of communication skills in terms of the responsibilities of the HR manager.

Disadvantages:

1. Maintaining a safe distance:

Most of the employees who work in a multinational company think that their manager is difficult to understand, but the actual truth is that being an HR manager is not that easy job as it appears. Every employee of the company is provided with the job description information which states all types of duties and behavior needed for the company. Similarly, the HR manager is expected to maintain a safe distance from his or her employees so that he or she can be strong with their corporate decisions.

2. Greater experience expected:

The human resource manager position holds a level of responsibility that while hiring an HR manager the higher department expects a lot of experience in that similar field of work. Moreover, expecting a greater amount of experience can turn as one of the disadvantages for the person applying for the job. As it is quite clear that a person with a management ability can handle the HR manager position cleverly without any extra experience.

6 APPLICATION

The Salesforce application for recruiting HR managers helps in providing all the facilities required such that it is easy for an HR to recruit their employees through this and also further they are able to find the opportunities through online itself itself.

7 CONCLUSION

Conclusion: The discussion over pros and cons of an HR manager can be concluded with a statement that as people think the human resource manager job is very easy to handle, but the actual truth behind that statement is that as compared to rest of the work profiles, the HR manager job is considered as one of the complicated working environments.

Therefore, if anyone is interested to read more about the pros and cons can follow all the above mentioned list for better understanding.

8 FUTURE SCOPE

➤ Human resources planning :-

Human resource planning or Human Resource Planning refers to a process by which the company identifies the number of jobs vacant, whether the company has excess staff or shortage of staff and to deal with this excess or shortage.

➤ Job analysis design :-

Another important area of Human Resource Management is job analysis. Job analysis gives a detailed explanation about each and every job in the company.

➤ Recruitment and selection :-

Based on information collected from job analysis the company prepares advertisements and publishes them in the newspapers. This is recruitment. A number of applications are received after the advertisement is published, interviews are conducted and the right employee is selected thus recruitment and selection are yet another important area of Human Resource Management.

➤ Orientation and induction :-

Once the employees have been selected an induction or orientation program is conducted. This is another important area of Human Resource Management. The employees are informed about the background of the company, explain about the organizational culture and values and work ethics and introduce to the other employees.

➤ Training and development :-

Every employee goes under training program which helps him to put up a better performance on the job. Training program is also conducted for existing staff that have a lot of experience. This is called refresher training. Training and development is one area where the company spends a huge amount.

➤ **Performance appraisal :-**

Once the employee has put in around 1 year of service, performance appraisal is conducted that is the Human Resource department checks the performance of the employee. Based on these appraisal future promotions, incentives, increments in salary are decided.

➤ **Compensation planning and remuneration :-**

There are various rules regarding compensation and other benefits. It is the job of the Human Resource department to look into remuneration and compensation planning.