

# Project Report Template

## JOB APPLICATION TRACKING SYSTEM

### **1. Introduction :**

#### **1.1. Overview**

*An ATS is a computer software program that manages the hiring process. It does this by collecting and sorting thousands of resumes.*

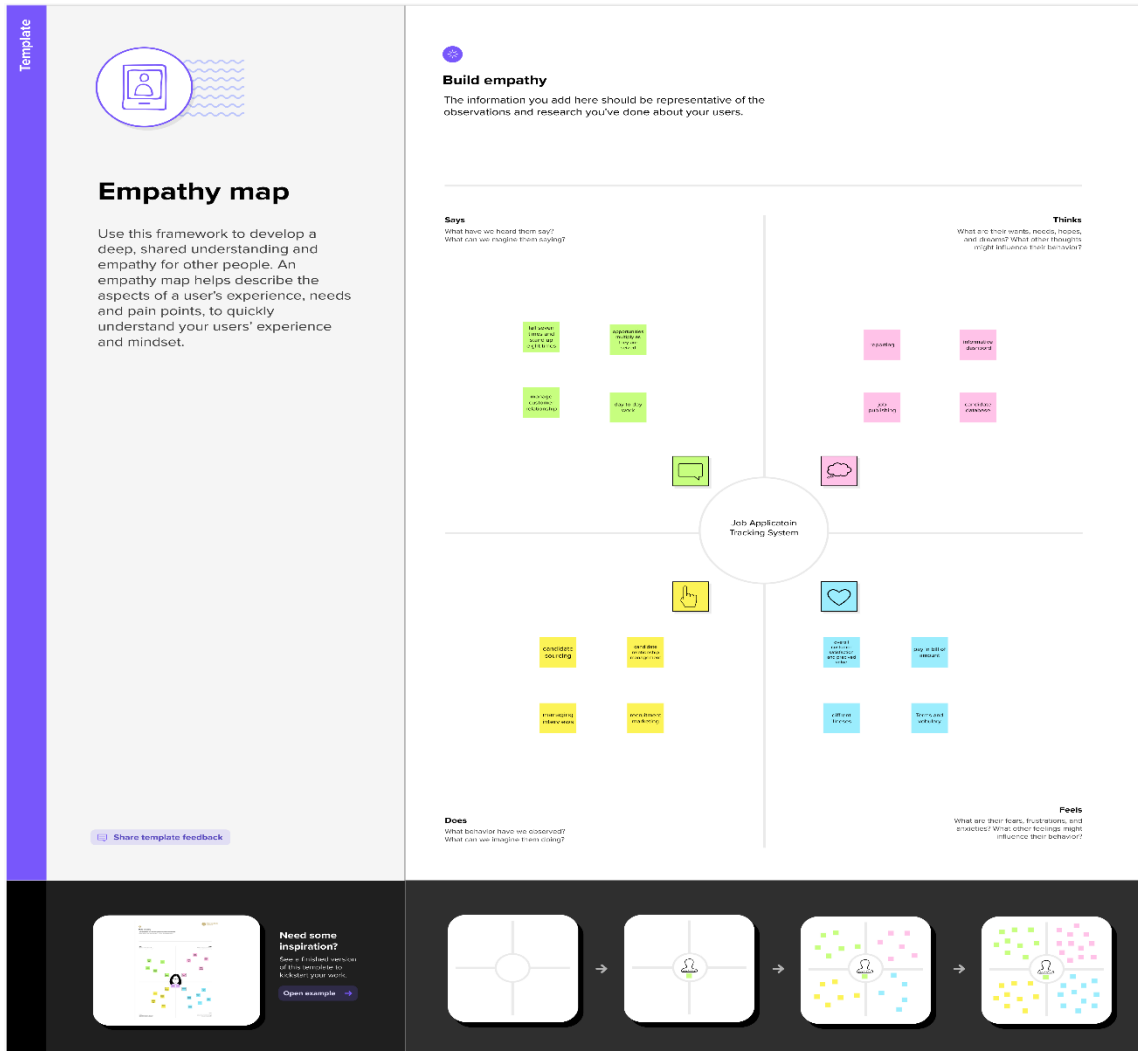
#### **1.2. Purpose**

*The purpose of our project is to provide customers with a clear vision of*

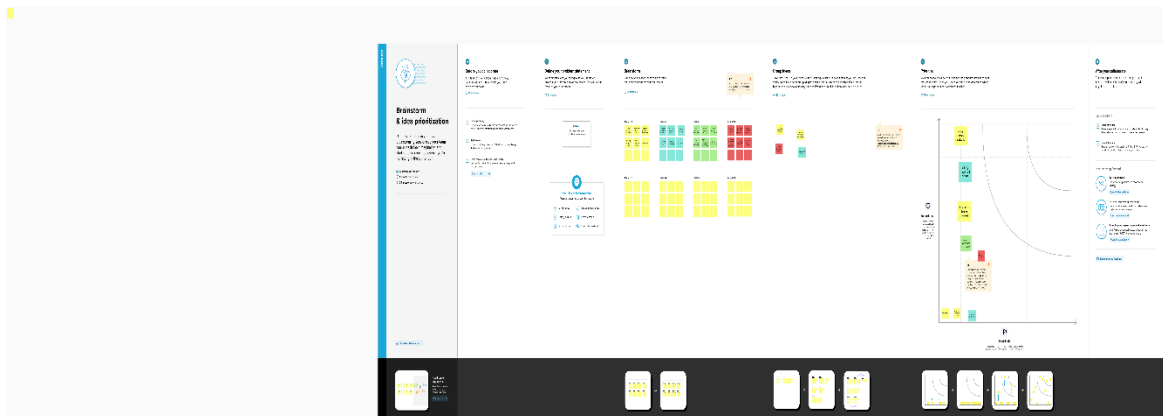
- ❖ *Flexible system for both employer and the agency.*
- ❖ *Easy job posting.*
- ❖ *It should give a guaranteed good satisfaction.*

## 2. Problem Definition & Design Thinking :

### 2.1. Empathy Map For Build an Event Management Using Salesforce



### 2.2. Ideation & Brainstorming Map



### 3. RESULT :

#### 3.1. Data Model :

Objects	Fields in the Object	
Recruiter	<b>Field Label</b>	<b>Data Type</b>
	Business Brand	Master-Detail Relationship
	Job Title	Text
	Description	Text Area
	Location	Text
Candidate	<b>Field Label</b>	<b>Data Type</b>
	Candidate Register Number	Text
	Candidate Biodata	Text
	Customer	Master-Detail Relationship
	Location	Text Area
Job Application	<b>Field Label</b>	<b>Data Type</b>
	Job Application Number	Text
	Job Application Id	Text Area
	Description	Text
	Customer	Master-Detail Relationship
Job	<b>Field Label</b>	<b>Data Type</b>
	Job Detail	Text
	Job Application Date	Text
	Work Type	Master-Detail Relationship
	Job Place	Text Area

## 3.2. Activity & Screenshot

### 3.2.1. Objects :

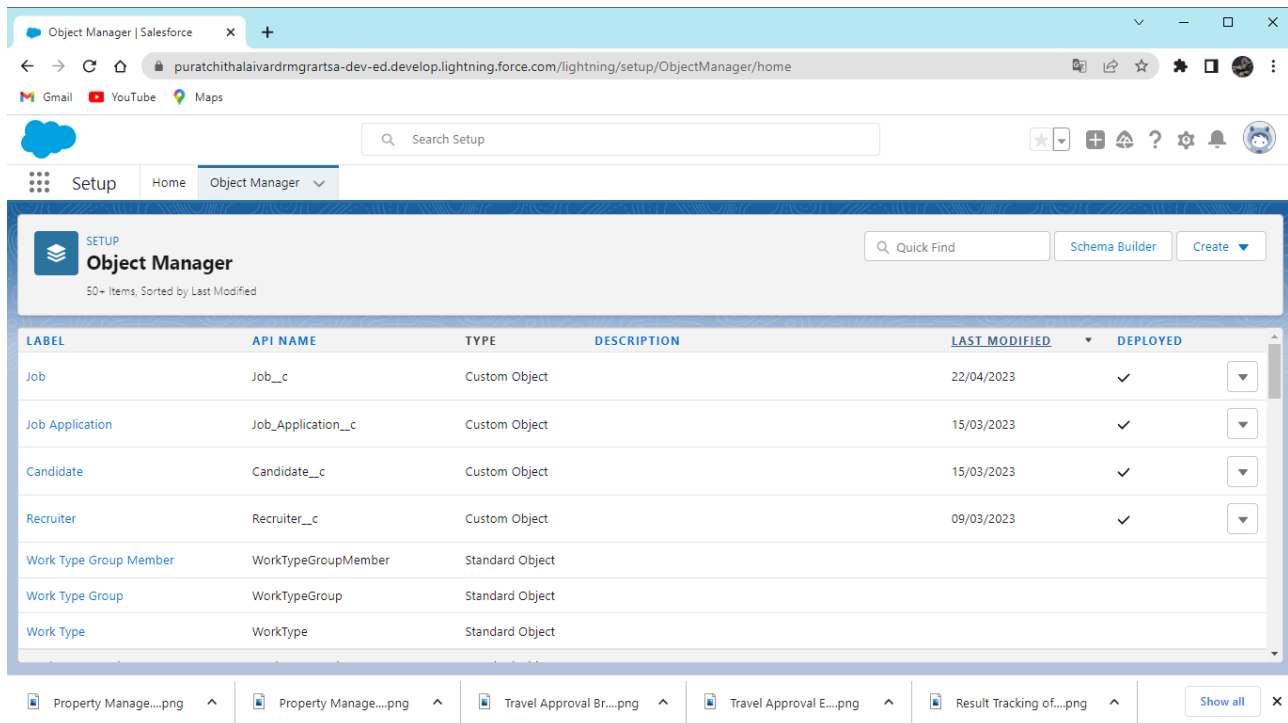
*Salesforce objects are database tables that permit you to store data that is specific to an organization. It consists of fields (columns) and records (rows).*

Salesforce objects are of two types :

- **Standard Objects** : Standard objects are the kind of objects that are provided by salesforce.com such as users, contracts, reports, dashboards, etc.
- **Custom Objects** : Custom objects are those objects that are created by users. They supply information that is unique and essential to their organization. They are the heart of any application and provide a structure for sharing data.

### Creation of Custom Objects :

- **Recruiter**
- **Candidate**
- **Job Application**
- **Job**



The screenshot displays the Salesforce Object Manager interface. The browser address bar shows the URL: `puratchithalaivardmrgartsa-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/home`. The interface includes a search bar labeled "Search Setup" and a navigation menu with "Setup", "Home", and "Object Manager". The main content area is titled "Object Manager" and shows a list of 50+ items, sorted by Last Modified. The list includes the following objects:

LABEL	API NAME	TYPE	DESCRIPTION	LAST MODIFIED	DEPLOYED
Job	Job__c	Custom Object		22/04/2023	✓
Job Application	Job_Application__c	Custom Object		15/03/2023	✓
Candidate	Candidate__c	Custom Object		15/03/2023	✓
Recruiter	Recruiter__c	Custom Object		09/03/2023	✓
Work Type Group Member	WorkTypeGroupMember	Standard Object			
Work Type Group	WorkTypeGroup	Standard Object			
Work Type	WorkType	Standard Object			

The interface also includes a "Quick Find" search bar, a "Schema Builder" button, and a "Create" button. The bottom of the screen shows a taskbar with several open windows, including "Property Manage...", "Travel Approval Br...", "Travel Approval E...", and "Result Tracking of...".

### 3.2.2. Fields

*Fields in Salesforce represents what the columns represent in relational databases. It can store data values which are required for a particular object in a record.*

*There are 2 types of fields in salesforce:*

- *Standard fields: There are four standard fields in every custom object that are Created By, Last Modified By, Owner, and the field created at the time of the creation of an object. These fields cannot be deleted or edited and they are always required. For standard objects, the fields which are present by default in them and cannot be deleted from standard objects are standard fields.*
- *Custom fields: The Custom fields which are added by the administrator/developer to meet the business requirements of any organization. They may or may not be required.*

#### **Creation of Fields**

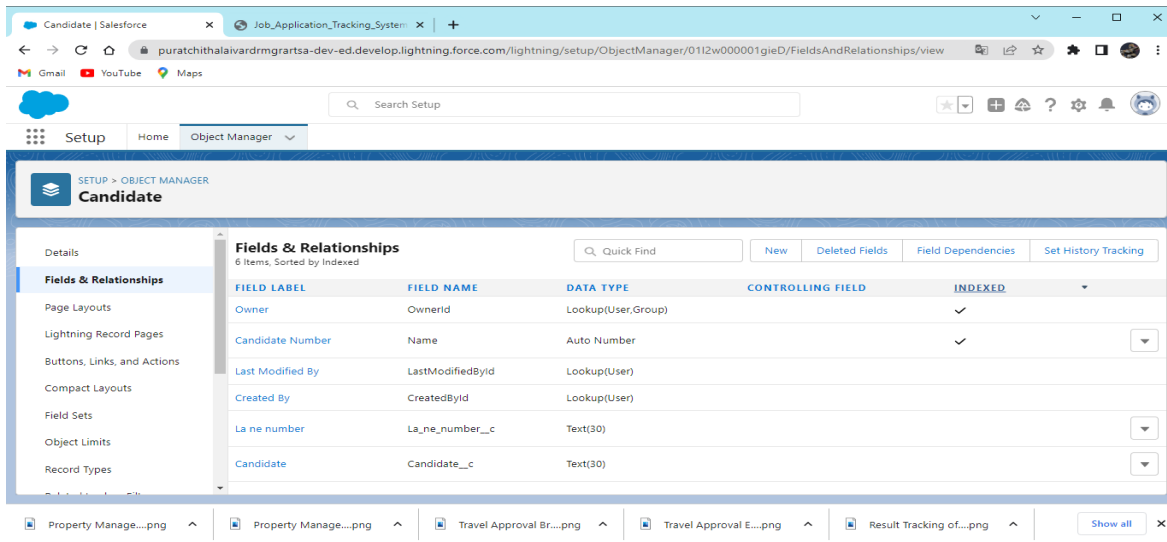
- **Recruiter**
- **Candidate**
- **Job Application**
- **Job**

#### **Creation of fields for the Recruiter objects**

The screenshot shows the Salesforce Setup interface for the 'Recruiter' object. The left sidebar contains a navigation menu with options: Details, Fields & Relationships (selected), Page Layouts, Lightning Record Pages, Buttons, Links, and Actions, Compact Layouts, Field Sets, Object Limits, and Record Types. The main content area is titled 'Fields & Relationships' and shows a table of 7 items, sorted by Indexed. The table has columns: FIELD LABEL, FIELD NAME, DATA TYPE, CONTROLLING FIELD, and INDEXED. The fields listed are: Recruiter Number (Name, Auto Number, Indexed), Candidate (Candidate\_\_c, Master-Detail(Candidate), Indexed), Last Modified By (LastModifiedById, Lookup(User), Indexed), Created By (CreatedById, Lookup(User), Indexed), Location (Location\_\_c, Text(30), Indexed), and Description (Description\_\_c, Text Area(255), Indexed). The top of the page shows the browser address bar with the URL: puratchithalaivardmrgartsa-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/012w000001gbCY/FieldsAndRelationships/view. The top navigation bar includes Setup, Home, and Object Manager. The bottom of the page shows a tab bar with several open tabs: Property Management, Travel Approval, and Result Tracking.

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Recruiter Number	Name	Auto Number		✓
Candidate	Candidate__c	Master-Detail(Candidate)		✓
Last Modified By	LastModifiedById	Lookup(User)		✓
Created By	CreatedById	Lookup(User)		✓
Location	Location__c	Text(30)		✓
Description	Description__c	Text Area(255)		✓

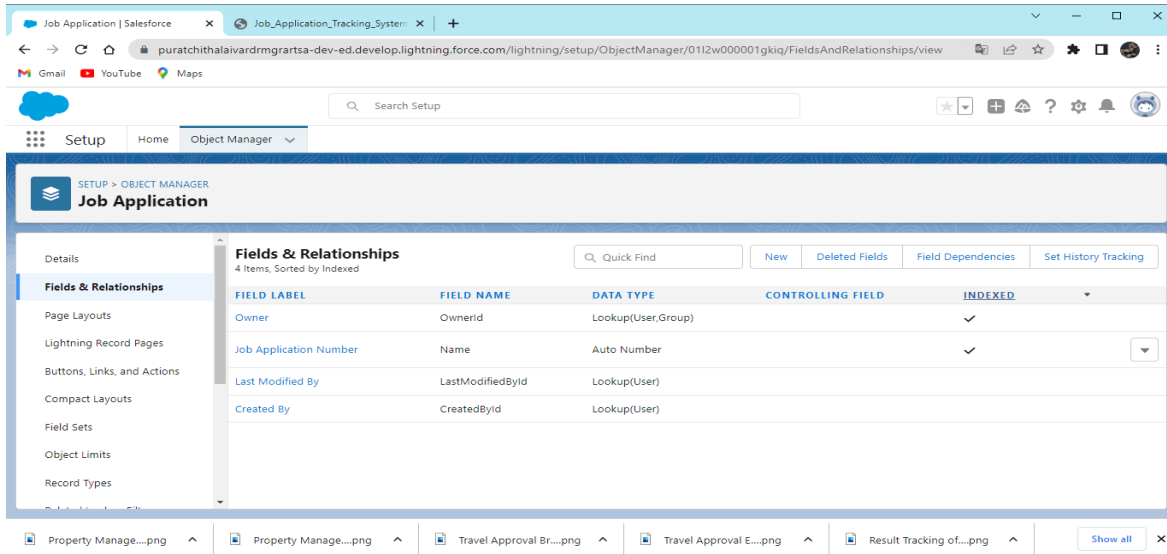
## Creation of fields for the Candidate objects



The screenshot shows the Salesforce Setup interface for the 'Candidate' object. The 'Fields & Relationships' section is active, displaying a table of 6 fields. The table has columns for Field Label, Field Name, Data Type, Controlling Field, and Indexed. The fields listed are Owner, Candidate Number, Last Modified By, Created By, La ne number, and Candidate.

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Owner	OwnerId	Lookup(User,Group)		✓
Candidate Number	Name	Auto Number		✓
Last Modified By	LastModifiedById	Lookup(User)		
Created By	CreatedBy	Lookup(User)		
La ne number	La_ne_number__c	Text(30)		
Candidate	Candidate__c	Text(30)		

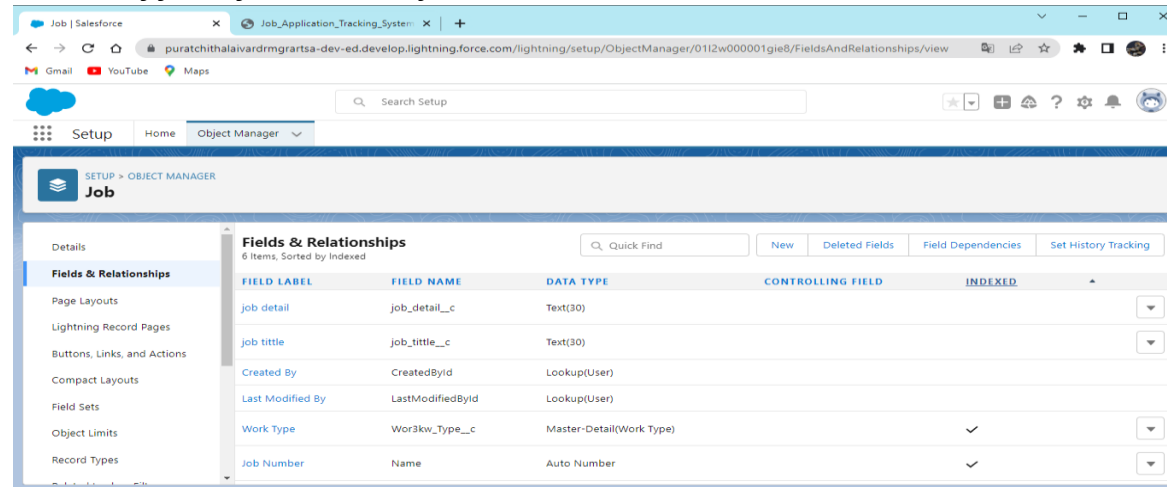
## Creation of fields for the Job Application objects



The screenshot shows the Salesforce Setup interface for the 'Job Application' object. The 'Fields & Relationships' section is active, displaying a table of 4 fields. The table has columns for Field Label, Field Name, Data Type, Controlling Field, and Indexed. The fields listed are Owner, Job Application Number, Last Modified By, and Created By.

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Owner	OwnerId	Lookup(User,Group)		✓
Job Application Number	Name	Auto Number		✓
Last Modified By	LastModifiedById	Lookup(User)		
Created By	CreatedBy	Lookup(User)		

## Creation of fields for the Job objects



The screenshot shows the Salesforce Setup interface for the 'Job' object. The 'Fields & Relationships' section is active, displaying a table of 6 fields. The table has columns for Field Label, Field Name, Data Type, Controlling Field, and Indexed. The fields listed are job detail, job title, Created By, Last Modified By, Work Type, and Job Number.

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
job detail	job_detail__c	Text(30)		
job title	job_title__c	Text(30)		
Created By	CreatedBy	Lookup(User)		
Last Modified By	LastModifiedById	Lookup(User)		
Work Type	Workkw_Type__c	Master-Detail(Work Type)		✓
Job Number	Name	Auto Number		✓

### 3.2.3. Tab :

*Tabs in Salesforce help users view the information at a glance. It displays the data of objects and other web content in the application.*

There are mainly 4 types of tabs:

- **Standard Object Tabs:** Standard object tabs display data related to standard objects.
- **Custom Object Tabs:** Custom object tabs display data related to custom objects. These tabs look and function just like standard tabs.
- **Web Tabs:** Web Tabs display any external Web-based application or Web page in a Salesforce tab.
- **Visualforce Tabs:** Visualforce Tabs display data from a Visualforce Page.

*NOTE: we wont be dealing with web tabs and visualforce tabs later.*

#### Creation of Tabs :

- **Recruiter Tab**
- **Candidate Tab**
- **Job Application Tab**
- **Job Tab**

The screenshot shows the Salesforce Setup interface for Custom Tabs. The browser address bar indicates the URL: `puratchithalaivardmrgartsa-dev-ed.develop.lightning.force.com/lightning/setup/CustomTabs/home`. The left sidebar shows the navigation menu with 'Setup' selected, and 'User Interface' expanded, showing 'Loaded Console Tab Limit', 'Rename Tabs and Labels', and 'Tabs' (which is highlighted). The main content area is titled 'Custom Tabs' and includes a 'Help for this Page' link. Below the title, there is a description: 'You can create new custom tabs to extend Salesforce functionality or to build new application functionality. Custom Object tabs look and behave like the standard tabs provided with Salesforce. Web tabs allow you to embed external web applications and content within the Salesforce window. Visualforce tabs allow you to embed Visualforce pages. Lightning Component tabs allow you to add Lightning components to the navigation menu in Lightning Experience and the mobile app. Lightning Page tabs allow you to add Lightning Pages to Lightning Experience and the mobile app.'

Below the description is a table titled 'Custom Object Tabs' with columns: Action, Label, Tab Style, and Description. The table lists four tabs: 'Candidates' (Computer style), 'Job Application' (Keys style), 'Jobs' (Pencil style), and 'Recruiters' (Moon style). Each row has 'Edit | Del' links. At the bottom of the page, there is a 'Show all' link.

Action	Label	Tab Style	Description
Edit   Del	Candidates	Computer	
Edit   Del	Job Application	Keys	
Edit   Del	Jobs	Pencil	
Edit   Del	Recruiters	Moon	

### 3.2.4. Profile

A profile is a group/collection of settings and permissions that define what a user can do in salesforce. A profile controls “Object permissions, Field permissions, User permissions, Tab settings, App settings, Apex class access, Visualforce page access, Page layouts, Record Types, Login hours & Login IP ranges.

A profile can be assigned to many users, but user can be assigned single profile at a time.

#### Creation of Profile

- Recruiter profile
- Sales Manager profile

#### Creation on Recruiter Profile

The screenshot shows the Salesforce Setup interface for the 'Recruiter' profile. The left sidebar contains a search bar with 'profiles' entered and a list of navigation items including 'Users' and 'Profiles'. The main content area is titled 'SETUP Profiles' and includes a 'Help for this Page' link. Below the title, there is a paragraph explaining that users with this profile have specific permissions and page layouts, and that administrators can change a user's profile by editing their personal information. A link to 'Record Type Settings' is provided. A list of enabled permissions is shown, including Login IP Ranges, Apex Class Access, Visualforce Page Access, External Data Source Access, Named Credential Access, Custom Metadata Type Access, Custom Setting Definitions Access, Flow Access, Service Presence Status Access, and Custom Permissions. The 'Profile Detail' section includes buttons for 'Edit', 'Clone', 'Delete', and 'View Users', and a table with fields: Name (Recruiter), User License (Salesforce), Description (Custom Profile), Created By (Mohana T. 30/03/2023, 10:43 am), and Modified By (Mohana T. 30/03/2023, 10:43 am). The 'Page Layouts' section shows a table with columns for Standard Object Layouts, Global, Object Milestone, and Email Application, with links to view assignments for each.

#### Creation on Sales Manager Profile

The screenshot shows the Salesforce Setup interface for the 'Sales manager' profile. The left sidebar contains a search bar with 'profiles' entered and a list of navigation items including 'Users' and 'Profiles'. The main content area is titled 'SETUP Profiles' and includes a 'Help for this Page' link. Below the title, there is a paragraph explaining that users with this profile have specific permissions and page layouts, and that administrators can change a user's profile by editing their personal information. A link to 'Record Type Settings' is provided. A list of enabled permissions is shown, including Login IP Ranges, Apex Class Access, Visualforce Page Access, External Data Source Access, Named Credential Access, Custom Metadata Type Access, Custom Setting Definitions Access, Flow Access, Service Presence Status Access, and Custom Permissions. The 'Profile Detail' section includes buttons for 'Edit', 'Clone', 'Delete', and 'View Users', and a table with fields: Name (Sales manager), User License (Salesforce), Description (Custom Profile), Created By (Mohana T. 30/03/2023, 10:45 am), and Modified By (Mohana T. 30/03/2023, 10:45 am). The 'Page Layouts' section shows a table with columns for Standard Object Layouts, Global, Object Milestone, and Email Application, with links to view assignments for each.



### 3.2.5. User

A user is anyone who logs in to Salesforce. Users are employees at your company, such as sales reps, managers, and IT specialists, who need access to the company's records. Every user in Salesforce has a user account. The user account identifies the user, and the user account settings determine what features and records the user can access.

### Creation of User

- **HR Manager**
- **Sales Manager**

### **Creation of HR Manager User**

The screenshot shows the Salesforce Setup interface for creating a new user. The left sidebar contains a navigation menu with options like Users, Permission Set Groups, Profiles, Public Groups, Queues, Roles, and User Management Settings. The main content area is titled 'User: Hr Manager' and displays a form for user details. The form includes fields for Name, Alias, Email, Username, Nickname, Title, Company, Department, Division, Address, Time Zone, Locale, and Language. The 'Role' field is set to 'SVP Human Resources', and the 'User License' is 'Salesforce Platform'. The 'Profile' is 'Standard Platform User'. The 'Active' checkbox is checked. The 'Marketing User' checkbox is also checked. The 'Offline User', 'Knowledge User', 'Flow User', 'Service Cloud User', 'Site.com Contributor User', 'Site.com Publisher User', and 'WDC User' checkboxes are unchecked. The 'Mobile Push Registrations' link is visible at the bottom right.

### **Creation of Sales Manager User**

The screenshot shows the Salesforce Setup interface for creating a new user. The left sidebar contains a navigation menu with options like Users, Permission Set Groups, Profiles, Public Groups, Queues, Roles, and User Management Settings. The main content area is titled 'User: Ganesh Gelli' and displays a form for user details. The form includes fields for Name, Alias, Email, Username, Nickname, Title, Company, Department, Division, Address, Time Zone, Locale, and Language. The 'Role' field is set to 'SVP Human Resources', and the 'User License' is 'Salesforce'. The 'Profile' is 'Sales manager'. The 'Active' checkbox is checked. The 'Marketing User' checkbox is also checked. The 'Offline User', 'Knowledge User', 'Flow User', 'Service Cloud User', 'Site.com Contributor User', 'Site.com Publisher User', and 'WDC User' checkboxes are unchecked. The 'Mobile Push Registrations' link is visible at the bottom right.

### 3.2.6. Sharing Rules

Sharing rules help users to share records based on conditions. It is basically created for objects whose organization-wide defaults (OWD) are set to public read-only or private because sharing rules can only extend the access and not restrict it.

Types of sharing rules,

- Owner-based Sharing Rules
- Criteria-based Sharing Rules

#### Creating a Sharing Rule

- **Candidate**
- **Job Application**

The screenshot shows the Salesforce Setup page for Sharing Settings. The left sidebar has a search bar with "sharing" and a "Security" section with "Sharing Settings" highlighted. The main content area is titled "Sharing Settings" and includes a "Manage sharing settings for:" dropdown set to "Candidate". Below this is a "Default Sharing Settings" section with a table for "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 include "Manager Groups" (unchecked), "Secure guest user record access" (checked), and "Require permission to view record names in lookup fields" (unchecked).

The screenshot shows the Salesforce Setup page for Sharing Settings, similar to the previous one but with the "Manage sharing settings for:" dropdown set to "Job Application". The "Organization-Wide Defaults" table is updated accordingly.

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

Other settings remain the same: "Manager Groups" (unchecked), "Secure guest user record access" (checked), and "Require permission to view record names in lookup fields" (unchecked).

### 3.2.7. Reports

Reports in Salesforce is a list of records that meet a particular criterion which gives an answer to a particular question. These records are displayed as a table that can be filtered or grouped based on any field.

#### Creating a Report



REPORTS	Report Name	Description	Folder	Cr...	Created On
Recent	Job Application Report		Private Reports	Mohana T	19/4/2023, 12:27 pm
Created by Me	job application		Private Reports	Mohana T	19/4/2023, 12:25 pm
Private Reports	Candidates Report		Private Reports	Mohana T	19/4/2023, 12:21 pm
Public Reports	job application tracking system report		Private Reports	Mohana T	19/4/2023, 11:12 am

Report: Job Application

Enable Field Editing Add Chart Edit

Total Records: 0

No Results

No records returned. Try editing report filters:

Row Counts Detail Rows Grand Total Stacked Summaries

#### 4. Trailhead Profile Public URL :

Team Lead - <https://trailblazer.me/id/mohat17>  
Team Member 1 - <https://trailblazer.me/id/narmb3>  
Team Member 2 - <https://trailblazer.me/id/kdayalan4>  
Team Member 3 - <https://trailblazer.me/id/priyb36>

#### 5. ADVANTAGES & DISADVANTAGES :

##### ADVANTAGES:

- ❖ *Applicant tracking system advantages include enabling you to focus more on tasks that truly require your attention rather than spending manual resources on routine, mundane tasks..*

##### DISADVANTAGES:

- ❖ *Sometimes ATS systems experience similar frustrating technical issues.*
- ❖ *Applications can be rejected, for example, if the scanner doesn't read them fully.*

#### 6. APPLICATIONS :

- ❖ *Reduces time spent on admin tasks*
- ❖ *Speeds up the recruitment cycle.*

## **7. CONCLUSION :**

- ❖ *Applicant Tracking System for recruiters is a very effective hiring solution that most of the successful recruiters utilize.*

## **8. FUTURE SCOPE :**

- ❖ *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*

