

# **PROJECT REPORT TEMPLATE**

## **JOB APPLICATION TRACKING SYSTEM**

### **1. INTRODUCTION**

#### **1.1 Overview**

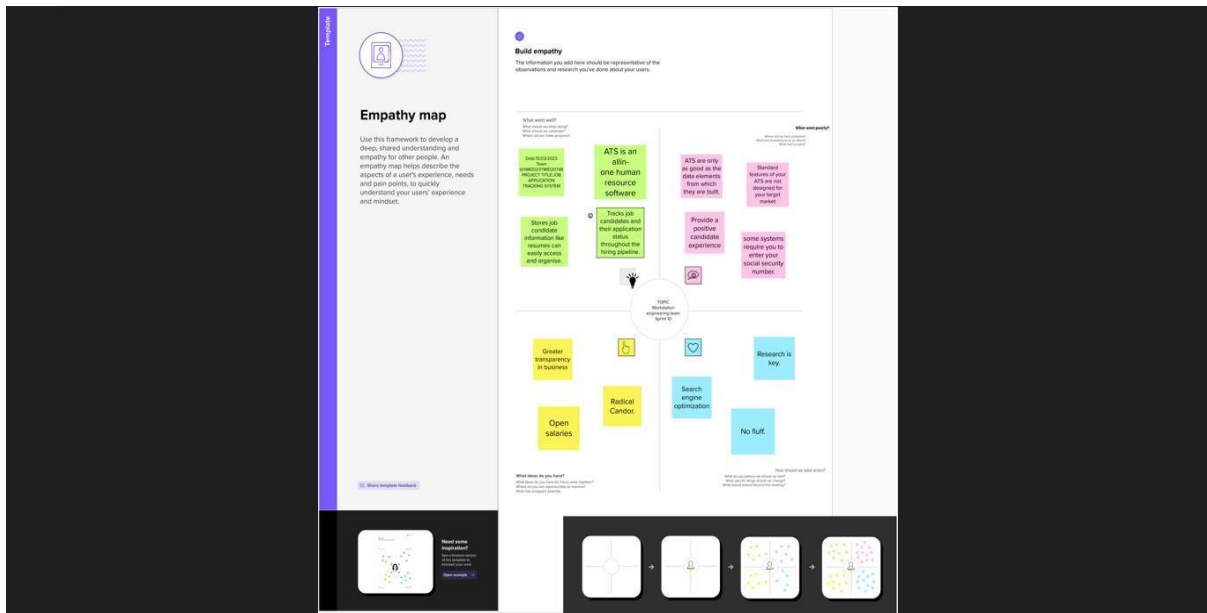
- Stores job candidate information like resumes, cover letters, references, and other recruitment and hiring data that HR teams can easily access and organize.
- Tracks job candidates and their application status throughout the hiring pipeline.
- Weeds out unqualified candidates and recommends the best fit for a position based on the parameters set by HR. Only those on the shortlist are moved to the next stage of the hiring process.
- Automates time-consuming administrative tasks such as manually screening applicants, reading resumes, scheduling interviews, and sending notifications and emails to job candidates and employees.

#### **1.2 PURPOSE**

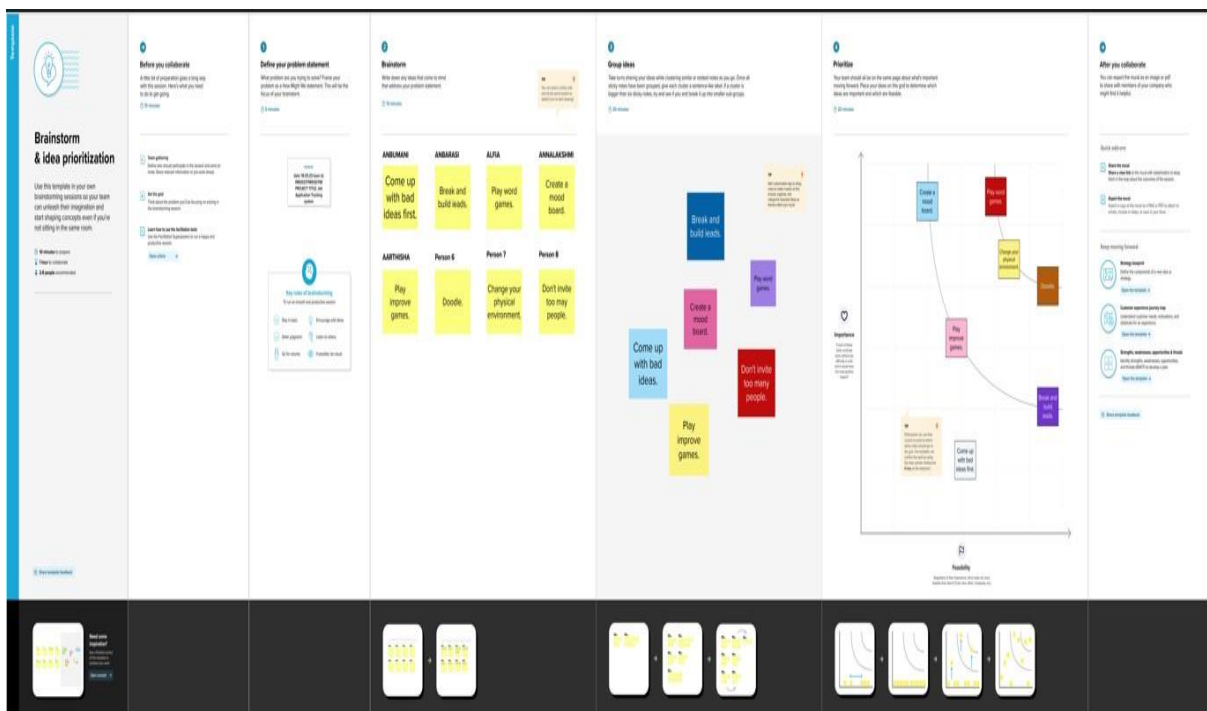
- An ATS creates opportunities to automate manual processes, increase visibility into the hiring cycle for the entire recruiting team, and increase opportunities for communication throughout the candidate journey. 78 %of recruiters using an ATS report that it has improved that it has improved the quality of the candidates they hire.
- One of the most significant ATS benefits is organization; the system ensures that no follow – up email or interview appointment is forgotten and helps create a replicable routine around fulfilling hiring needs.
- Social networks are essential to the recruiting progress, an ATS will be more fully integrated with social media to identify top – end passive and active candidates while also helping organizations build a strong social brand.

## 2. Problem Definition & Design Thinking

### 2.1 Empathy Map



### 2.2 Ideation & Brainstorming Map



## 3. RESULT

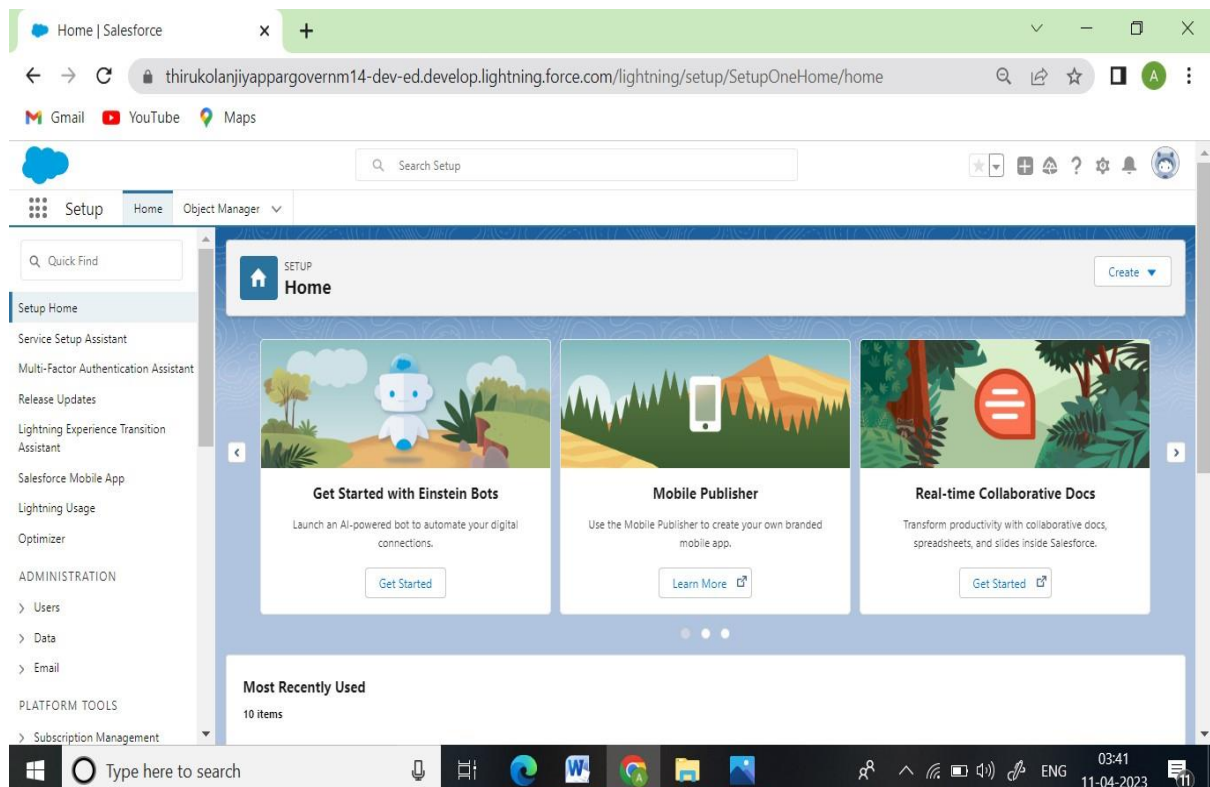
### 3.1 Data Model:

Object name	Fields in the Object	
Obj1	Field label	Data type
	Recruiter	Auto Number
Obj2	Field Label	
	Data type	
	Job	Text
	Candidate	Text
	Job application	Text
	Tab	Text

## 3.2 ACTIVITY & SCREENSHOT

### MILE STONE – 1 SALES FORCE

#### ACTIVITY - 1



## MILE STONE – 2 OBJECT

### ACTIVITY – 1 Recruiter

The screenshot shows the Salesforce Setup interface. 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, Record Types, Related Lookup Filters, and Search Layouts. The main content area is titled 'Edit Custom Field' and 'Recruiter'. It includes a 'Custom Field Definition Edit' section with buttons for 'Change Field Type', 'Save', and 'Cancel'. Below this is the 'Field Information' section, which contains fields for 'Field Label' (Recruiter), 'Field Name' (Recruiter), 'Description', 'Help Text', 'Data Owner' (User), 'Field Usage' (--None--), 'Data Sensitivity Level' (--None--), and 'Compliance Categorization' (Available/Chosen). A 'Required Information' indicator is present. The bottom of the screen shows the Windows taskbar with the search bar and various application icons.

### ACTIVITY – 2 Job

The screenshot shows the Salesforce Setup interface. The left sidebar contains a navigation menu with options: Details (selected), Fields & Relationships, Page Layouts, Lightning Record Pages, Buttons, Links, and Actions, Compact Layouts, Field Sets, Object Limits, Record Types, Related Lookup Filters, and Search Layouts. The main content area is titled 'Edit Custom Object' and 'job'. It includes a 'Custom Object Definition Edit' section with buttons for 'Save', 'Save & New', and 'Cancel'. Below this is the 'Custom Object Information' section, which contains fields for 'Label' (job), 'Plural Label' (jobs), 'Object Name' (job), and 'Description'. It also includes a 'Starts with vowel sound' checkbox and a note about the singular and plural labels. A 'Required Information' indicator is present. The bottom of the screen shows the Windows taskbar with the search bar and various application icons.

# Candidate

Candidate | Salesforce

thirukolanjiyappargovernm14-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/0112w000003H0SX...

Gmail YouTube Maps

Search Setup

Setup Home Object Manager

SETUP > OBJECT MANAGER  
**Candidate**

Details

- Fields & Relationships
- Page Layouts
- Lightning Record Pages
- Buttons, Links, and Actions
- Compact Layouts
- Field Sets
- Object Limits
- Record Types
- Related Lookup Filters
- Search Layouts

Edit Custom Object  
**Candidate**

Custom Object Definition Edit

Save Save & New Cancel

Custom Object Information

The singular and plural labels are used in tabs, page layouts, and reports. Be careful when changing the name or label as it may affect existing integrations and merge templates.

Label **Candidate** Example: Account

Plural Label **Candidates** Example: Accounts

Starts with vowel sound ☐

The Object Name is used when referencing the object via the API.

Object Name **Candidate** Example: Account

Description

Type here to search

03:50 11-04-2023

# Tab

Tab | Salesforce

thirukolanjiyappargovernm14-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/0112w000003H1dD...

Gmail YouTube Maps

Search Setup

Setup Home Object Manager

SETUP > OBJECT MANAGER  
**Tab**

Details

- Fields & Relationships
- Page Layouts
- Lightning Record Pages
- Buttons, Links, and Actions
- Compact Layouts
- Field Sets
- Object Limits
- Record Types
- Related Lookup Filters
- Search Layouts

Edit Custom Object  
**Tab**

Custom Object Definition Edit

Save Save & New Cancel

Custom Object Information

The singular and plural labels are used in tabs, page layouts, and reports. Be careful when changing the name or label as it may affect existing integrations and merge templates.

Label **Tab** Example: Account

Plural Label **Tabs** Example: Accounts

Starts with vowel sound ☐

The Object Name is used when referencing the object via the API.

Object Name **Tab** Example: Account

Description

Type here to search

03:51 11-04-2023

## MILESTONE 3 – FIELDS:

### Activity 1: Create the custom fields

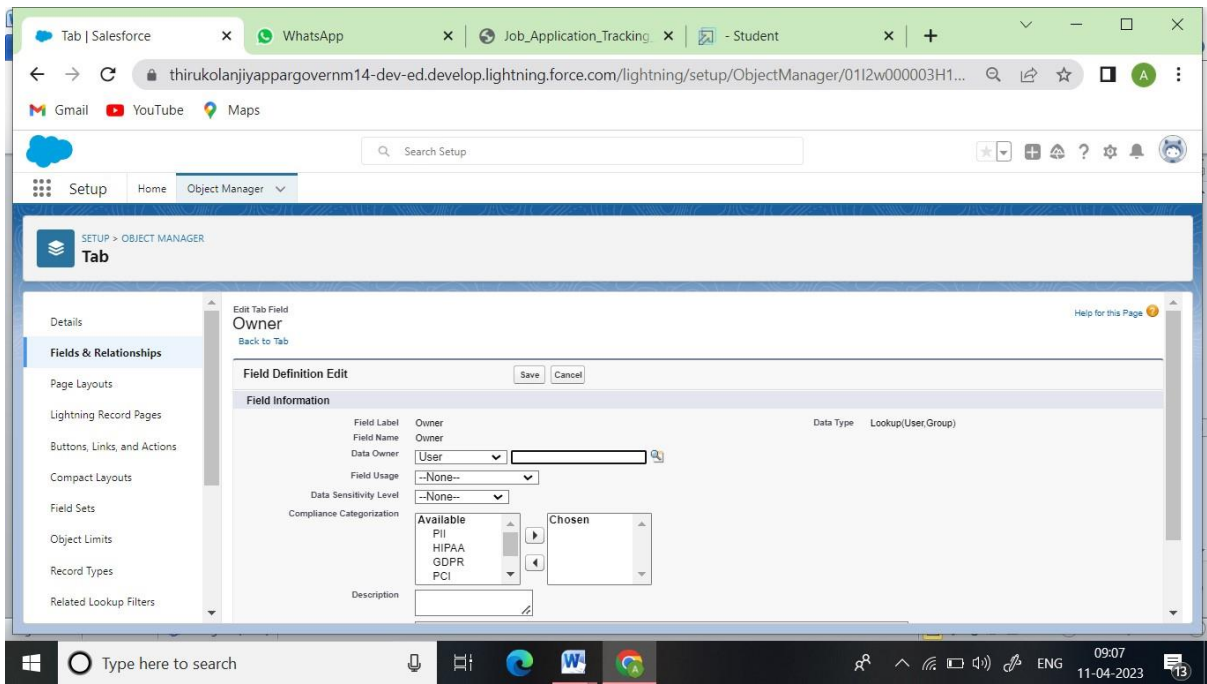
The screenshot shows the Salesforce Setup interface. The left sidebar contains a navigation menu with options: Details, Fields & Relationships (selected), Page Layouts, Lightning Record Pages, Buttons, Links, and Actions, Compact Layouts, Field Sets, Object Limits, Record Types, and Related Lookup Filters. The main content area is titled 'Edit Tab Custom Field' and 'job title'. It includes a 'Custom Field Definition Edit' section with buttons for 'Change Field Type', 'Save', and 'Cancel'. Below this is a 'Field Information' section with the following fields: Field Label (job title), Field Name (job\_title), Description, Help Text, Data Owner (User), Field Usage (--None--), Data Sensitivity Level (--None--), and Compliance Categorization (Available PII). The bottom of the screen shows the Windows taskbar with the search bar and various application icons.

### Activity 2:

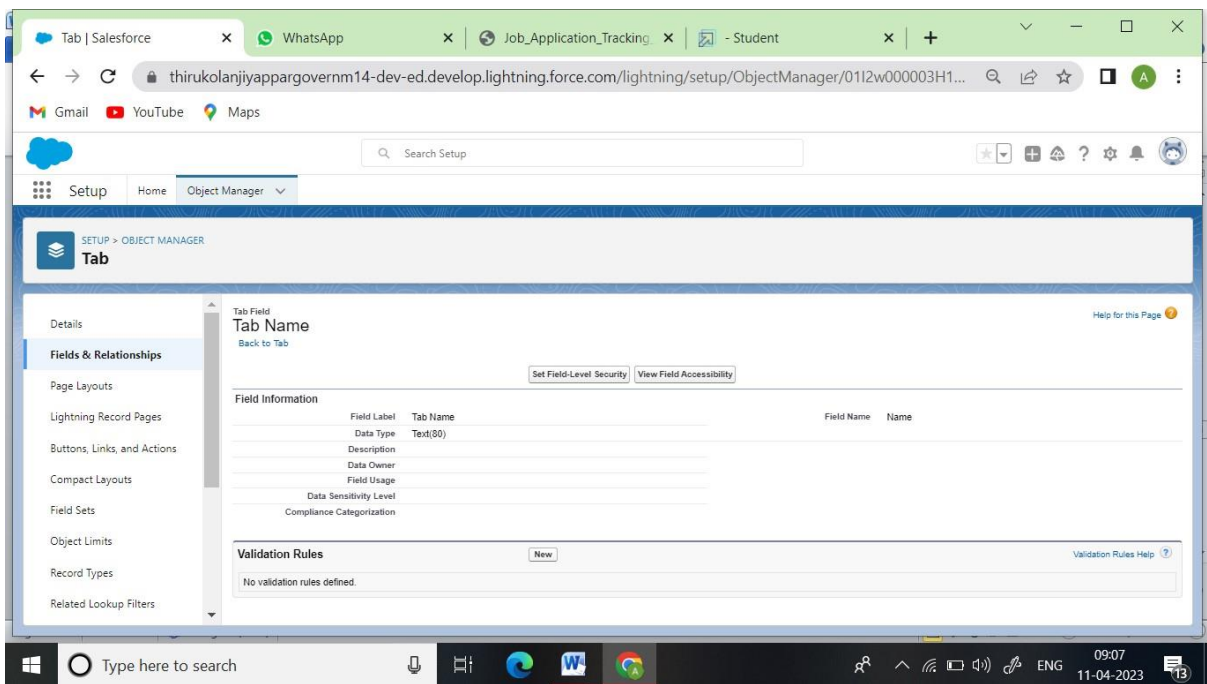
The screenshot shows the Salesforce Setup interface. The left sidebar contains a navigation menu with options: Details, Fields & Relationships (selected), Page Layouts, Lightning Record Pages, Buttons, Links, and Actions, Compact Layouts, Field Sets, Object Limits, Record Types, and Related Lookup Filters. The main content area is titled 'Tab Field' and 'Last Modified By'. It includes a 'Field Information' section with the following fields: Field Label (Last Modified By), Data Type (Lookup(User)), Description, Data Owner, Field Usage, Data Sensitivity Level, and Compliance Categorization. Below this is a 'Validation Rules' section with a 'New' button and the text 'No validation rules defined.' The bottom of the screen shows the Windows taskbar with the search bar and various application icons.

### Activity 3:

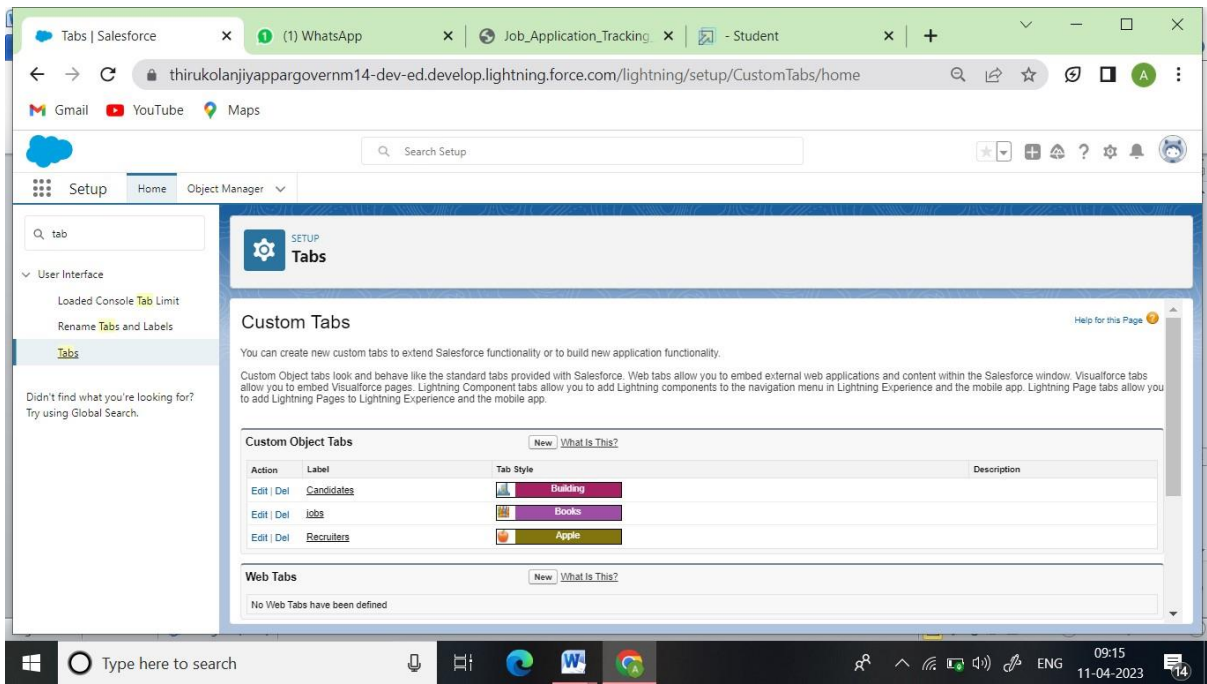




## Activity 4:

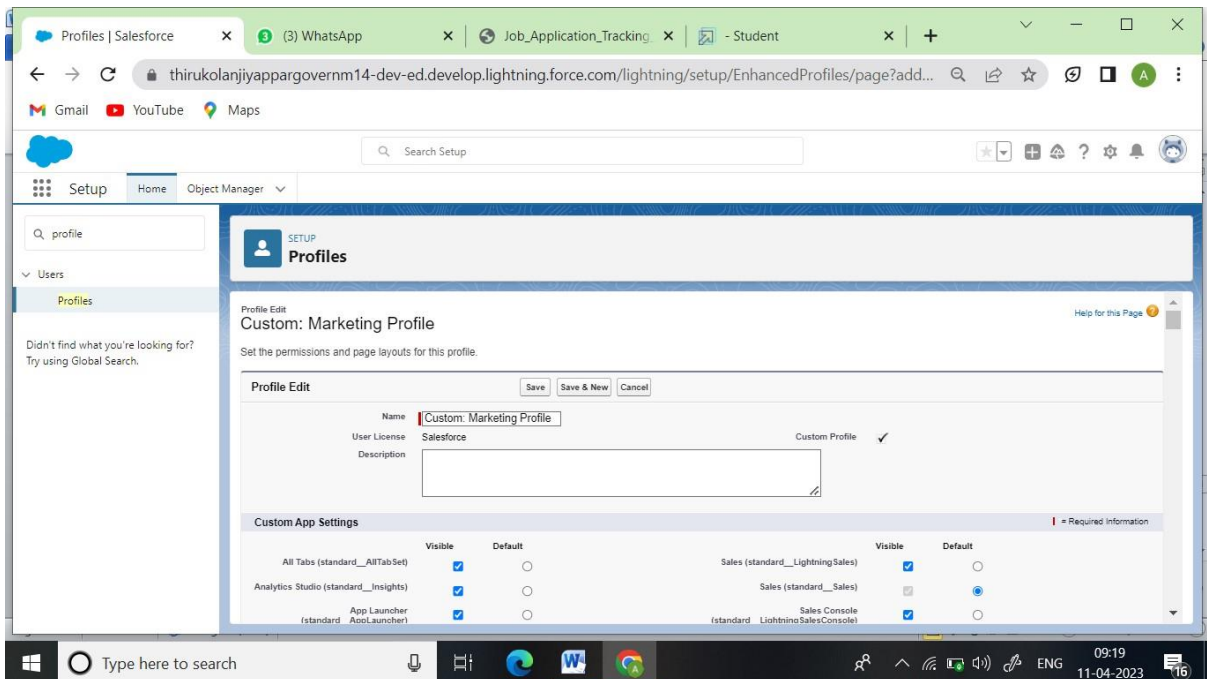


## MILESTONE 4: TAB



## MILESTONE : 5 PROFILE

### Activity - 1





## Activity -2

The screenshot shows the Salesforce Setup interface for editing a profile. The browser tabs include 'Profiles | Salesforce', '(3) WhatsApp', 'Job\_Application\_Tracking', and '- Student'. The URL is 'thirukolanjiyappargovernm14-dev-ed.develop.lightning.force.com/lightning/setup/EnhancedProfiles/page?add...'. The left sidebar shows 'Setup' > 'Profiles'. The main content area is titled 'Profile Edit: Custom: Sales Profile' and includes a 'Set the permissions and page layouts for this profile.' instruction. The 'Profile Edit' section has fields for Name ('Custom: Sales Profile'), User License ('Salesforce'), and Description. The 'Custom App Settings' table below lists various app settings with 'Visible' and 'Default' checkboxes.

Visible		Default	
All Tabs (standard__AllTabSet)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Analytics Studio (standard__Insights)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
App Launcher (standard__AppLauncher)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sales (standard__LightningSales)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sales (standard__Sales)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Sales Console (standard__LightningSalesConsole)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

The screenshot shows the Salesforce Setup interface for editing a profile. The browser tabs include 'Profiles | Salesforce', '(3) WhatsApp', 'Job\_Application\_Tracking', and '- Student'. The URL is 'thirukolanjiyappargovernm14-dev-ed.develop.lightning.force.com/lightning/setup/EnhancedProfiles/page?add...'. The left sidebar shows 'Setup' > 'Profiles'. The main content area is titled 'Profile Edit: Custom: Support Profile' and includes a 'Set the permissions and page layouts for this profile.' instruction. The 'Profile Edit' section has fields for Name ('Custom: Support Profile'), User License ('Salesforce'), and Description. The 'Custom App Settings' table below lists various app settings with 'Visible' and 'Default' checkboxes.

Visible		Default	
All Tabs (standard__AllTabSet)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Analytics Studio (standard__Insights)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
App Launcher (standard__AppLauncher)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sales (standard__LightningSales)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sales (standard__Sales)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Sales Console (standard__LightningSalesConsole)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

## MILESTONE – 6 USER

### Activity - 1

The screenshot shows the Salesforce Setup interface with the 'Users' section selected in the left sidebar. The main content area displays the 'User Edit' form for a user named 'HR Manager'. The form includes fields for First Name, Last Name, Alias, Email, Username, Nickname, Title, Company, Department, and Division. The Role is set to '<None Specified>' 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, while others are unchecked. The bottom of the screen shows the Windows taskbar with the search bar and various application icons.

### Activity – 2

The screenshot shows the Salesforce Setup interface with the 'Users' section selected in the left sidebar. The main content area displays the 'User Edit' form for a user named 'Ganesh Gelli'. The form includes fields for First Name, Last Name, Alias, Email, Username, Nickname, Title, Company, Department, and Division. The Role is set to '<None Specified>' 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, while others are unchecked. The bottom of the screen shows the Windows taskbar with the search bar and various application icons.

## MILESTONE – 7 SHARING RULES

### Activity - 1

The screenshot shows the Salesforce 'Sharing Settings' page for a 'Candidate' rule. The page is titled 'Candidate Sharing Rule' and includes instructions on how to use sharing rules. The 'Label' and 'Rule Name' fields are both set to 'candidate'. The 'Description' field is empty. Below the form, there is a section titled 'Step 1: Select your rule type' which contains a table with columns for 'Criteria', 'Field', 'Operator', 'Value', and 'AND/OR'. The table has five rows, all of which are currently empty except for the first row which has 'Candidate Name' in the 'Field' column, 'equals' in the 'Operator' column, and 'true' in the 'Value' column. The 'AND/OR' column for the first row is 'AND'. The page also features a search bar at the top and a sidebar on the left with navigation links for 'Setup', 'Home', and 'Object Manager'.

Criteria	Field	Operator	Value	AND/OR
	Candidate Name	equals	true	AND
	--None--	--None--		AND
	--None--	--None--		AND
	--None--	--None--		AND
	--None--	--None--		AND

### Activity – 2

The screenshot shows the Salesforce 'Sharing Settings' page for a 'Job Application' rule. The page is titled 'Job Application Sharing Rule' and includes instructions on how to use sharing rules. The 'Label' and 'Rule Name' fields are both set to 'Hr Manager'. The 'Description' field is empty. Below the form, there is a section titled 'Step 1: Select your rule type' which contains a table with columns for 'Criteria', 'Field', 'Operator', 'Value', and 'AND/OR'. The table has five rows, all of which are currently empty except for the first row which has 'Job Application Name' in the 'Field' column, 'equals' in the 'Operator' column, and 'true' in the 'Value' column. The 'AND/OR' column for the first row is 'AND'. The page also features a search bar at the top and a sidebar on the left with navigation links for 'Setup', 'Home', and 'Object Manager'.

Criteria	Field	Operator	Value	AND/OR
	Job Application Name	equals	true	AND
	--None--	--None--		AND
	--None--	--None--		AND
	--None--	--None--		AND
	--None--	--None--		AND

## MILESTONE – 8 REPORTS

### Activity – 1

The screenshot shows the Salesforce Lightning Reports interface. The browser address bar displays the URL: `thirukolanjiyappargovernm14-dev-ed.develop.lightning.force.com/lightning/r/Report/00O2w00000CsF1eEAF/view?qu...`. The page title is "Report: Accounts" with a sub-header "Label Name". The report shows 13 total records. The table displays columns for "Rating", "Billing City", and "Subtotal" for various accounts. The "Rating" column has checkboxes for "Hot", "Warm", and "Cold". The "Billing City" column has a dropdown menu. The "Subtotal" column shows the count of records for each rating. The table is filtered by "Rating" and "Billing City". The "Rating" column has checkboxes for "Hot", "Warm", and "Cold". The "Billing City" column has a dropdown menu. The "Subtotal" column shows the count of records for each rating.

Rating	Billing City	Subtotal
Hot	Burlington	0
Hot	Lawrence	1
Hot	Austin	0
Hot	Portland	0
Hot	Mountain View	0
Hot	Chicago	0
Hot	Paris	1
Hot	-	1
Warm	Burlington	1
Warm	Lawrence	0
Warm	Austin	0
Warm	Portland	0
Warm	Mountain View	0
Warm	Chicago	1
Warm	Paris	1
Warm	-	0
Cold	Burlington	0
Cold	Lawrence	0
Cold	Austin	0
Cold	Portland	1
Cold	Mountain View	1
Cold	Chicago	0
Cold	Paris	0
Cold	-	0
Total	Record Count	1

### Activity – 2 Job

The screenshot shows the Salesforce Lightning Reports interface. The browser address bar displays the URL: `thirukolanjiyappargovernm14-dev-ed.develop.lightning.force.com/lightning/r/Report/00O2w00000CsMHZEA3/edit?qu...`. The page title is "Report: Jobs" with a sub-header "New jobs Report". The report shows 0 total records. The table displays columns for "job: ID", "job: job Name", and "Total". The "job: ID" column has a dropdown menu. The "job: job Name" column has a dropdown menu. The "Total" column shows the count of records for each job. The table is filtered by "job: ID" and "job: job Name". The "job: ID" column has a dropdown menu. The "job: job Name" column has a dropdown menu. The "Total" column shows the count of records for each job.

job: ID	job: job Name	Total
		0

## Candidate

The screenshot displays the Salesforce Lightning Report Builder interface for a report titled "New Candidates Report". The report is currently in preview mode, showing "No records returned. Try editing report filters." The report filters are set to "Candidate: ID" and "Candidate: Candidate Name". The report columns are "Candidate: ID", "Candidate: Candidate Name", and "Total". The report is grouped by "Candidate: ID". The report is currently in preview mode, showing "No records returned. Try editing report filters." The report filters are set to "Candidate: ID" and "Candidate: Candidate Name". The report columns are "Candidate: ID", "Candidate: Candidate Name", and "Total". The report is grouped by "Candidate: ID".

## Job Application

The screenshot displays the Salesforce Lightning Report Builder interface for a report titled "New Job Applications Report". The report is currently in preview mode, showing "No records returned. Try editing report filters." The report filters are set to "Job Application: ID" and "Job Application: Job Application Name". The report columns are "Job Application: ID", "Job Application: Job Application Name", and "Total". The report is grouped by "Job Application: ID". The report is currently in preview mode, showing "No records returned. Try editing report filters." The report filters are set to "Job Application: ID" and "Job Application: Job Application Name". The report columns are "Job Application: ID", "Job Application: Job Application Name", and "Total". The report is grouped by "Job Application: ID".

#### **4. Trailhead Profile Public URL**

**Team Lead: R.DHARANI**

<https://trailblazer.me/id/draganathan>

**Team Member 1: A.CHINNADURAI**

<https://trailblazer.me/id/cchinna33>

**Team Member 2: P.DINESH**

<https://trailblazer.me/id/din172>

**Team Member 3: D.DHATCHANAMOORTHY**

<https://trailblazer.me/id/dmoorthy13>

**Team Member 4: M.ELAKKIYA**

<https://trailblazer.me/id/emaha37>

#### **5. ADVANTAGES & DISADVANTAGE**

##### **5.1. ADVANTAGES**

1. Time and cost-saving: ATS can significantly reduce the time and cost associated with recruiting.
2. Improved candidate experience: With an ATS, candidates can apply online, receive immediate acknowledgment, and track their application's progress.
3. Streamlined recruiting: An ATS helps recruiters manage the recruiting process more efficiently, reducing the administrative burden of tracking candidates, scheduling interviews, and managing communications.
4. Data-driven decisions: With an ATS, recruiters can access recruitment metrics and reports, enabling them to make data-driven decisions and optimize the recruitment process.



## **5.2. DIS ADVANTAGE**

1. Keyword-based screening
2. Reduced personalization
3. Technical issues
4. Incompatibility with some candidates

## **6. APPLICATIONS**

- 1) Job Posting: The ability to create and post job openings to multiple job boards and social media platforms.
- 2) Resume Parsing: The ability to extract relevant information from resumes and store it in a database.
- 3) Candidate Management: The ability to manage candidate information and track their progress through the recruitment process.
- 4) Communication Management: The ability to communicate with candidates and schedule interviews.
- 5) Reporting and Analytics: The ability to generate reports and analytics on recruitment metrics such as time-to-hire, cost-per-hire, and source of hire.
- 6) Compliance: The ability to comply with various laws and regulations related to hiring practices, such as the Equal Employment Opportunity Commission (EEOC) guidelines.

## **7. CONCLUSION**

In conclusion, ATS (Applicant Tracking System) applications are software tools that automate many of the manual tasks involved in recruiting.

The future scope of ATS looks promising, with advancements in AI and machine learning, candidate relationship management, integrated recruiting, mobile optimization, and data security.

Overall, ATS applications are an essential tool for recruiters and organizations that want to improve their recruitment process's efficiency and effectiveness. Recruiters need to understand both the advantages and limitations of ATS

applications to make informed decisions about whether they are suitable for their recruitment needs.

## **8. FUTURE SCOPE**

- **AI and Machine Learning:** ATS will increasingly use AI and machine learning to improve resume screening, candidate matching, and decision-making. These technologies will help recruiters identify the most qualified candidates, predict the likelihood of a candidate accepting an offer, and analyse candidate data to optimize recruitment strategies.
- **Candidate Relationship Management:** ATS applications will evolve to focus more on candidate relationship management, providing recruiters with tools to engage candidates and build long-term relationships with them.
- **Integrated Recruiting:** ATS will integrate with other recruitment tools and platforms, such as video interviewing, candidate assessment, and onboarding systems, to provide a comprehensive recruitment solution.
- **Mobile Optimization:** With the rise of mobile technology, ATS applications will become more mobile-friendly, allowing candidates to apply and communicate with recruiters using their mobile devices.
- **Data Security:** With increasing concerns around data privacy and security, ATS will need to focus on data security and compliance, ensuring that candidate data is protected and meets regulatory requirements.

**Overall, the future of ATS applications looks promising, with advancements in AI and machine learning, candidate relationship management, integrated recruiting, mobile optimization, and data security. As the recruitment industry continues to evolve, ATS applications will play a critical role in helping recruiters attract and retain the best talent**