

SFC-MOD4-ASSIGNMENT-1

Problem Statement:

Having the knowledge to deal with data efficiently is part of what makes an admin awesome. Sam wants you to add and update records as he is collecting data on new accounts, leads, opportunities, and more. The faster you get it done, the faster he can make sales. When you're talking about more than a few records, entering or updating them one by one just doesn't cut it. The process is slow and allows room for errors. You have to use tools that allow you to upload and update many records at a time, getting the job done quickly and with less effort than doing it manually.

Tasks To Be Performed:

1. Prepare a file to import.

a. Launch Data Import Wizard

The screenshot displays the 'Bulk Data Load Jobs' page in Salesforce. The page title is 'Bulk Data Load Jobs' with a 'SETUP' icon. Below the title, it shows the job ID '7505g00000NqKCK' and a link to 'View the details of a bulk data load job'. A 'Back to List: Bulk Data Load Jobs' link is also present. The main section is titled 'Bulk Data Load Job Detail' and contains a table with job statistics. The table has columns for Job ID, Job Type, Bulk V1, Status, and Closed. The data rows show various metrics such as Submitted By, Start Time, End Time, Time to Complete, Object, External ID Field, Content Type, Concurrency Mode, API Version, Queued Batches, In Progress Batches, Completed Batches, Failed Batches, Progress, Records Processed, Records Failed, and Retries. The table is scrollable and includes 'Reload' buttons at the top and bottom.

Job ID	Job Type	Bulk V1	Status	Closed
7505g00000NqKCK	Operation	Insert	Total Processing Time (ms)	93
Submitted By	SDR		API Active Processing Time (ms)	47
Start Time	11/3/2023, 4:17 PM IST	Queued Batches	0	
End Time	11/3/2023, 4:17 PM IST	In Progress Batches	0	Apex Processing Time (ms)
Time to Complete ([hh]:mm:ss)	00:01	Completed Batches	1	
Object	New Course	Failed Batches	0	
External ID Field		Progress	100%	
Content Type	CSV	Records Processed	2	
Concurrency Mode	Parallel	Records Failed	0	
API Version	59.0	Retries	0	

2. Use Data Loader to export data.

- Use Data Loader to update the records you have exported in the previous step, filling in site information for the companies on the list to allow the sales team to identify those firms by their regions.

Salesforce Data Loader 59.0.0 - abcdef-b-dev-ed.develop.my.salesforce.com

File Settings View Help

Export

Step 2: Select Data Objects

Query request size: 500
Current API usage for the org: 1
API Limit for the org: 15,000

Select Salesforce object:

☒ Show all Salesforce objects

new

History: New Course (New_Course__History)
New Course (New_Course__c)

Choose a target for extraction: C:\Users\Reshma\Desktop\sr\sr.csv Browse...

< Back Next > Finish Cancel

Marketing Home Chatter Campaigns Leads Contacts Opportunities Reports Dashboards New Courses Users Wallets

New Course C-04

New Contact Edit New Opportunity

Related Details

New Course Name
C-04

Owner
SD R

Course Name
Python

Currency
INR - Indian Rupee

Created By
SD R, 11/3/2023, 4:17 PM

Last Modified By
SD R, 11/3/2023, 4:17 PM

Activity

Filters: All time All activities All types

Refresh Expand All View All

Upcoming & Overdue

No activities to show.
Get started by sending an email, scheduling a task, and more.

No past activity. Past meetings and tasks marked as done show up here.

3. Use Data Export Services of Salesforce to export your organizations' data.

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Administrator

- Release Updates
- Manage Users
- Manage Apps
- Manage Territories
- Company Profile

Monthly Export Service

Data Export lets you prepare a copy of all your data in salesforce.com. From this page you can start the export process manually or schedule it to run automatically. When an export is ready for download you will receive an email containing a link that allows you to download the file(s). The export files are also available on this page for 48 hours, after which time they are deleted.

Next scheduled export:
None

[Export Now](#)
[Schedule Export](#)

Scheduled By	SD R
Schedule Date	11/3/2023
Export File Encoding	ISO-8859-1 (General US & Western European, ISO-LATIN-1)

Action	File Name	File Size
download	WE_00D5g00000Kh8MBEAZ_1.ZIP	188.8K