

# **PROJECT REPORT TEMPLATE**

## **1. INTRODUCTION**

### **1.1 OVERVIEW**

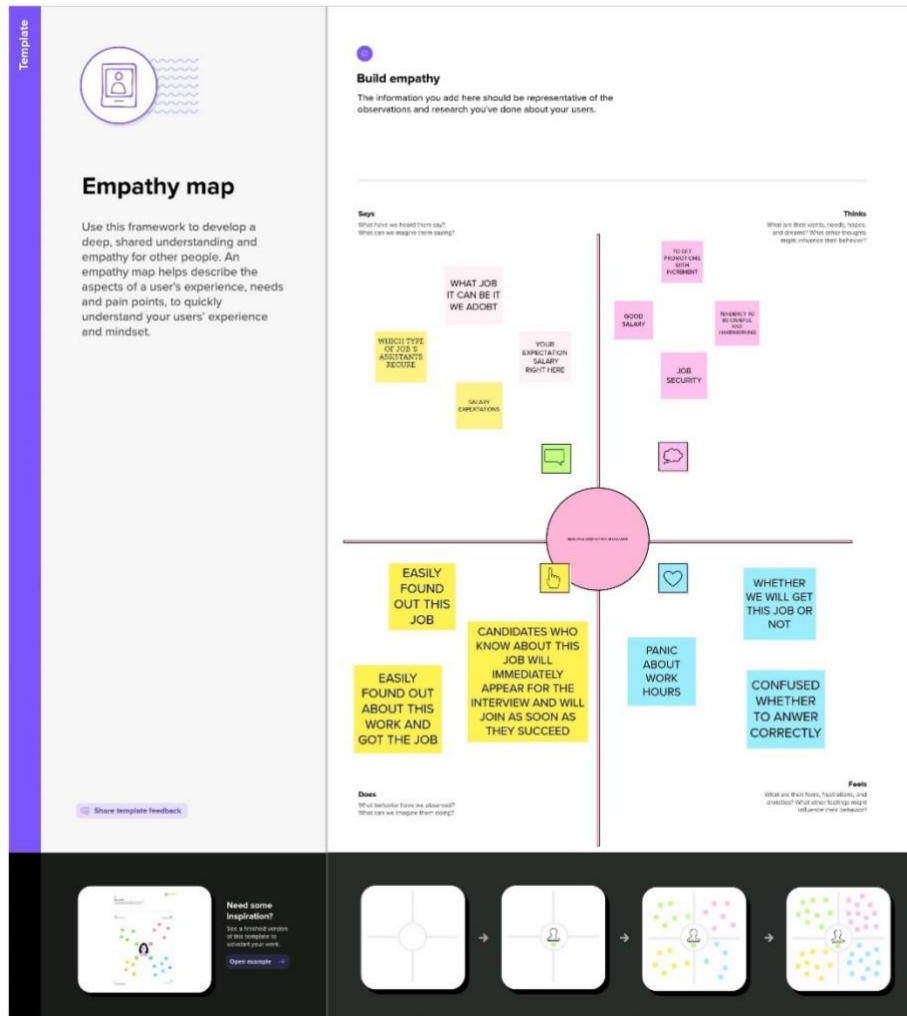
In our project we use custom objects, Fields and Relationships, Page layouts to give the HR team easy access to data they need on an existing recruiting app.

### **1.2 PURPOSE**

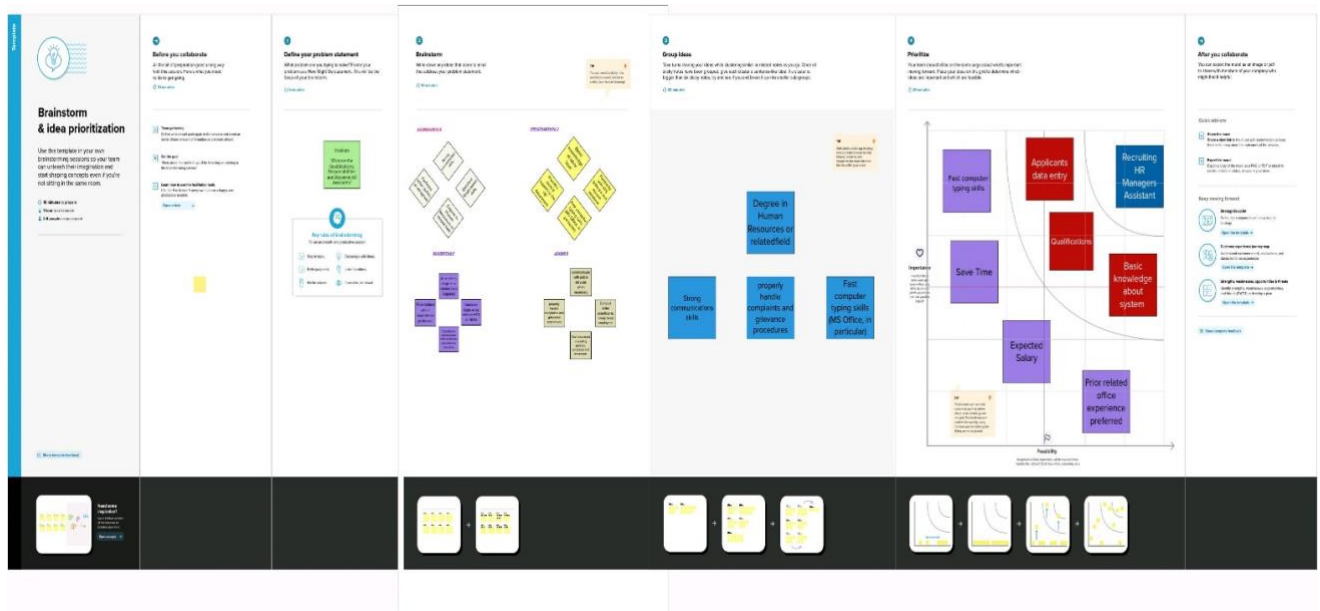
A Human Resource (HR) Assistant is a professional who is responsible for the daily administrative and HR duties of an organization. They assist with recruitment and record maintenance for payroll processing as well as provide clerical support to all employees.

## 2. PROBLEM DEFINITION & DESIGN THINKING

### 2.1 EMPATHY MAP



## 2.2 IDEATION & BRAINSTORMING MAP



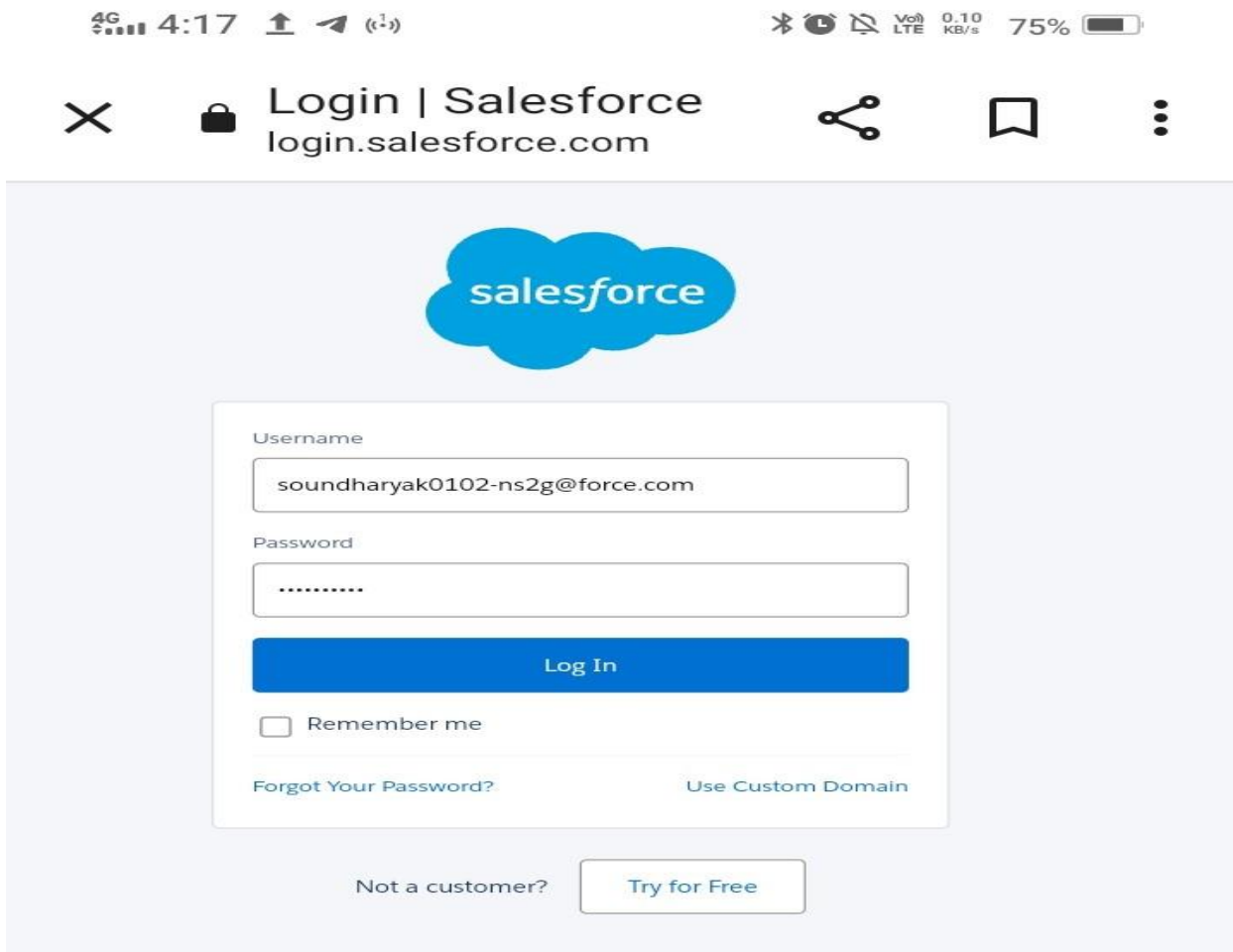
## 3.RESULT

### 3.1 DATA MODEL:

OBJECT NAME	FIELDS IN THE OBJECT	
	FIELD LABEL	DATA TYPE
JOB POSTING SITE	JOB POSTING SITE URL	URL
	JOB POSTING SITE NAME	Text
POSITION	POSITION NAME	Text
	POSITION NUMBER	Auto number

## 3.2 ACTIVITY & SCREENSHOT

### Milestone-1



The screenshot shows the Salesforce login page on a mobile device. The status bar at the top displays 4G, the time 4:17, and various icons including a lock, signal strength, and battery level at 75%. The browser's address bar shows the URL 'login.salesforce.com' with a lock icon and a share icon. The main content area features the Salesforce logo at the top. Below it is a login form with two input fields: 'Username' containing 'soundharyak0102-ns2g@force.com' and 'Password' with masked characters. A blue 'Log In' button is positioned below the password field. Underneath the button is a 'Remember me' checkbox. At the bottom of the form are two links: 'Forgot Your Password?' and 'Use Custom Domain'. Below the form, there is a link 'Not a customer?' and a 'Try for Free' button.

4G 4:17 75%

login.salesforce.com

salesforce

Username  
soundharyak0102-ns2g@force.com

Password  
.....

Log In

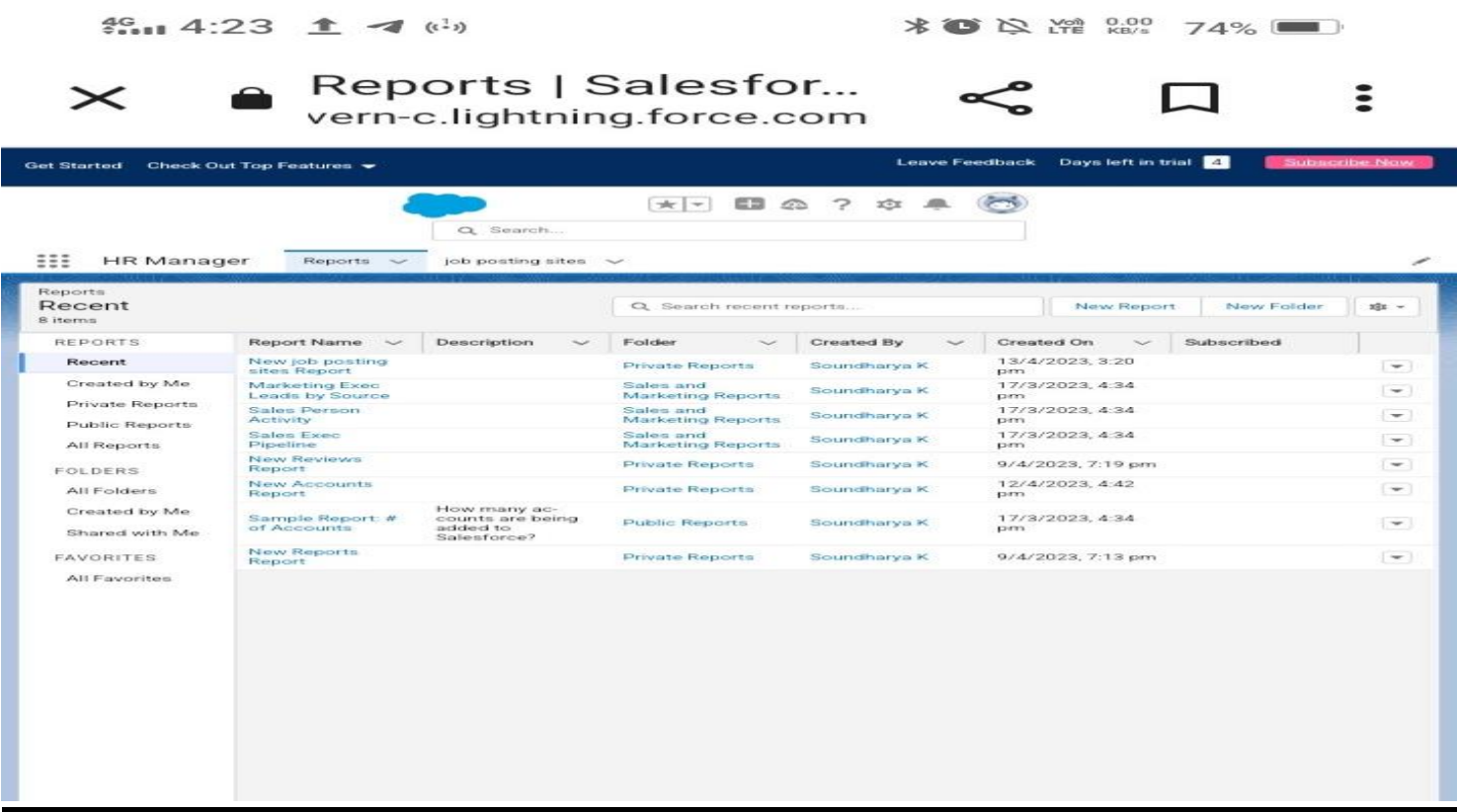
☐ Remember me

[Forgot Your Password?](#) [Use Custom Domain](#)

[Not a customer?](#) [Try for Free](#)

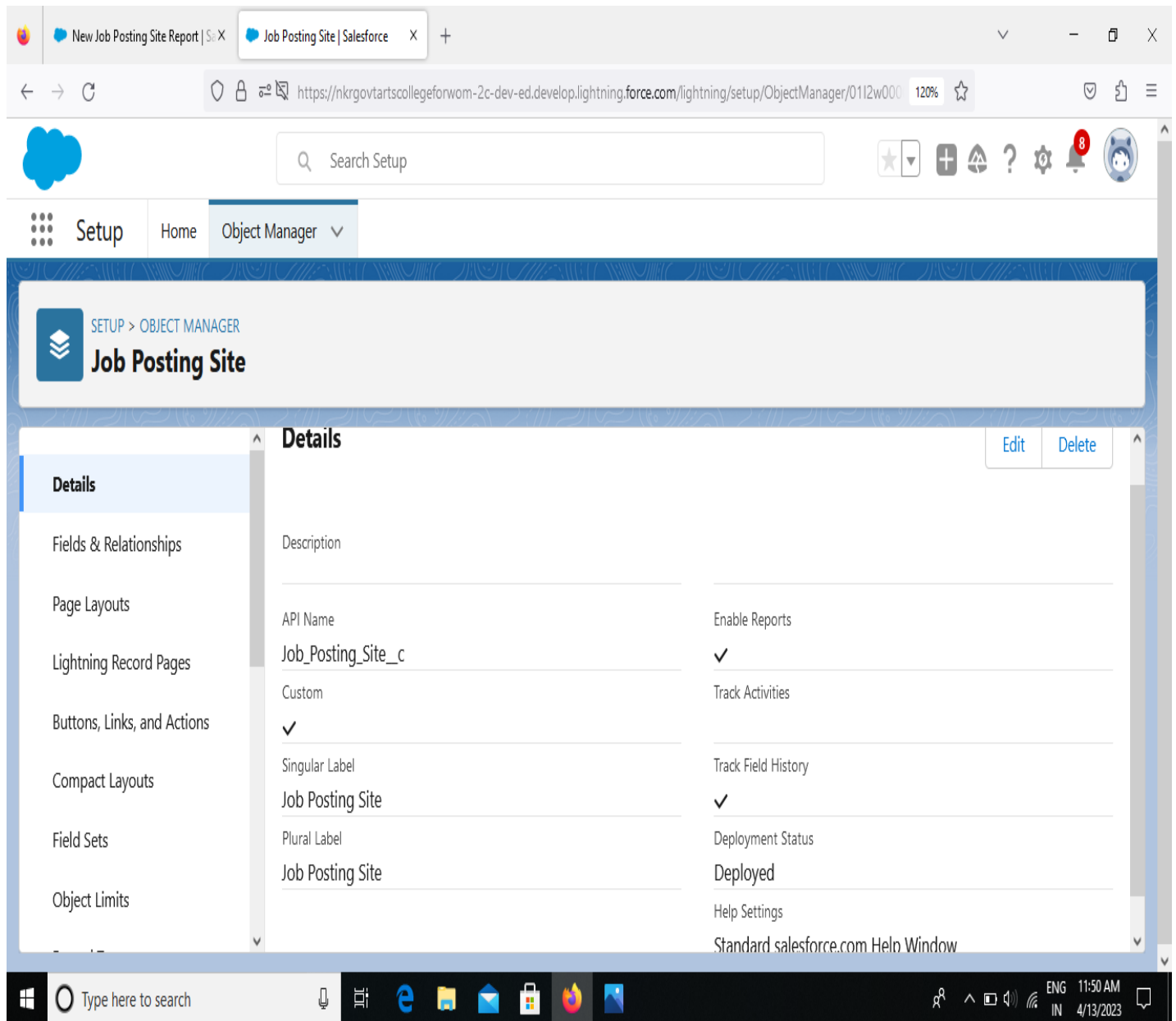
We created a developer org through the website by entering the details such as our first name, last name, email, role, company and username.

# Milestone-2



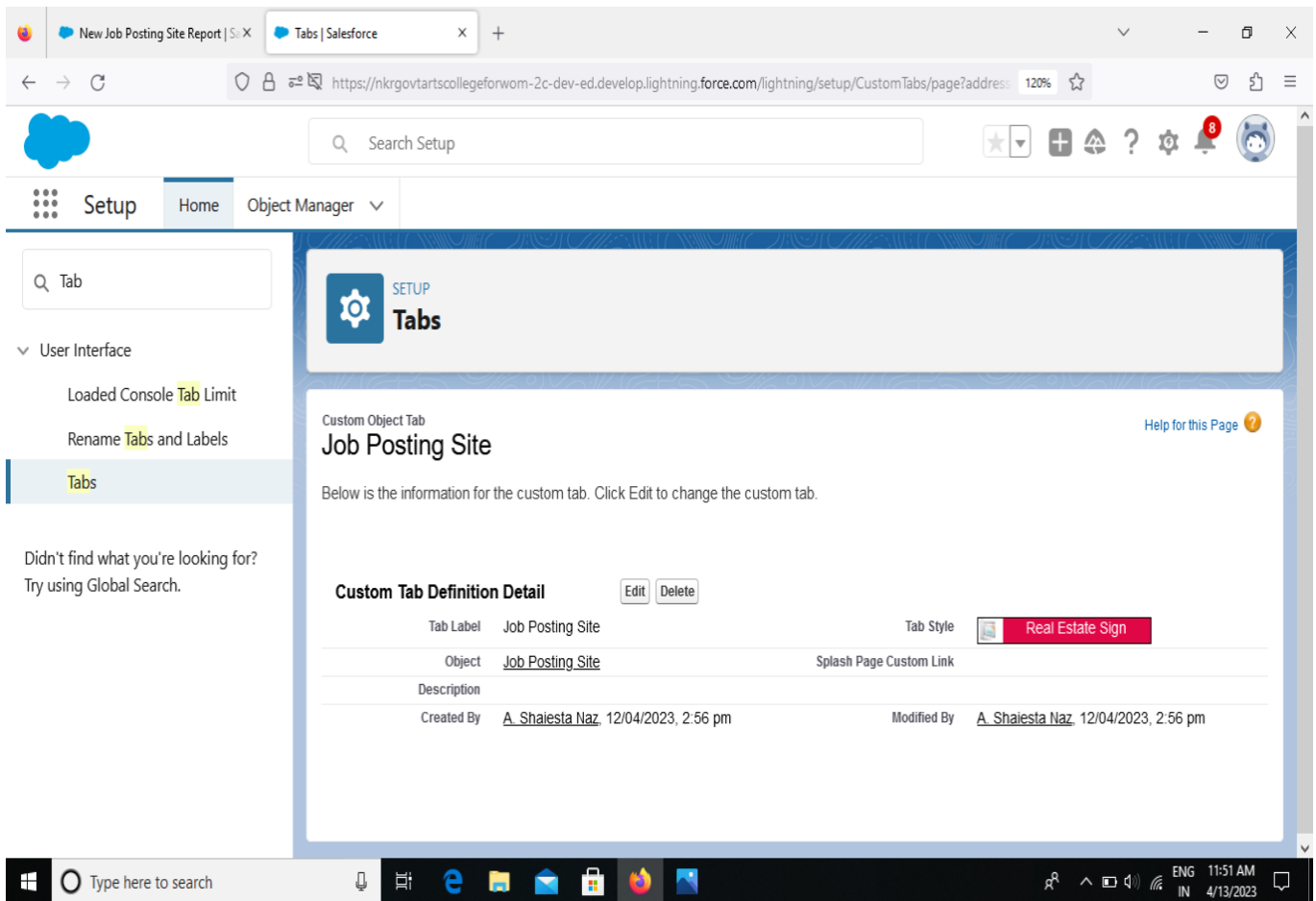
We downloaded the recruiting app from the “app launcher”

## Milestone-3



We created the custom object for job posting sites by typing the label as “job posting site”.

## Milestone-4



We created a custom object tab for “job posting site”.

## Milestone-5

Browser tabs: New Job Posting Site Report | Salesforce, Job Posting Site | Salesforce

Address bar: https://nkr.govtartscollegeforwom-2c-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/0112w000

Search Setup

Setup > Object Manager

### Job Posting Site

Details

**Fields & Relationships**

Page Layouts

Lightning Record Pages

Buttons, Links, and Actions

Compact Layouts

Field Sets

Object Limits

#### Fields & Relationship

9 Items, Sorted by Field Label

Quick Find

New Deleted Fields Field Dependencies Set History Tracking

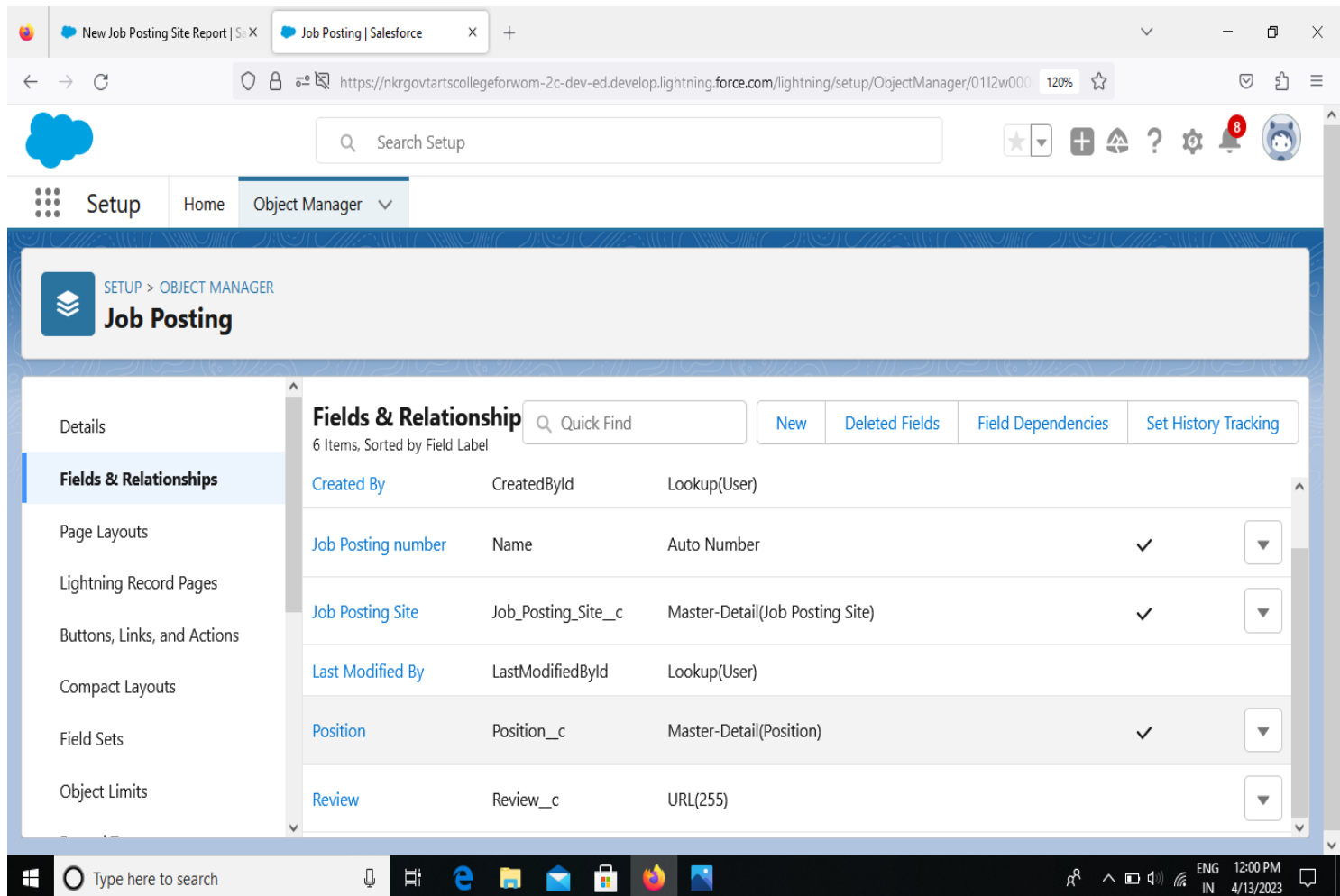
FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Created By	CreatedById	Lookup(User)		
Description	Description__c	URL(255)		
Job Posting Site Name	Name	Text(80)		✓
Job Posting Site URL	Job_Posting_Site_URL__c	URL(255)		
Last Modified By	LastModifiedById	Lookup(User)		

Windows taskbar: Type here to search, 11:54 AM, 4/13/2023

We created a new field for “job posting site”.



## Milestone-6



The screenshot shows the Salesforce Setup interface for the 'Job Posting' object. The left sidebar lists navigation options: Details, Fields & Relationships (selected), Page Layouts, Lightning Record Pages, Buttons, Links, and Actions, Compact Layouts, Field Sets, and Object Limits. The main content area is titled 'Fields & Relationship' and shows a list of 6 items, sorted by Field Label. The list includes fields like 'Created By', 'Job Posting number', 'Job Posting Site', 'Last Modified By', 'Position', and 'Review'. The 'Position' field is highlighted, showing a master-detail relationship with 'Position\_\_c' and 'Master-Detail(Position)'. The bottom of the screen shows the Windows taskbar with the search bar and various application icons.

Field Label	Field Name	Relationship	Checkmark	Dropdown
Created By	CreatedBy	Lookup(User)		
Job Posting number	Name	Auto Number	✓	▼
Job Posting Site	Job_Posting_Site__c	Master-Detail(Job Posting Site)	✓	▼
Last Modified By	LastModifiedById	Lookup(User)		
Position	Position__c	Master-Detail(Position)	✓	▼
Review	Review__c	URL(255)		▼

We created a junction object and created a master-detail relationship between “job posting and position”.

## Milestone-7

Browser tabs: New Job Posting Site Report | S... Position | Salesforce

Address bar: <https://nkrgovtartscollegeforwom-2c-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/0112w000> 120%

Search Setup

Setup Home Object Manager

SETUP > OBJECT MANAGER

### Position

Details

Fields & Relationships

**Page Layouts**

Lightning Record Pages

Buttons, Links, and Actions

Compact Layouts

Field Sets

Object Limits

#### Page Layouts

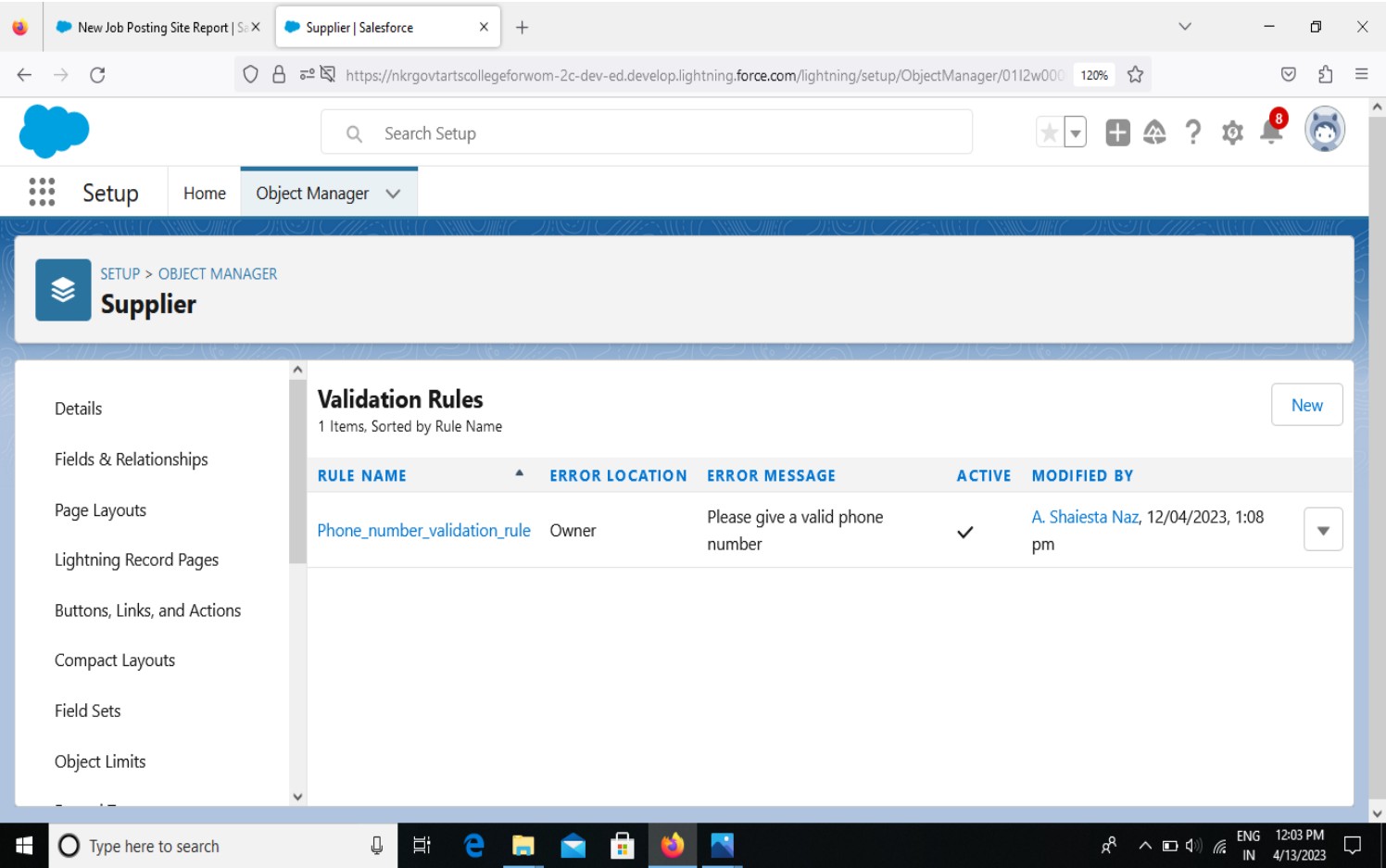
1 Items, Sorted by Page Layout Name

[New](#) [Page Layout Assignment](#)

PAGE LAYOUT NAME	CREATED BY	MODIFIED BY
Position Layout	A. Shaiesta Naz, 12/04/2023, 11:33 am	A. Shaiesta Naz, 13/04/2023, 10:54 am

We created a page layout for “position object”.

# Milestone-8



We created a validation rule for “supplier”.

# Milestone-9

Browser tabs: New Job Posting Site Report | Profiles | Salesforce

Address bar: <https://nkrgovartartcollegeforwom-2c-dev-ed.develop.lightning.force.com/lightning/setup/EnhancedProfiles/page?ad>

Search Setup

Setup Home Object Manager

Profile

Users

Profiles

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

### SETUP Profiles

#### Profile

## Event user profile

Users with this profile have the permissions and page layouts listed below. Administrators can change a user's profile by editing that user's personal information.

If your organization uses Record Types, use the Edit links in the Record Type Settings section below to make one or more record types available to users with this profile.

[Login IP Ranges \(0\)](#) | [Enabled Apex Class Access \(0\)](#) | [Enabled Visualforce Page Access \(0\)](#) | [Enabled External Data Source Access \(0\)](#) | [Enabled Named Credential Access \(0\)](#) | [Enabled Custom Metadata Type Access \(0\)](#) | [Enabled Custom Setting Definitions Access \(0\)](#) | [Enabled Flow Access \(0\)](#) | [Enabled Service Presence Status Access \(0\)](#) | [Enabled Custom Permissions \(0\)](#)

#### Profile Detail

[Edit](#) [Clone](#) [Delete](#) [View Users](#)

Name	Event user profile		
User License	Salesforce	Custom Profile	<input checked="" type="checkbox"/>
Description			
Created By	A. Shaiesta Naz, 12/04/2023, 12:17 pm		Modified By A. Shaiesta Naz, 13/04/2023, 10:54 am

javascript:openPopupFocusEscapePounds('/HelpAndTrainingDoor?loc=help&target=creating\_and\_editing\_profiles.htm&section=...izable=yes,toolbar=yes,status=yes,scrollbars=yes,menubar=yes,directories=no,location=yes,dependant=no',false,false);

Type here to search

ENG 12:04 PM 4/13/2023

We created a profile with profile name “event user profile”.

## Milestone-10

The screenshot shows the Salesforce Setup interface for managing users. The left sidebar contains a navigation menu with options like Users, Permission Set Groups, Profiles, and Roles. The main content area is titled 'All Users' and includes a table of existing users. The table has columns for Action, Full Name, Alias, Username, Role, Active, and Profile. Three users are listed: Chatter Expert, Garapati Abhilash, and Gupta Sanjay. The user 'Gupta Sanjay' is highlighted, and a tooltip shows his profile details: 'All Users ~ Salesforce - Developer Edition'.

Action	Full Name	Alias	Username	Role	Active	Profile
<input type="checkbox"/> Edit	Chatter Expert	Chatter	chatty.00d2w00000rie9veax.gkiyzw2lsgay@chatter.salesforce.com		✓	Chatter Free User
<input type="checkbox"/> Edit	Garapati Abhilash	agara	saabhilash@sablack.com		✓	Standard Platform User
<input type="checkbox"/> Edit	Gupta Sanjay	Sanj	sasanjay@sa1358.com		✓	Event user profile

We created a users with the username “Sanjay Gupta” & “Abhilash Garapati”.

# Milestone-11

The screenshot shows the Salesforce 'Permission Sets' page. The left sidebar contains navigation links for 'Users', 'Permission Set Groups', 'Permission Sets', 'Profiles', 'Public Groups', 'Queues', 'Roles', 'User Management Settings', 'Users', 'Feature Settings', 'Data.com', and 'Prospector Users'. The main content area is titled 'Permission Sets' and includes a search bar, a 'Help for this Page' link, and a list of permission sets. The list has columns for 'Action', 'Permission Set Label', 'Description', and 'License'. The following table represents the data shown in the screenshot:

Action	Permission Set Label	Description	License
<a href="#">Clone</a>	Order Management Store Associate	Access to limited features enabled by Or...	Lightning Order Management user
<a href="#">Clone</a>	Queue Manager	Lets users create, read, edit, and delete...	Queue Manager
<a href="#">Del   Clone</a>	Review		
<a href="#">Clone</a>	Sales Cloud User	Denotes that the user is a Sales Cloud u...	Sales User

At the bottom of the list, it shows '1-25 of 27' items and '0 Selected'. The page number is 'Page 1 of 2'. The browser's address bar shows the URL: <https://nkr.govtartscollegeforwom-2c-dev-ed.develop.lightning.force.com/lightning/setup/PermSets/home>. The taskbar at the bottom shows the Windows logo, a search bar, and several application icons. The system tray on the right shows the date and time as '12:07 PM 4/13/2023'.

We created a permission set for “review object”.

# Milestone-12

Report Builder | Salesforce

Search...

HR Manager Reports Dashboards Job Posting Site Reviews Positions

Report: Job Posting Site  
**New Job Posting Site Report**

Enable Field Editing Add Chart Edit

Total Records  
5

	Job Posting Site: Job Posting Site Name	Status	Technical site	Description
1	Cochin	http://Assistant for HR Manager	http://Google for Jobs	http://Degerr in human Resources or related field & Fast Computer typing skills
2	Chennai	http://Assistant for HR Manager	http://Career Builder	http://Completed Master Degree & System Work
3	Bangalore	http://Assistant for HR Manager	http://Monster	http://Completed Master Degree & Knowledge of HR System and data bases
4	Dubai	http://Assistant for HR Manager	http://SHRM's HR jobs	http://Complete Bachelor Degree & Basic knowledge of labour laws & Strong Commui
5	Coimbatore	http://Assistant for HR Manager	http://HR Crossing	http://Completed Master Degree & Fluent in spoken and written English

Type here to search

ENG IN 11:40 AM 4/13/2023

We created reports for “job posting object”.

## 4. TRAIL HEAD PROFILE PUBLIC URL

TEAM LEADER – <https://trailblazer.me/id/usoundharyak>

Team member 1 – <https://trailblazer.me/id/ujananis1>

Team member 2 – <https://trailblazer.me/id/upriyatharshiniv>

Team member 3 – <https://trailblazer.me/id/usangeethap>

## **5.ADVANTAGES AND DISADVANTAGE**

### **Advantages**

1. Provides higher quality candidates
2. Ensures faster hiring
3. Helps hire applicants with specialist knowledge
4. Promote business growth and innovation
5. Provide better management experience
6. Easy to find job vacancies in companies
7. Saves time for work
8. To get qualified candidates to our company

### **Disadvantages**

1. Recruitment may stagnate the company's culture
2. Increases training costs of the new applicants
3. Recruitment agencies have limited choices
4. Greater experience expected
5. Automatic elimination of resumes that software cannot recognize and interpret is another drawback of ATS
6. Strong communication skills
7. Salary Expectations



8. If candidates choose wrong data then talented candidates will be rejected

## **6.APPLICATIONS**

Recruiting assistants schedule the interviews and evaluations of the qualified applicants, endorsing them for final assessments with a department's hiring managers. They also assist with the processing of recruitment for the hired candidates and managing their onboarding procedures.

## **7. CONCLUSION**

Include all necessary skills, and include a list of desired skills that are not necessary but that would enhance the candidate's chances if we fail to do this, we might end up with a low quality pool of candidates and wind up with limited choices to fill the open.

## **8.FUTURE SCOPE**

The role of HR is continuously evolving and HR professionals can aim to learn about the technologies, trends and operational changes shaping the future of business. HR can be agile in adapting to those changes in order to effectively support employee development, retention and recruitment. The future of recruiting will

include Automation, strategic planning and better integration with company objectives. Companies now need to focus intensely on recruiters' skills to manage and execute recruitment in a future market.