

SALESFORCE

Workforce Administration Solution using Salesforce

Objective

The Workforce Administration Solution is a comprehensive software platform designed to enhance organizational efficiency by streamlining employee and asset management processes. It acts as a centralized system that integrates key functions such as employee project allocation, performance tracking, and asset assignment.

Salesforce

Salesforce is your customer success platform, designed to help you sell, service, market, analyze, and connect with your customers. Salesforce has everything you need to run your business from anywhere. Using standard products and features, you can manage relationships with prospects and customers, collaborate and engage with employees and partners, and store your data securely in the cloud.

Activity 1: Creating Developer Account :

1. Go to <https://developer.salesforce.com/signup>
2. On the sign up form, enter valid details.
3. Click on Sign Me Up.
4. Go to your email inbox, verify account, and set password/security question.
5. You will be redirected to Salesforce setup page.

Objects

1. From the setup page --> Click on Object Manager --> Click on Create --> Click on Custom

Object.

← → ↻ orgfarm-873390da30-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/new ☆ 📄 ? ⚙️ 🔔 👤

Setup Home Object Manager

SETUP
New Custom Object

New Custom Object Help for this Page

Permissions for this object are disabled for all profiles by default. You can enable object permissions in permission sets or by editing custom profiles. [Tell me more!](#) [Don't show this message again](#)

Custom Object Definition Edit Save Save & New Cancel

Custom Object Information ⓘ Required Information

The singular and plural labels are used in tabs, page layouts, and reports.

Label Example: Account

Plural Label Example: Accounts

Starts with vowel sound ☐

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

Object Name Example: Account

Description

- 1) Enter the label name: Employee
- 2) Plural label name: Employees
- 3) Enter Record Name Label and Format
 1. Record Name : Employee ID
 2. Data Type : Auto Number
 3. Display Format : EMS-{0000}
 4. Starting Number : 1
 5. Click on Allow reports
 6. Allow search --> Save.

- 4) Create 3 more objects with label names as ProjectTask, Asset, Asset Service.

Note: use "Text" as a data type and label Record Name as "Project Task Name". a. These are the objects we have created in our project.

Tabs

1. Tabs are user interfaces to build/view object records.
Types: Custom tabs, Web tabs, Visualforce tabs, Lightning component tabs, Lightning

page tabs.

2. Go to setup page --> type Tabs in Quick Find bar --> click on tabs --> New (under custom object tab) 2. Select Object(Employee) --> Select any tab style --> Next (Add to profiles page) keep it as default --> Next (Add to Custom App) keep it as default --> Save.
3. Creating tabs for the remaining objects Project, ProjectTask, Asset, AssetService, Leaves.

Lightning App

Lightning app bundles objects, tabs, and items in one navigation bar.

Steps:

1. Setup → App Manager → New Lightning App.
2. Fill details (Name: Workforce Administrator Solution).
3. Add Navigation Items (Employee, Projects, Assets, etc.).

orgfarm-873390da30-dev-ed.develop.lightning.force.com/lightning/setup/NavigationMenus/home

Search Setup

Setup Home Object Manager

app manager

Apps

App Manager

External Client Apps

External Client App Manager

Didn't find what you're looking for? Try using Global Search.

Lightning Experience App Manager

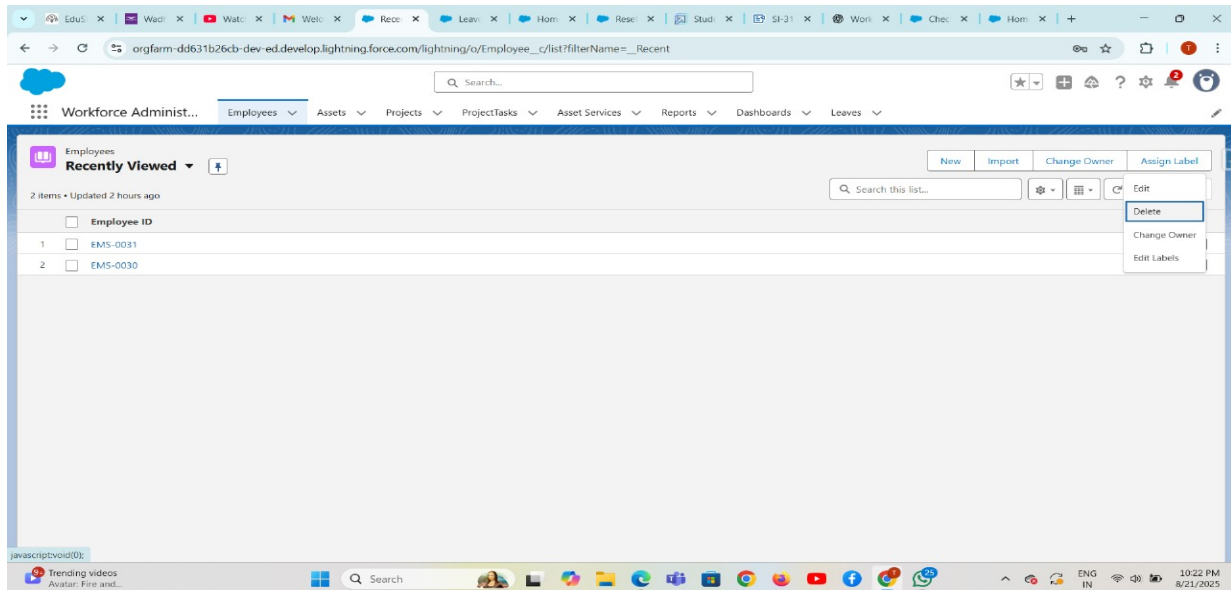
New Lightning App New External Client App

28 items • Sorted by App Name • Filtered by All appmenuitems - TabSet Type, App Type

	App Na...	Develo...	Description	Last Modifie...	App...	Vi...
1	All Tabs	AllTabSet		8/1/2025, 3:57 AM	Classic	
2	Analytics Studio	Insights	Build CRM Analytics dashboards and apps	8/1/2025, 3:57 AM	Classic	✓
3	App Launcher	AppLauncher	App Launcher tabs	8/1/2025, 3:57 AM	Classic	✓
4	Approvals	Approvals	Manage approvals and approval flows	8/1/2025, 3:57 AM	Lightning	✓
5	Automation	FlowsApp	Automate business processes and repetitive tasks.	8/1/2025, 4:05 AM	Lightning	✓
6	Bolt Solutions	LightningBolt	Discover and manage business solutions designed for your industry.	8/1/2025, 3:57 AM	Lightning	✓
7	Community	Community	Salesforce CRM Communities	8/1/2025, 3:57 AM	Classic	✓
8	Content	Content	Salesforce CRM Content	8/1/2025, 3:57 AM	Classic	✓
9	Data Cloud	Audience360	Build a thorough and complete understanding of your customers.	8/1/2025, 3:57 AM	Lightning	✓

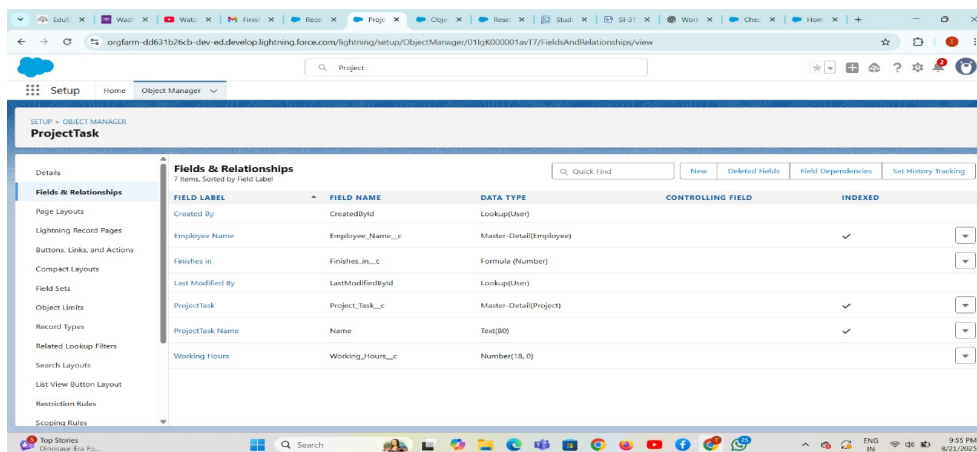
https://orgfarm-873390da30-dev-ed.develop.lightning.force.com/lightning/setup/NavigationMenus/home

4. Assign User Profiles (System Administrator).
5. Save & Finish.



Fields & Relationships

1. Fields store data. Types: Standard, Custom.
2. Relationships link objects (Lookup, Master-Detail, Many-to-Many, Hierarchical).
3. Process: Setup → Object Manager → Object → Fields & Relationships → New → Choose Data type → Fill details → Save.



1. Fields and relationships of ProjectTask

The screenshot shows the Salesforce Setup interface for the 'Employee' object. The 'Fields & Relationships' section is active, displaying a list of 27 fields sorted by Field Label. The fields are as follows:

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Address	Address__c	Text Area(255)		
Age	Age__c	Formula (Number)		
Asset	Asset__c	Lookup(Asset)		✓
Cab Allowance	Cab_Allowance__c	Checkbox		
Cab Allowance Amount	Cab_Allowance_Amount__c	Currency(18, 0)		
Created By	CreatedById	Lookup(User)		
Date of Birth	Date_of_Birth__c	Date		
Email	Email__c	Email		
Employee ID	Name	Auto Number		✓

The interface includes a left sidebar with navigation options like Details, Fields & Relationships, Page Layouts, and Lightning Record Pages. The top navigation bar shows 'Setup' and 'Object Manager'. The bottom status bar indicates the system time as 9:47 PM on 8/21/2025.

Screenshot of the Salesforce Setup page for the Employee object. The page shows the 'Fields & Relationships' section with 27 items. The table lists fields and their data types:

Field Label	Field Name	Data Type	Controlling Field	Indexed
Employee ID	Name	Auto Number		✓
Employee Name	Employee_Name__c	Text(18)		
Experience	Experience__c	Long Text Area(32768)		
Food Allowance Amount	Food_Allowance_Amount__c	Currency(18, 0)		
Food Allowances	Food_Allowances__c	Checkbox		
Gender	Gender__c	Picklist		
Joining date	Joining_date__c	Date		
Last Modified By	LastModifiedById	Lookup(User)		
LinkedIn Profile	LinkedIn_Profile__c	URL(255)		
Login Time	Login_Time__c	Time		

2. Fields and relationships of Employee

Screenshot of the Salesforce Setup page for the Asset Service object. The page shows the 'Fields & Relationships' section with 9 items. The table lists fields and their data types:

Field Label	Field Name	Data Type	Controlling Field	Indexed
Asset Id	Asset_Id__c	Lookup(Asset)		✓
Asset Service	Asset_Service__c	Picklist		
Created By	CreatedById	Lookup(User)		
Description	Description__c	Long Text Area(32768)		
Last Modified By	LastModifiedById	Lookup(User)		
Owner	OwnerId	Lookup(User,Group)		✓
Project Task Name	Name	Text(80)		✓
Subject	Subject__c	Text Area(255)		
Technician	Technician__c	Text(50)		

3. Fields and relationships of Asset Service

Setup Home Object Manager Project

SETUP > OBJECT MANAGER

Project

Details

Fields & Relationships
9 Items, Sorted by Field Label

Q Quick Find New Deleted Fields Field Dependencies Set History Tracking

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Created By	CreatedById	Lookup(User)		
End Date	End_Date__c	Date		
Last Modified By	LastModifiedById	Lookup(User)		
Owner	OwnerId	Lookup(User,Group)		✓
Project ID	Name	Auto Number		✓
Project Lead	Project_Lead__c	Text(50)		
Project Name	Project_Name__c	Text(50)		
Project Status	Project_Status__c	Picklist		
Start Date	Start_Date__c	Date		

Trending videos Avatar Fire and...

9:54 PM 8/21/2025

4. Fields and relationships of Project

Setup Home Object Manager Leave

SETUP > OBJECT MANAGER

Leave

Details

Fields & Relationships
9 Items, Sorted by Field Label

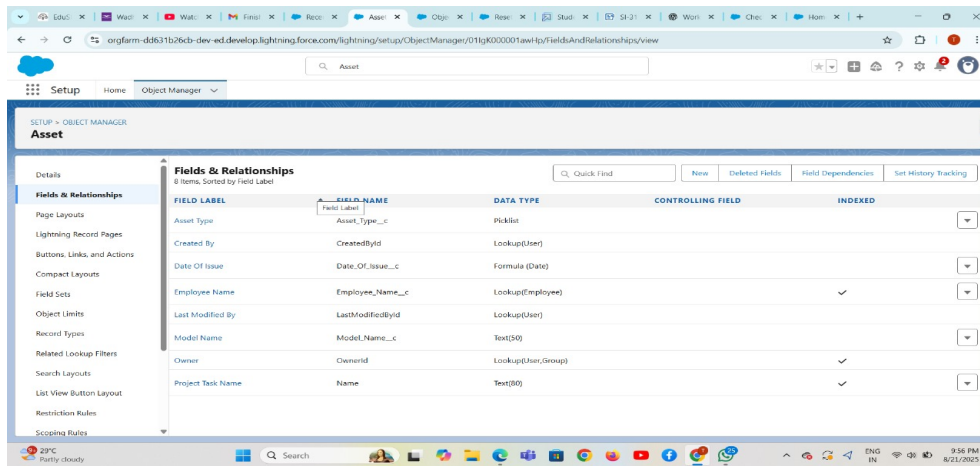
Q Quick Find New Deleted Fields Field Dependencies Set History Tracking

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Created By	CreatedById	Lookup(User)		
Description	Description__c	Rich Text Area(32768)		
Employee Name	Employee_Name__c	Lookup(Employee)		✓
Last Modified By	LastModifiedById	Lookup(User)		
Leave Name	Name	Text(80)		✓
No. of Days	No_of_Days__c	Number(18, 0)		
Owner	OwnerId	Lookup(User,Group)		✓
Status	Status__c	Picklist		
Subject	Subject__c	Text(50)		

USD/INR +0.35%

9:57 PM 8/21/2025

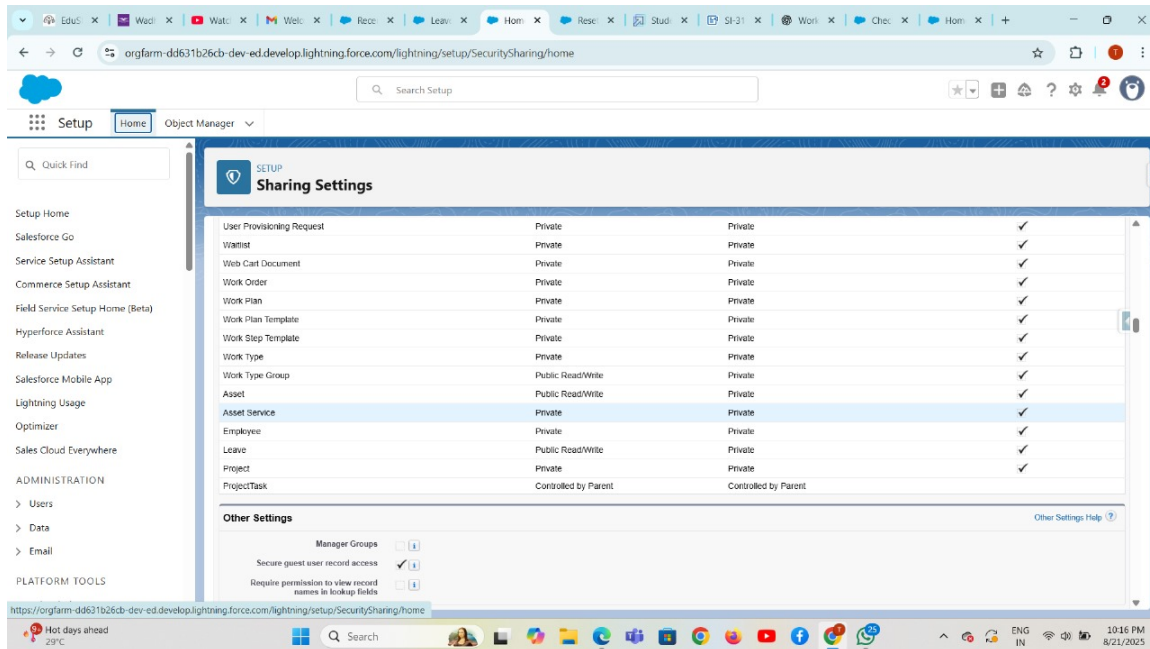
5. Fields and relationships of Leave



6. Fields and relationships of Asset

OWD Settings

1. Organization-Wide Defaults define access rules.
2. Steps: Setup → Sharing Settings → Edit → Change objects (Employee, Project, AssetService) → Set access to Private → Grant access using hierarchies → Save.



User Adoption

1. User tasks: Create/Edit Users, Reset Passwords, Grant Permissions, Configure Data Access.
2. Example: Creating an Employee record via App Launcher → Employee Tab → New → Save.

← → ↻ orgfarm-8f98dfb8cb-dev-ed.develop.lightning.force.com/lightning/o/Employee_c/list?filterName=All ☆ 📄 📌 ? ⚙️ 🔔 👤

Workforce Administ... Employees ▾ Projects ▾ ProjectTasks ▾ Assets ▾ Asset Services ▾ Reports ▾ Dashboards ▾

Employees
All ▾ 🔍

New Import Change Owner Printable View Assign Label

14 Items • Sorted by Employee Id • Updated a few seconds ago 🔍 Search this list... ⚙️ 📄 🔄 ✎ 🗑️ ▾

<input type="checkbox"/>	Employee Id ↑	
1	<input type="checkbox"/> EMS-0002	▾
2	<input type="checkbox"/> EMS-0003	▾
3	<input type="checkbox"/> EMS-0004	▾
4	<input type="checkbox"/> EMS-0005	▾
5	<input type="checkbox"/> EMS-0006	▾
6	<input type="checkbox"/> EMS-0007	▾
7	<input type="checkbox"/> EMS-0008	▾
8	<input type="checkbox"/> EMS-0009	▾
9	<input type="checkbox"/> EMS-0010	▾
10	<input type="checkbox"/> EMS-0011	▾
11	<input type="checkbox"/> EMS-0012	▾
12	<input type="checkbox"/> EMS-0013	▾
13	<input type="checkbox"/> EMS-0014	▾
14	<input type="checkbox"/> EMS-0015	▾

Import Data

1. Data Import Wizard allows external data upload.
2. Steps: Setup → Data Import Wizard → Launch → Choose Object → Upload CSV → Map Fields → Start Import → Verify.
3. After importing we must get record failed as 0.

SETUP Bulk Data Load Jobs

Job ID	750gl.000008MSH4	Job Type	Bulk V1	Status	Closed
Submitted By	Koratala Swathi Mythrayee	Operation	Insert	Total Processing Time (ms)	82
Start Time	8/20/2025, 12:12 AM PST	Queued Batches	0	API Active Processing Time (ms)	48
End Time	8/20/2025, 12:12 AM PST	In Progress Batches	0	Apex Processing Time (ms)	0
Time to Complete (hh:mm:ss)	00:01	Completed Batches	1		
Object	Employee	Failed Batches	0		
External ID Field		Progress	100%		
Content Type	CSV	Records Processed	14		
Concurrency Mode	Parallel	Records Failed	0		
API Version	64.0	Retries	0		

[Reload](#)

Batches

View Request	View Result	Batch ID	Start Time	End Time	Total Processing Time (ms)	API Active Processing Time (ms)	Apex Processing Time (ms)	Records Processed	Records Failed	Retry Count	State Message	Status
View Request	View Result	751gl.000009MESG	8/20/2025, 12:12 AM	8/20/2025, 12:12 AM	82	48	0	14	0	0		Completed

Profiles

1. Profiles define permissions (Object, Field, Tab, App, etc.).
2. Steps: Setup → Profiles → Clone Standard Profile → Name → Edit → Assign Object Permissions → Save.
3. The profiles for this project are HR ,Manager ,On-Site Employee

SETUP Profiles

Profiles

[All Profiles](#) | [Edit](#) | [Delete](#) | [Create New View](#)

Action	Profile Name	User License	Custom
<input type="checkbox"/> Edit Delete	Manager	Salesforce Platform	<input checked="" type="checkbox"/>
<input type="checkbox"/> Edit Clone	Marketing User	Salesforce	<input type="checkbox"/>
<input type="checkbox"/> Edit Clone	Minimum Access - API Only Integrations	Salesforce Integration	<input type="checkbox"/>
<input type="checkbox"/> Edit Clone	Minimum Access - Salesforce	Salesforce	<input type="checkbox"/>

Search Setup

Setup Home Object Manager

Q pro

Hyperforce Assistant

Users

Profiles

Data

Mass Transfer Approval Requests

Feature Settings

Approval Settings

Data.com

Prospect Preferences

Prospect Users

Functions

Marketing

Lead Processes

Sales

Products

Asset Settings

Product Schedules

SETUP Profiles

Profiles

All Profiles Edit Delete Create New View

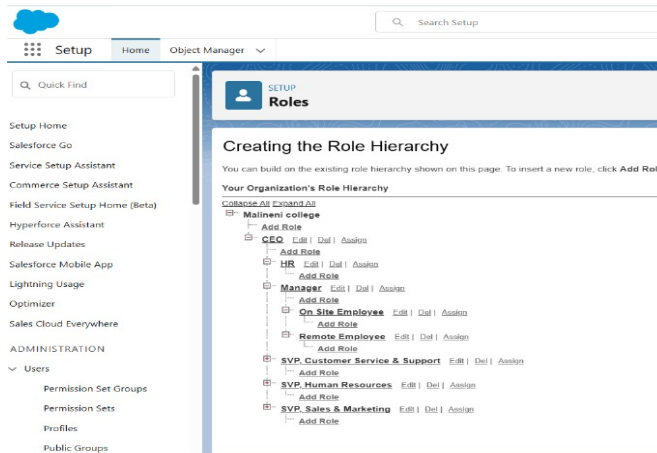
New Profile

Action	Profile Name	User License	Custom
<input type="checkbox"/> Edit Clone	High Volume Customer Portal	High Volume Customer Portal	<input type="checkbox"/>
<input type="checkbox"/> Edit Clone	High Volume Customer Portal User	High Volume Customer Portal	<input type="checkbox"/>
<input type="checkbox"/> Edit Del ...	HR	Salesforce	<input checked="" type="checkbox"/>

1-3 of 3 0 Selected Page 1 of 1

Roles

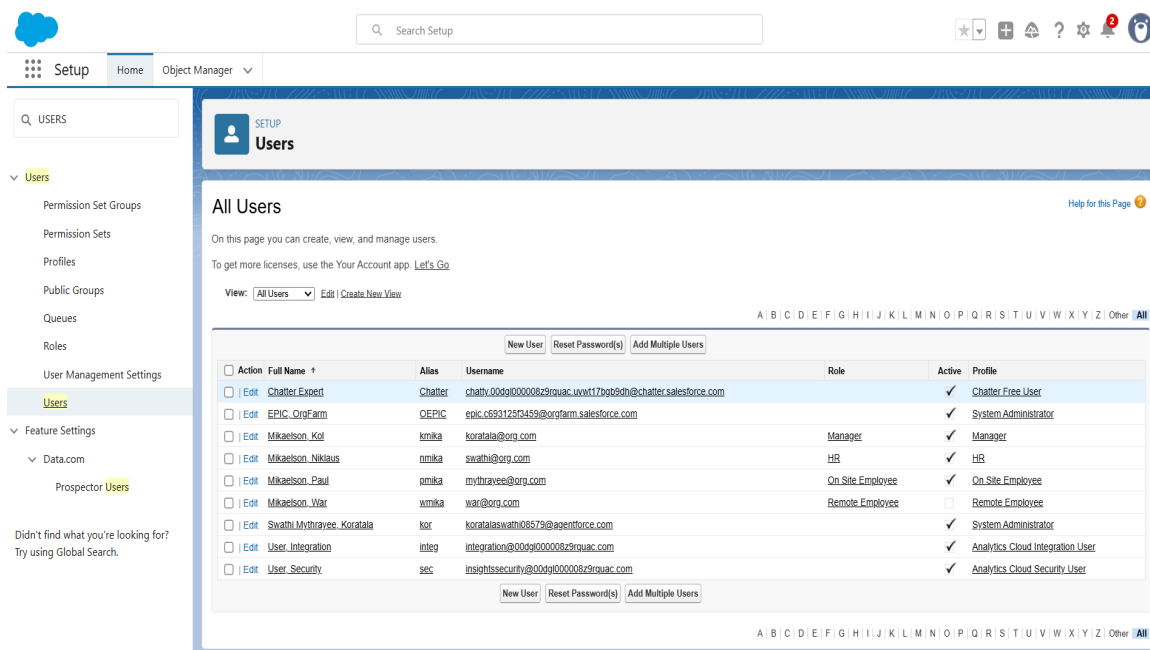
1. Roles define record-level visibility.
2. Steps: Setup → Roles → Expand All → Add Role → Label (HR, CEO, Manager, etc.) → Save.
3. Role hierarchy: CEO → HR → Manager → Onsite/Remote Employees.



Users

Users log in to Salesforce. Each has an account.

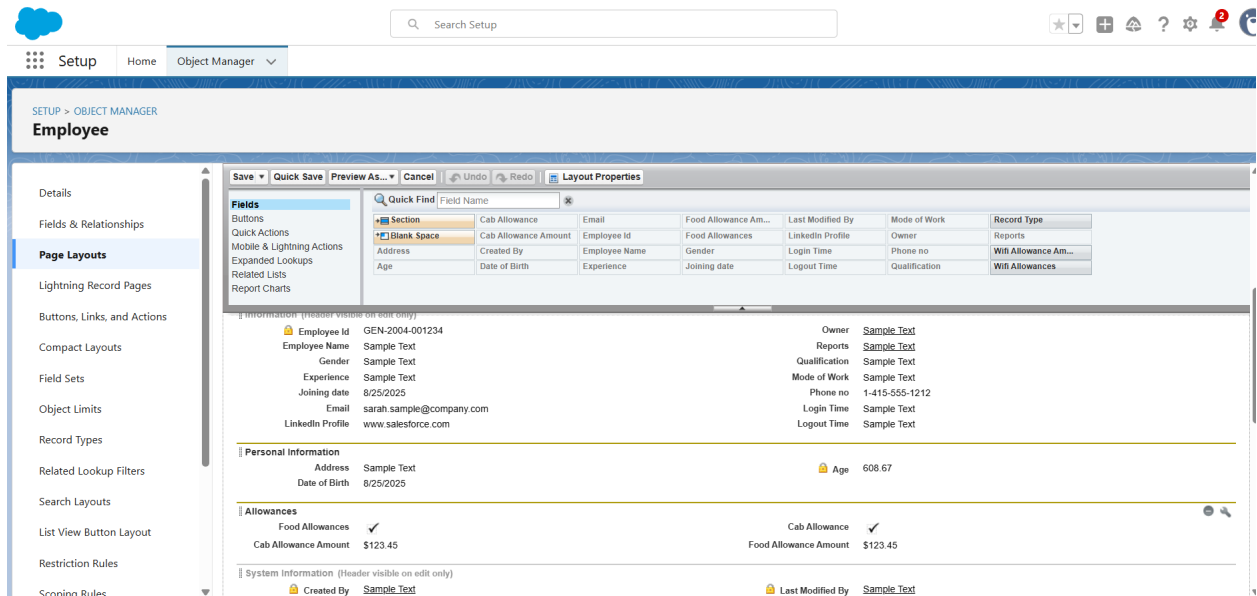
Steps: Setup → Users → New User → Fill Details → Assign Role & License → Save.



Page Layouts

Customize design of record detail/edit pages.

Steps: Setup → Object Manager → Object → Page Layouts → New → Drag & Drop fields/sections → Save.



Setup > OBJECT MANAGER

Employee

Save Quick Save Preview As... Cancel Undo Redo Layout Properties

Quick Find Field Name

Section	Field Name	Record Type
Cab Allowance	Employee Id	Owner
Cab Allowance Amount	Employee Name	Reports
Food Allowance Am...	Gender	Sample Text
Last Modified By	Joining date	Qualification
Mode of Work	Logout Time	Phone no
Record Type	Wifi Allowance Am...	Wifi Allowances

Information (Header visible on edit only)

Employee Id GEN-2004-001234 Owner Sample Text

Employee Name Sample Text Reports Sample Text

Gender Sample Text Qualification Sample Text

Experience Sample Text Mode of Work Sample Text

Joining date 8/25/2025 Phone no 1-415-555-1212

Email sarah.sample@company.com Login Time Sample Text

LinkedIn Profile www.salesforce.com Logout Time Sample Text

Personal Information

Address Sample Text Age 608.67

Date of Birth 8/25/2025

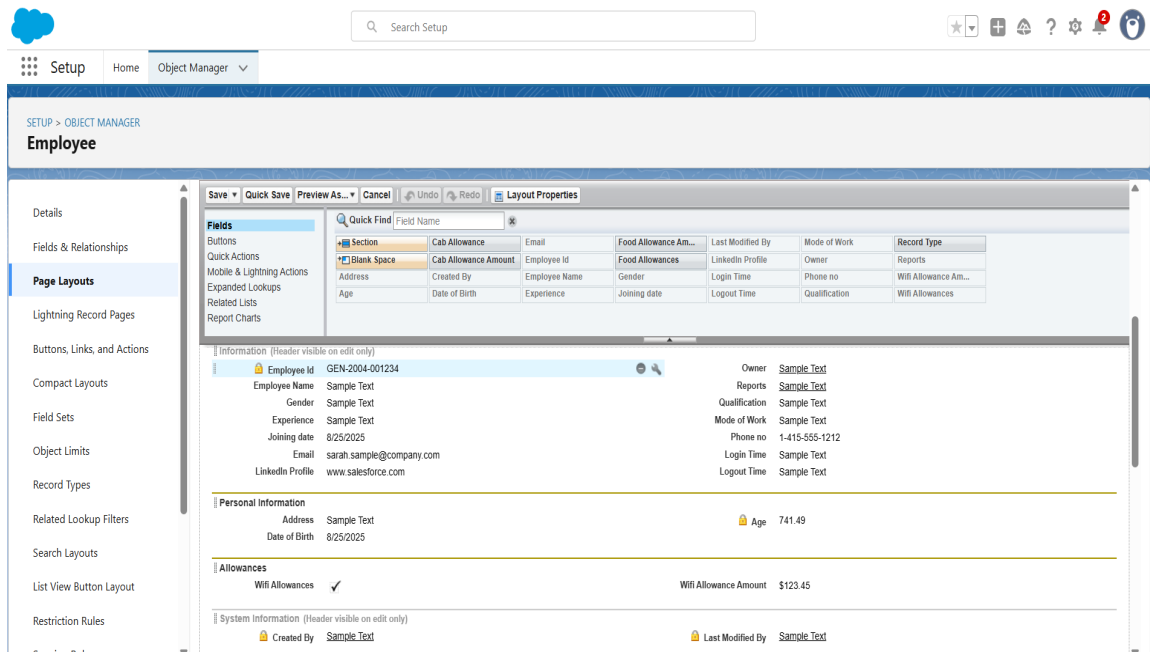
Allowances

Food Allowances Cab Allowance

Cab Allowance Amount \$123.45 Food Allowance Amount \$123.45

System Information (Header visible on edit only)

Created By Sample Text Last Modified By Sample Text



Setup > OBJECT MANAGER

Employee

Save Quick Save Preview As... Cancel Undo Redo Layout Properties

Quick Find Field Name

Section	Field Name	Record Type
Cab Allowance	Employee Id	Owner
Cab Allowance Amount	Employee Name	Reports
Food Allowance Am...	Gender	Sample Text
Last Modified By	Joining date	Qualification
Mode of Work	Logout Time	Phone no
Record Type	Wifi Allowance Am...	Wifi Allowances

Information (Header visible on edit only)

Employee Id GEN-2004-001234 Owner Sample Text

Employee Name Sample Text Reports Sample Text

Gender Sample Text Qualification Sample Text

Experience Sample Text Mode of Work Sample Text

Joining date 8/25/2025 Phone no 1-415-555-1212

Email sarah.sample@company.com Login Time Sample Text

LinkedIn Profile www.salesforce.com Logout Time Sample Text

Personal Information

Address Sample Text Age 741.49

Date of Birth 8/25/2025

Allowances

Wifi Allowances Cab Allowance

Wifi Allowance Amount \$123.45

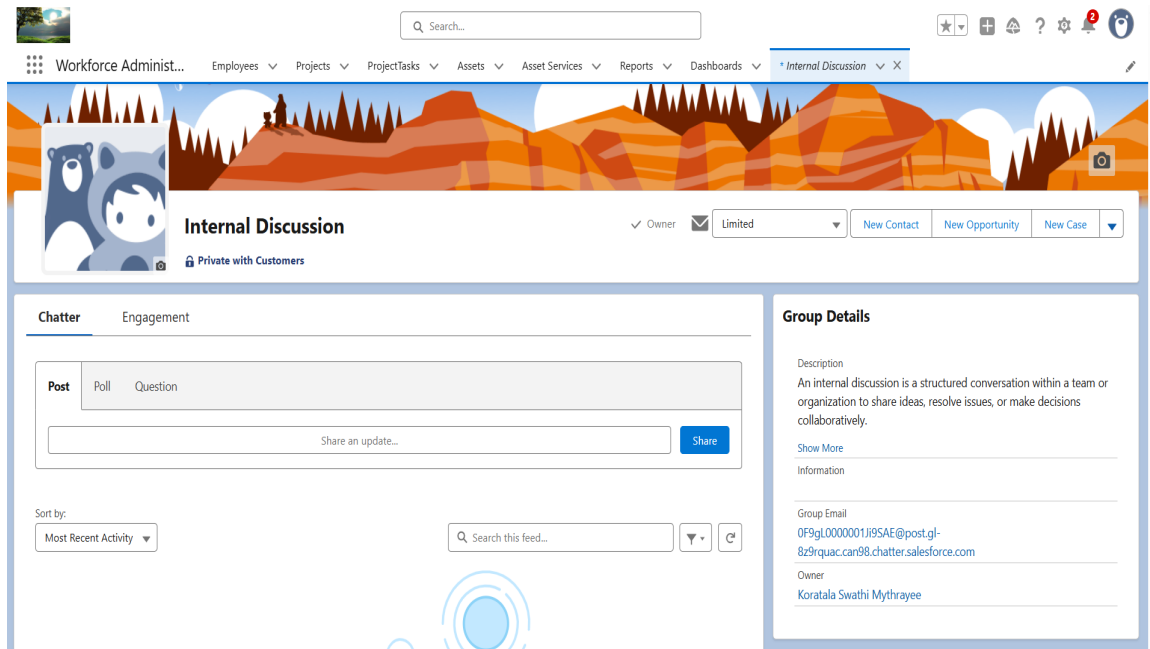
System Information (Header visible on edit only)

Created By Sample Text Last Modified By Sample Text

Chatter Groups

Collaboration spaces for team discussions, file sharing, updates.

Steps: App Launcher → Groups → New → Fill details (Name, Description, Private) → Add Members → Save.



Record Types

Group records of the same object. Allow different layouts, picklists, processes.

Steps: Setup → Object Manager → Object → Record Types → New → Fill details → Assign Profiles → Select Page Layout → Save.

[Setup](#)
[Home](#)
[Object Manager](#)

[Setup](#) > [OBJECT MANAGER](#)
Employee

[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](#)
[List View Button Layout](#)
[Restriction Rules](#)
[Scoping Rules](#)

Record Type

On Site Employee
[Back to Custom Object: Employee](#)

Use the Edit button to change the properties of this record type. Use the Edit links in the Picklist Values related list to choose the picklist values available for records with this record type.

Edit

Record Type Label

On Site Employee

Active

✓

Record Type Name

On_Site_Employee

Namespace Prefix

Description

Created By

Koratala Swathi Mythrayee

8/20/2025, 10:15 AM

Modified By

Koratala Swathi Mythrayee

8/20/2025, 10:15 AM

Picklists Available for Editing

Picklists Available for Editing Help

Action	Field	Modified Date
Edit	Gender	8/20/2025, 10:15 AM
Edit	Mode of Work	8/20/2025, 10:15 AM

Start

[Setup](#)
[Home](#)
[Object Manager](#)

[Setup](#) > [OBJECT MANAGER](#)
Employee

[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](#)
[List View Button Layout](#)
[Restriction Rules](#)

Record Type

Remote Employee
[Back to Custom Object: Employee](#)

Use the Edit button to change the properties of this record type. Use the Edit links in the Picklist Values related list to choose the picklist values available for records with this record type.

Edit

Record Type Label

Remote Employee

Active

✓

Record Type Name

Remote_Employee

Namespace Prefix

Description

Created By

Koratala Swathi Mythrayee

8/20/2025, 10:17 AM

Modified By

Koratala Swathi Mythrayee

8/20/2025, 10:17 AM

Picklists Available for Editing

Picklists Available for Editing Help

Action	Field	Modified Date
Edit	Gender	8/20/2025, 10:17 AM
Edit	Mode of Work	8/20/2025, 10:17 AM

Permission Sets

Additional permissions beyond profiles.

Steps: Setup → Permission Sets → New → Label (Per to Emp) → Object Settings → Employee → Assign Permissions → Save → Assign Users.

Setup Home Object Manager

Hyperforce Assistant

- Users
 - Permission Set Groups
 - Permission Sets**
- Apps
 - Mobile Apps
 - Salesforce
 - Mobile Builder for the Seller-Focused Experience
- Feature Settings
 - Digital Experiences
 - Salesforce CMS
 - Settings
 - Functions
- Sales
 - Accounts
 - Person Accounts
 - Salesforce Scheduler

SETUP **Permission Sets**

Permission Sets

On this page you can create, view, and manage permission sets.

[All Permission Sets](#) [Edit](#) [Delete](#) [Create New View](#)

[New](#) [Filter](#) [A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [Q](#) [R](#) [S](#) [T](#) [U](#) [V](#) [W](#) [X](#) [Y](#) [Z](#) [Other](#) [All](#)

Action	Permission Set Name	Description	License
<input type="checkbox"/> Clone	Partner Connect Partner Admin Setup	Set up Partner Connect from a partner org. Partner Connect is a Partne...	Salesforce
<input type="checkbox"/> Clone	Payments Administrator	Has all the user permissions to gate access to APIs that are available to...	Salesforce Payments Internal
<input type="checkbox"/> Del Clone	Per to Emp		
<input type="checkbox"/> Clone	Prompt Template Manager	Manage prompt templates using Prompt Builder and run them using ge...	Einstein Prompt Templates
<input type="checkbox"/> Clone	Prompt Template User	Run prompt templates using generative AI features.	Einstein Prompt Templates
<input type="checkbox"/> Clone	PromptTemplatePermSet		Cloud Integration User
<input type="checkbox"/> Clone	Publish Suggested for You Nudges: Integration User	Access the Core Adoption Service and tenant orgs, which are used to p...	Cloud Integration User

Setup Home Object Manager

Hyperforce Assistant

- Users
 - Permission Set Groups
 - Permission Sets**
- Apps
 - Mobile Apps


SETUP **Per to Emp**

Current Assignments [Add Assignment](#)

Full Name	Active	Role	Profile	User License	Expires On
<input type="checkbox"/> Paul Mikaelson	<input checked="" type="checkbox"/>	On Site Employee	On Site Employee	Salesforce Platform	

Reports

1. Reports display Salesforce data.
2. Steps: Reports Tab → New Report → Select Report Type → Customize → Save/Run.
3. Reports created: Employees with ProjectTasks, Employees with Assets, Employee.



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Workforce Administr...

Employees

Projects

ProjectTasks

Assets

Asset Services

Reports

Dashboards

Reports

Created by Me

New Report

New Folder


⚙️

2 items

REPORTS	Report Name	Description	Folder	Created By	Created On	Subscribed
Recent	Employees with ProjectTasks and Projects		Private Reports	Koratala Swathi Mythrayee	8/21/2025, 9:20 AM	📄
Created by Me	New Employees Report		Private Reports	Koratala Swathi Mythrayee	8/21/2025, 9:06 AM	📄
Private Reports						
Public Reports						
All Reports						
FOLDERS						
All Folders						

Dashboards

1. Dashboards visualize data from reports.
2. Steps: Dashboard Tab → New Dashboard → Add Components → Select Report → Save & Done.



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Workforce Administr...

Employees

Projects

ProjectTasks

Assets

Asset Services

Reports

Dashboards

Dashboards

Recent

New Dashboard

New Folder

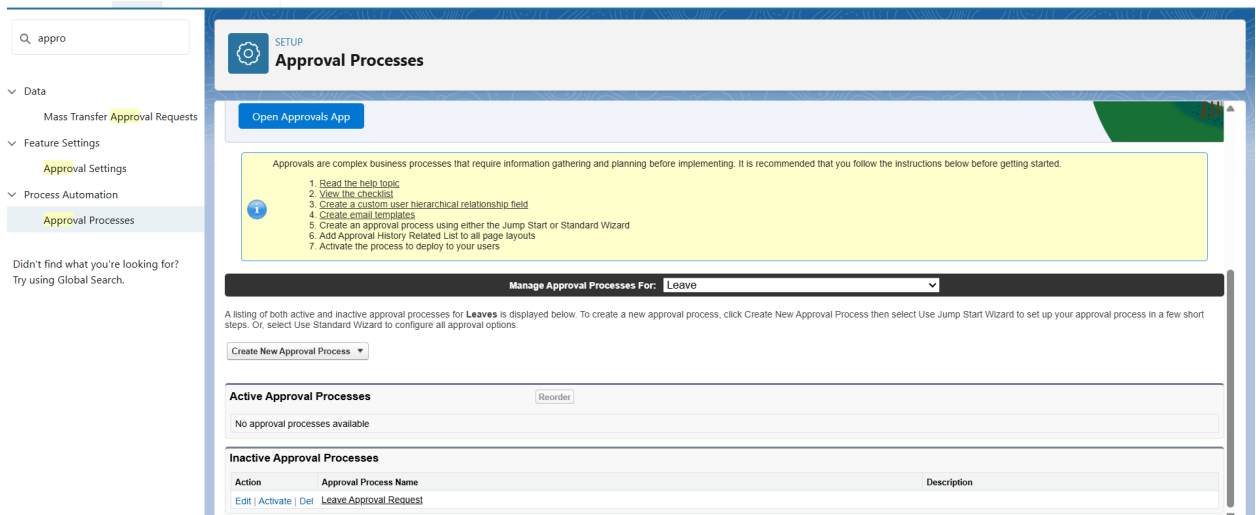
⚙️

2 items

DASHBOARDS	Dashboard Name	Description	Folder	Created By	Created On	Subscribed
Recent	Dashboard 2		Private Dashboards	Koratala Swathi Mythrayee	8/21/2025, 9:48 AM	📄
Created by Me	Dashboard 1		Private Dashboards	Koratala Swathi Mythrayee	8/21/2025, 9:46 AM	📄
Private Dashboards						
All Dashboards						

Approval Process

1. Use case: Leave approval.
2. Steps: Setup → Approval Processes → Create → Assign Approvers (Manager, HR) → Define Submission, Approval & Rejection actions → Save.



Apex Trigger

Prevent duplicate employee names.

Code:

```
trigger EmpInsert on Employee__c (before insert) {
    for(Employee__c pass : Trigger.New){
        List<Employee__c> mynew = [SELECT Id, Name FROM Employee__c WHERE Employee_Name__c
=: pass.Employee_Name__c];
        if(mynew.size() > 0){
            pass.Name.addError('Employee with same name is existing');
        }
    }
}
```

}

Conclusion

This project enables organizations to maintain accurate employee records, track projects, monitor performance, and manage assets effectively. By automating administrative tasks, it reduces manual effort, improves transparency, ensures efficient resource utilization, and supports better decision-making.

THE END...