Project Report Template

1 INTRODUCTION

1.1 Overview

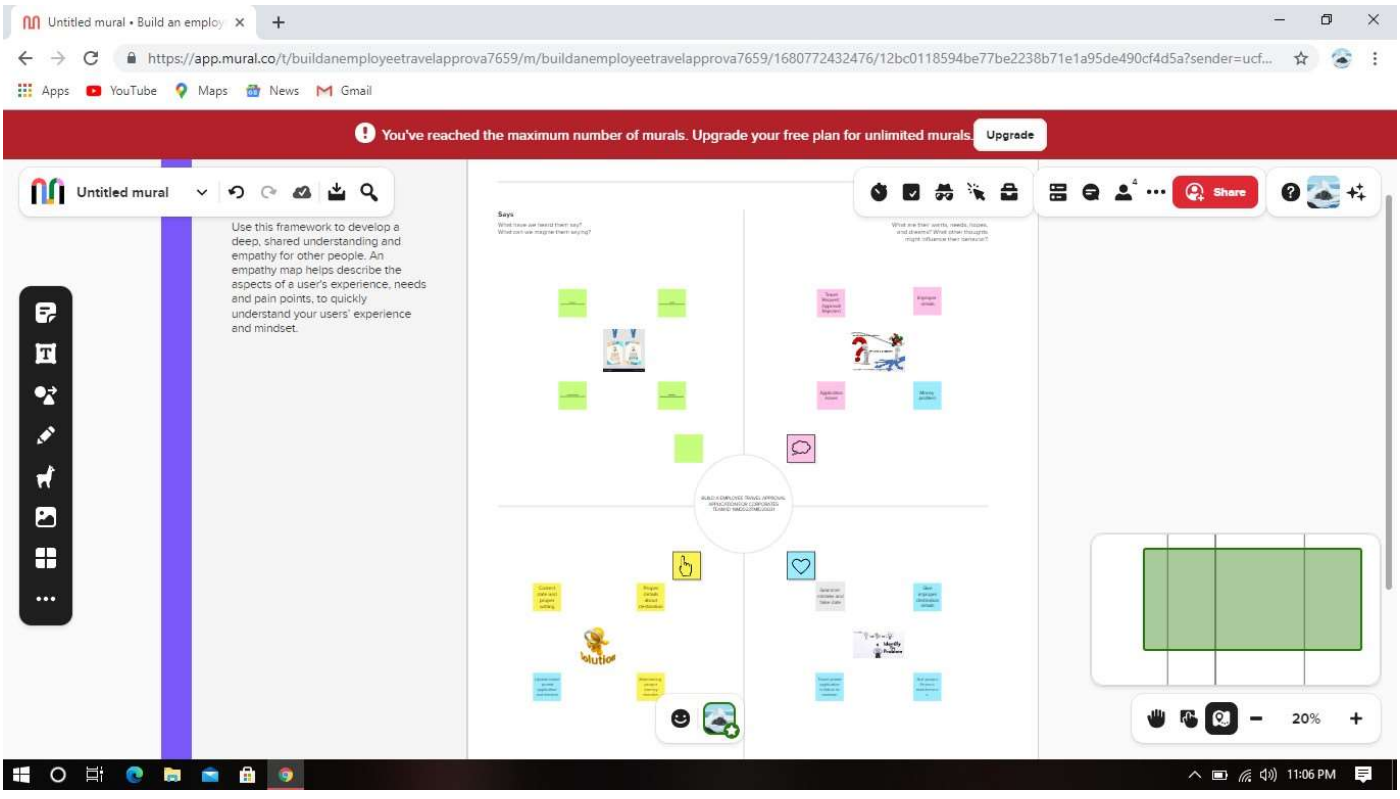
The project aim is to provide real-time knowledge for all the students who have basic knowledge of Salesforce and Looking for a real-time project. This project willalsohelptothoseprofessionalswhoareincross-technologyandwantedtoswitchtoSalesforce with the help of this project they will gain knowledge and can include into their resume as well.

1.2 Purpose

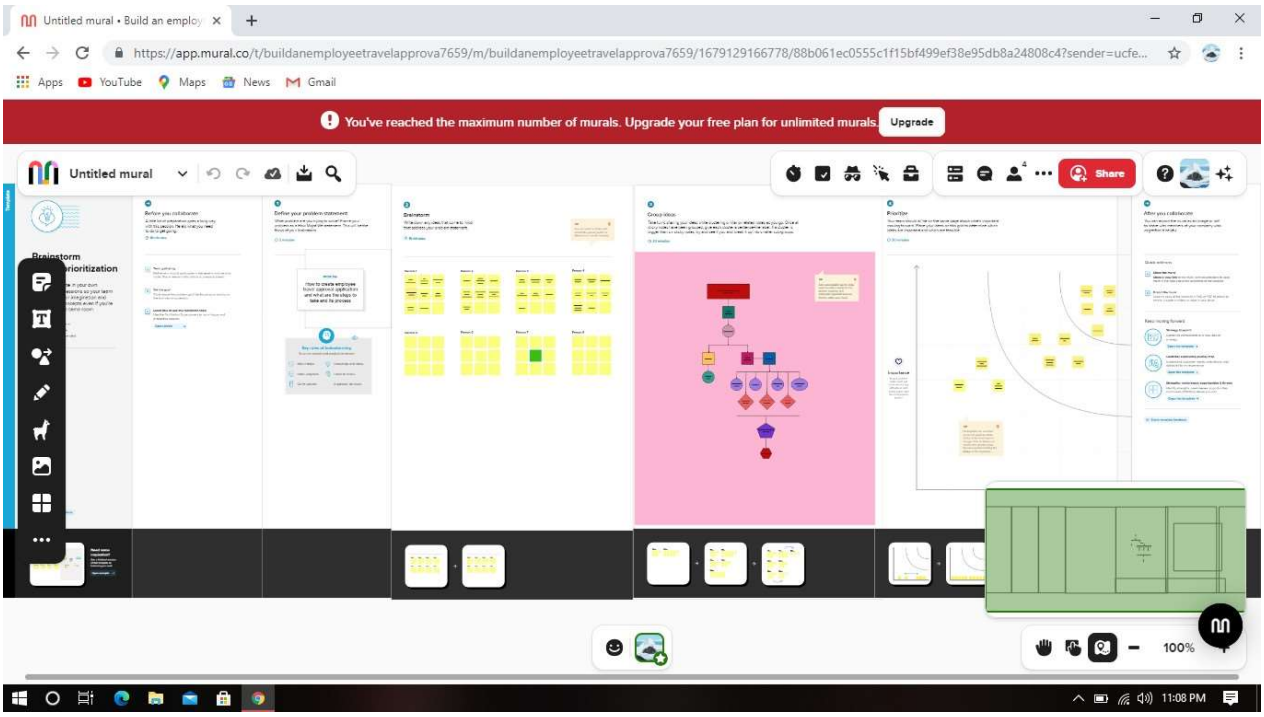
1. Real Time Salesforce Project
2. Object & Relationship in Salesforce

2 Problem Definition & Design Thinking

2.1 Empathy Map



2.1 Ideation & Brainstorming Map

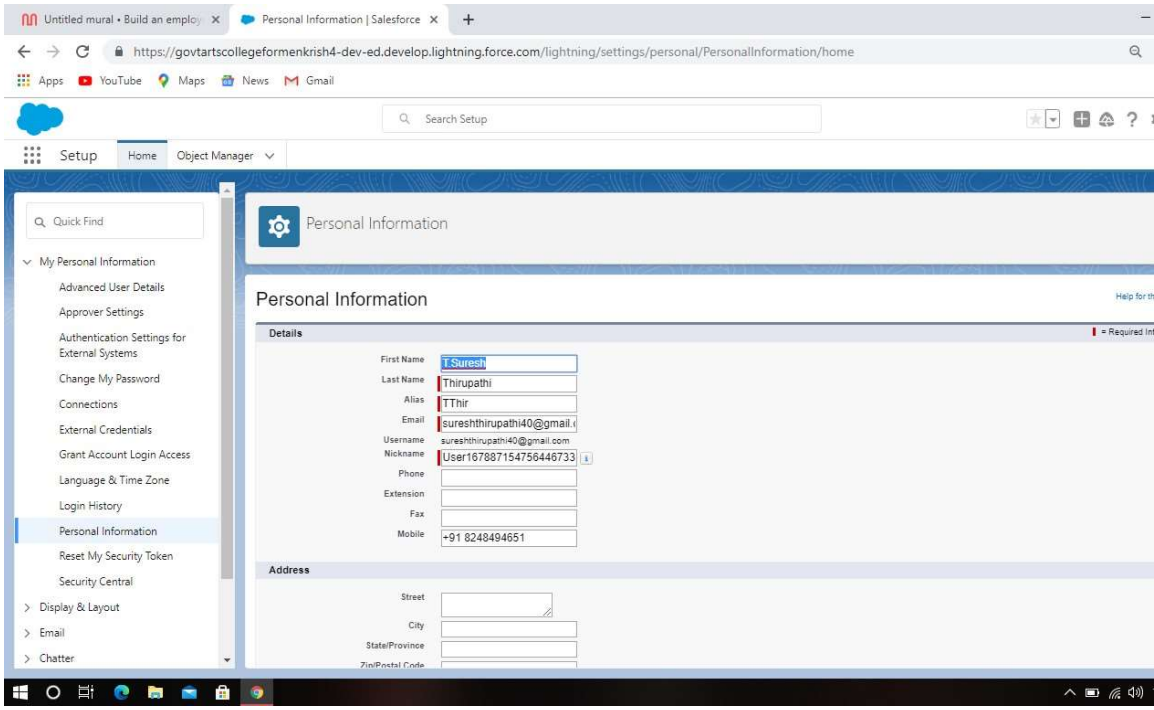


1 **RESULT**

1.1 Data Model:

Object name	Fields in the Object
Travel Approvals	Field label: Amount — Data type: Currency Field label: Travel Approval — Data type: Master-Detail relationship
Expense Item	Field label: Expense — Data type: Pick list Field label: — Data type:

1.2 Activity & Screenshot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Approver Settings
Authentication Settings for External Systems
Change My Password
Connections
External Credentials
Grant Account Login Access
Language & Time Zone
Login History
Personal Information
Reset My Security Token
Security Central
Display & Layout
Email
Chatter
Personal Information
Personal Information
Details
First Name
T.Suresh
Last Name
Thirupathi
Alias
TThir
Email
sureshthirupathi40@gmail.
Username
sureshthirupathi40@gmail.com
Nickname
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Phone
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Fax
Mobile
+91 8248494651
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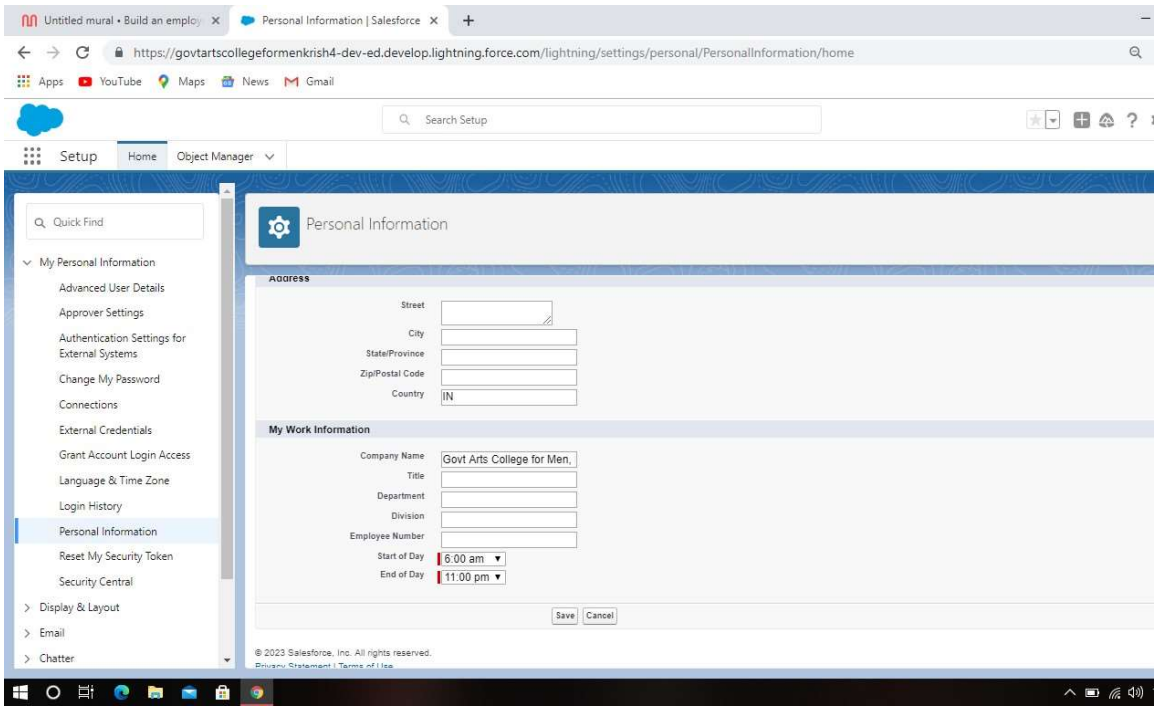
State/Province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Connections
External Credentials
Grant Account Login Access
Language & Time Zone
Login History
Personal Information
Reset My Security Token
Security Central
Display & Layout
Email
Chatter
Personal Information
Address
Street
City
State/Province
Zip/Postal Code
Country
IN
My Work Information
Company Name
Govt Arts College for Men,
Title
Department
Division
Employee Number
Start of Day
6:00 am
End of Day
11:00 pm
Save
Cancel
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10:21

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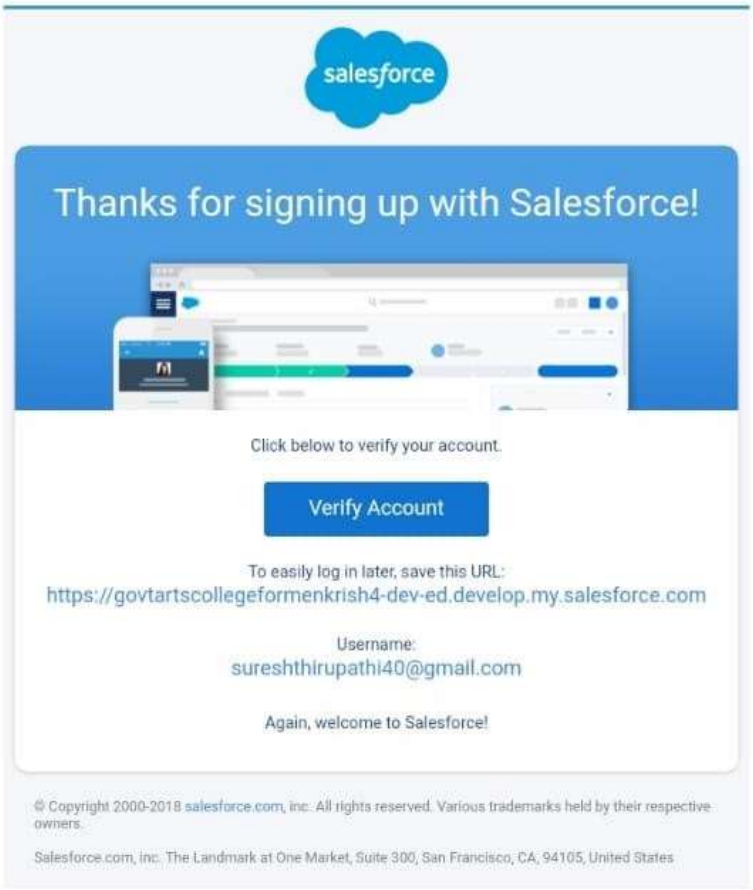
developer@salesf... Mar 15

to me



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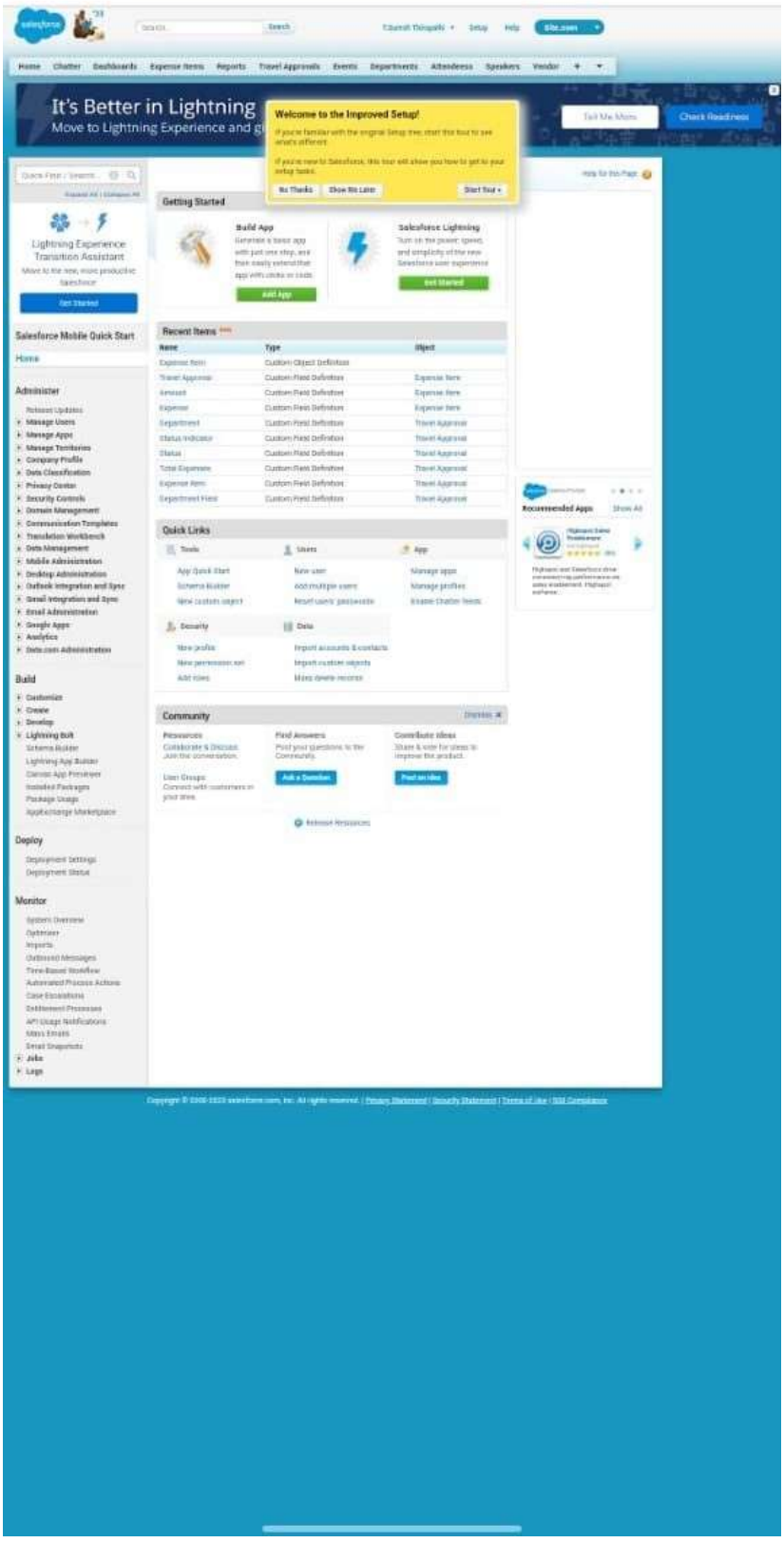
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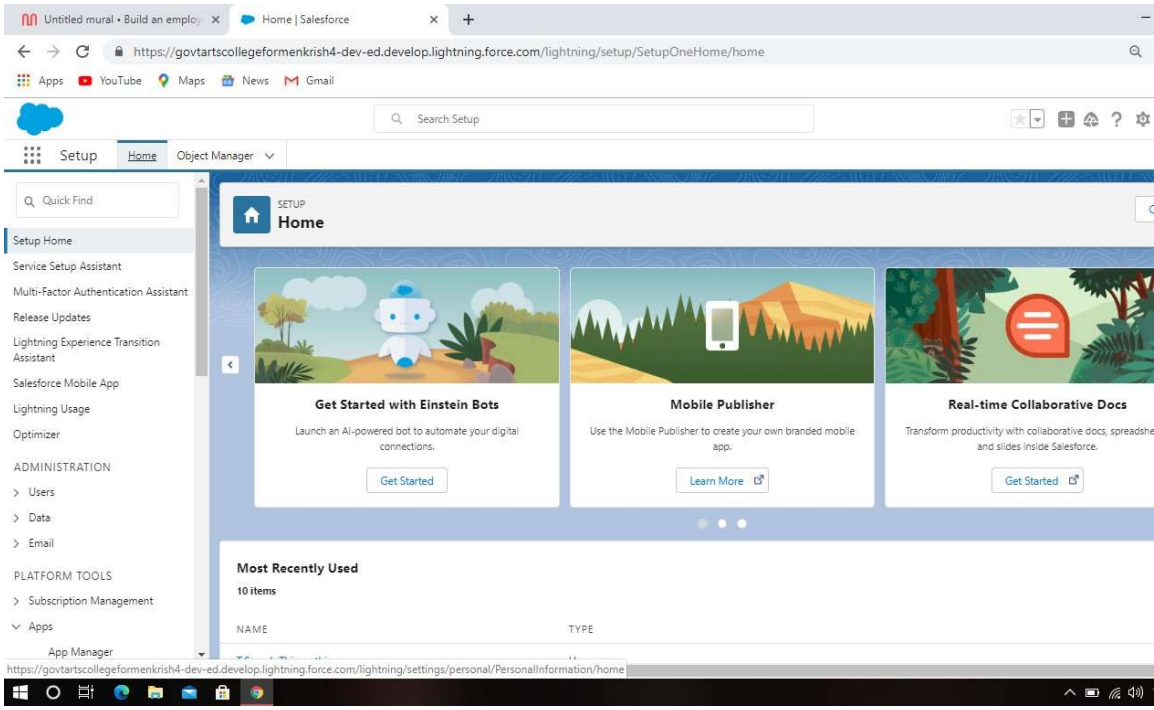
Getting Started
Recent Items
Quick Links
Community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Release Updates
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Salesforce Mobile App
Lightning Usage
Optimizer
ADMINISTRATION
Users
Data
Email
PLATFORM TOOLS
Subscription Management
Apps
App Manager
SETUP
Home
Get Started with Einstein Bots
Launch an AI-powered bot to automate your digital connections.
Get Started
Mobile Publisher
Use the Mobile Publisher to create your own branded mobile app.
Learn More
Real-time Collaborative Docs
Transform productivity with collaborative docs, spreadshe and slides inside Salesforce.
Get Started
Most Recently Used
10 items
NAME
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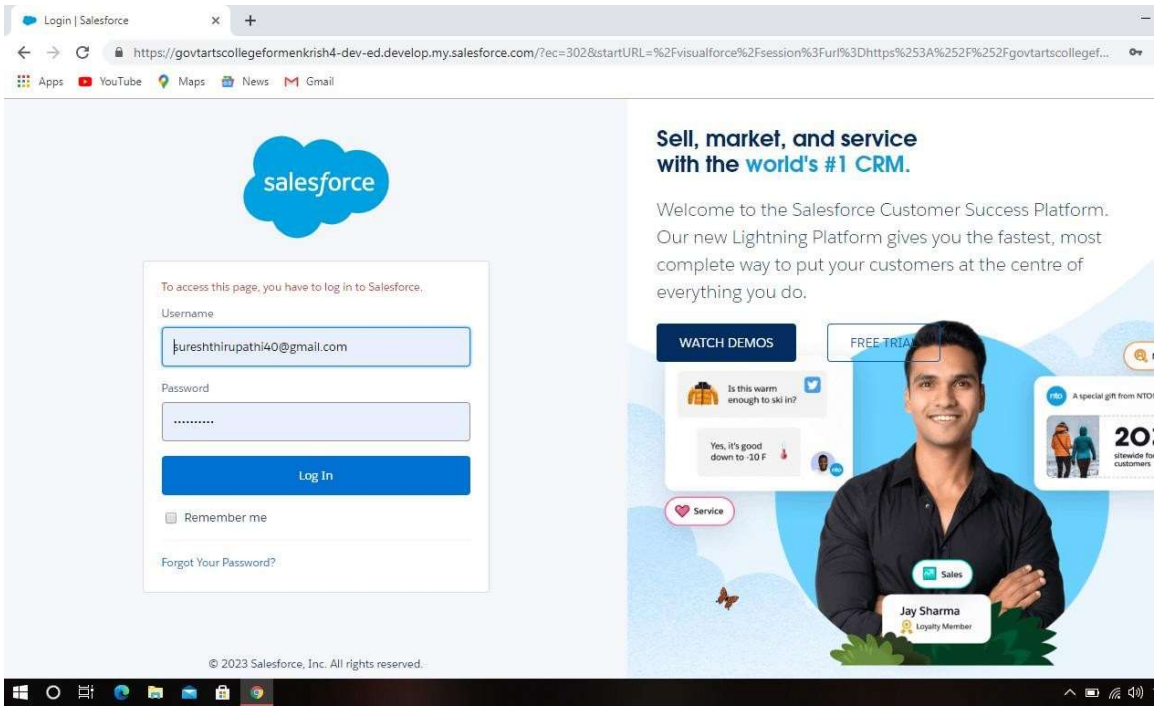
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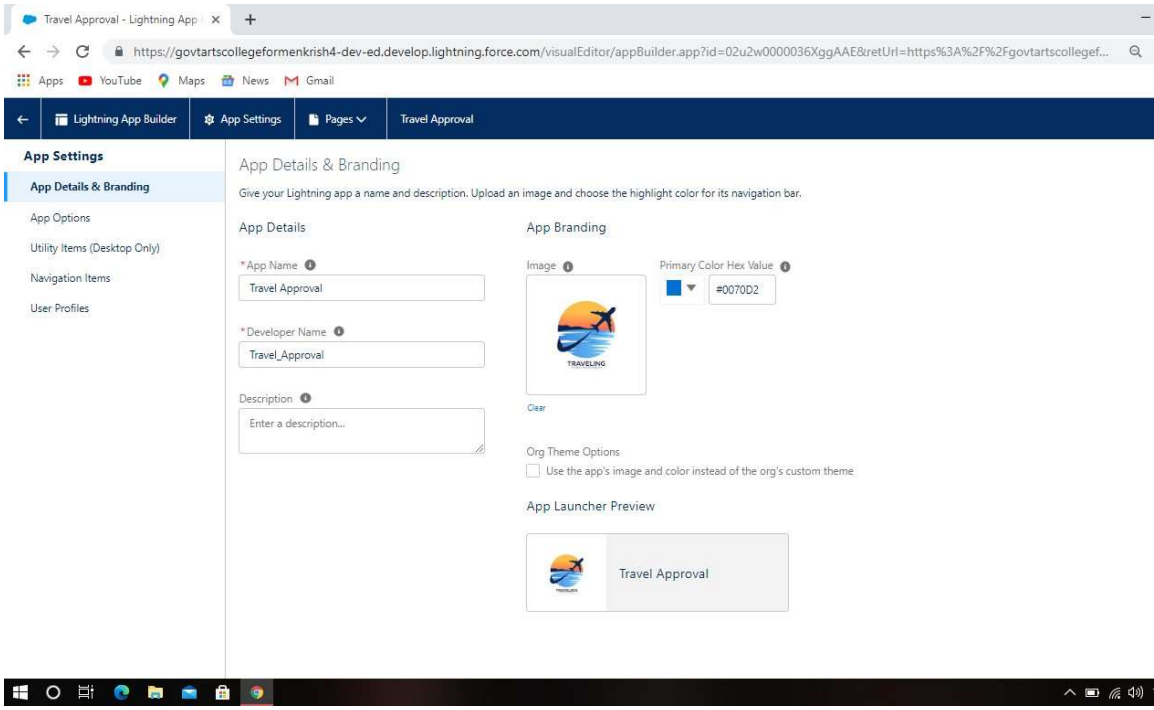
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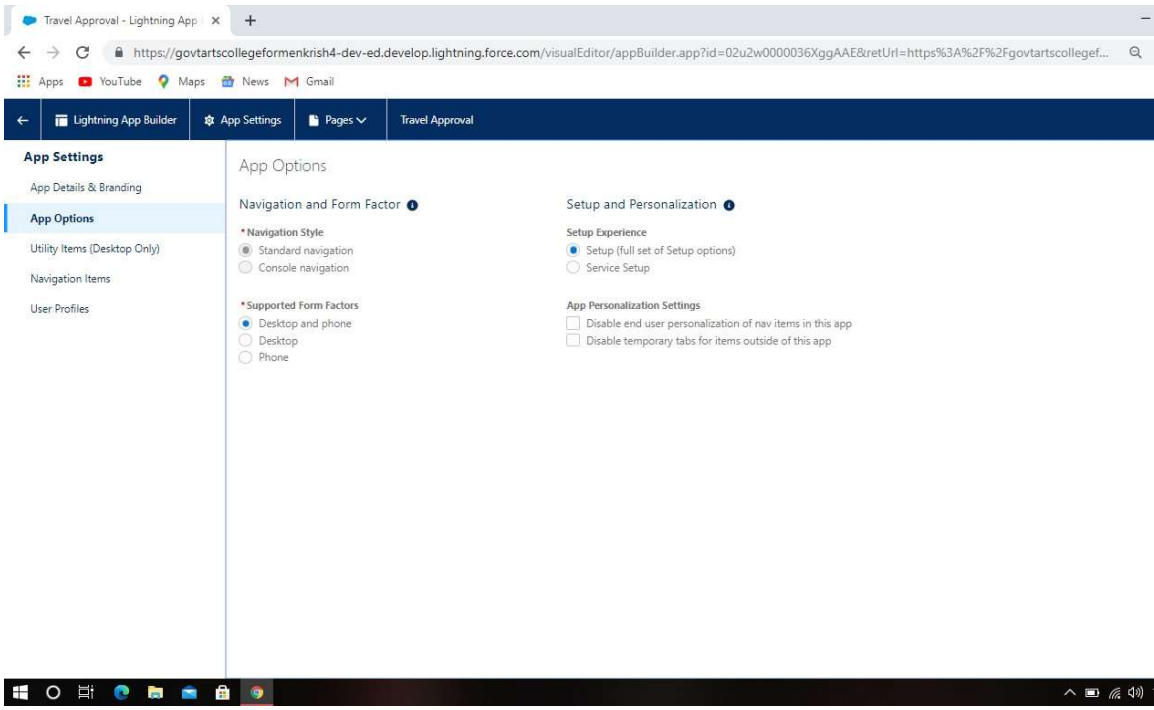
App Settings
Pages
Travel Approval
App Settings
App Details & Branding
App Options
Utility Items (Desktop Only)
Navigation Items
User Profiles
App Details & Branding
Give your Lightning app a name and description. Upload an image and choose the highlight color for its navigation bar.
App Details
*App Name
Travel Approval
*Developer Name
Travel_Approval
Description
Enter a description...
App Branding
Image
TRAVELING
Clear
Primary Color Hex Value
#0070D2
Org Theme Options
Use the app's image and color instead of the org's custom theme
App Launcher Preview
Travel Approval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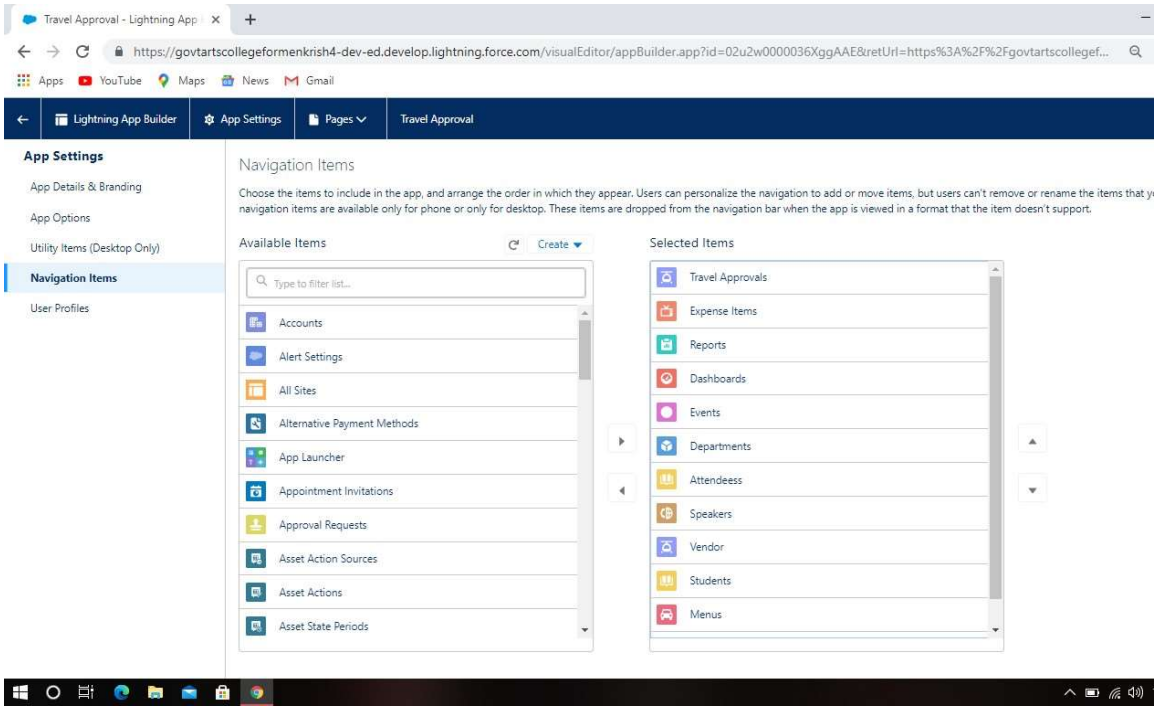
App Settings
App Details & Branding
App Options
Utility Items (Desktop Only)
Navigation Items
User Profiles
App Options
Navigation and Form Factor
*Navigation Style
Standard navigation
Console navigation
*Supported Form Factors
Desktop and phone
Desktop
Phone
Setup and Personalization
Setup Experience
Setup (full set of Setup options)
Service Setup
App Personalization Settings
Disable end user personalization of nav items in this app
Disable temporary tabs for items outside of this app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Apps
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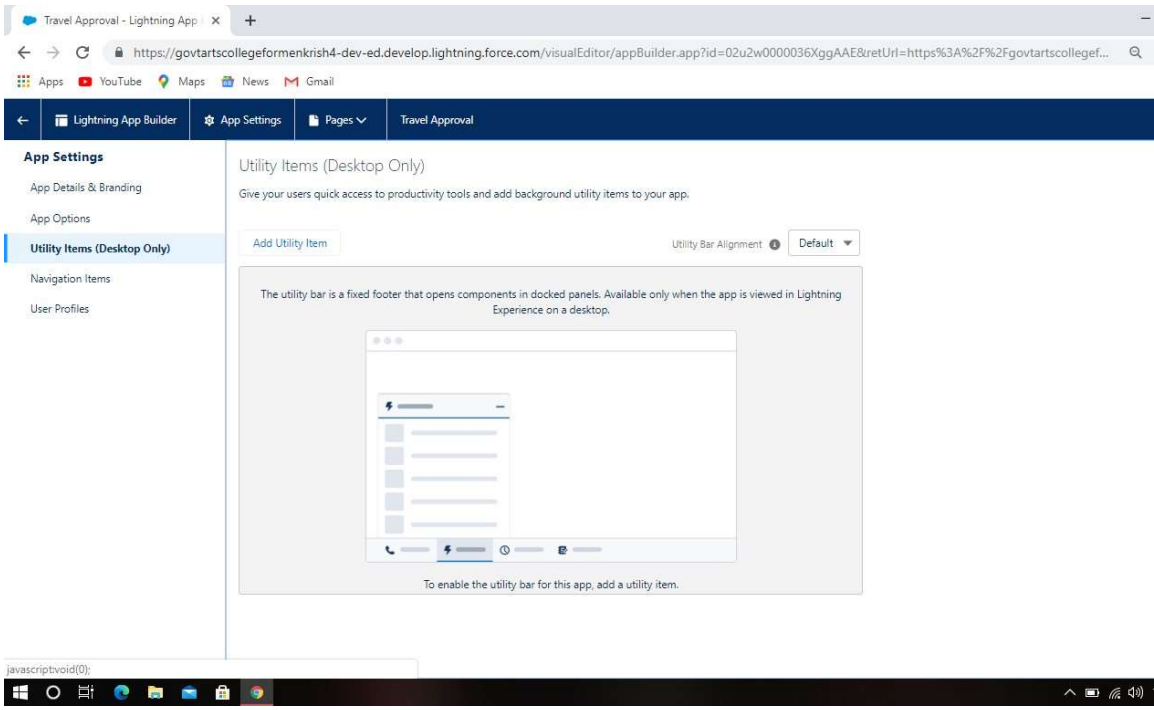
Gmail
Lightning App Builder
App Settings
Pages
Travel Approval
App Settings
App Details & Branding
App Options
Utility Items (Desktop Only)
Navigation Items
User Profiles
Navigation Items
Choose the items to include in the app, and arrange the order in which they appear. Users can personalize the navigation to add or move items, but users can't remove or rename the items that y
navigation items are available only for phone or only for desktop. These items are dropped from the navigation bar when the app is viewed in a format that the item doesn't support.
Available Items
Create
Type to filter list...
Accounts
Alert Settings
All Sites
Alternative Payment Methods
App Launcher
Appointment Invitations
Approval Requests
Asset Action Sources
Asset Actions
Asset State Periods
Selected Items
Travel Approvals
Expense Items
Reports
Dashboards
Events
Departments
Attendeess
Speakers
Vendor
Students
Menus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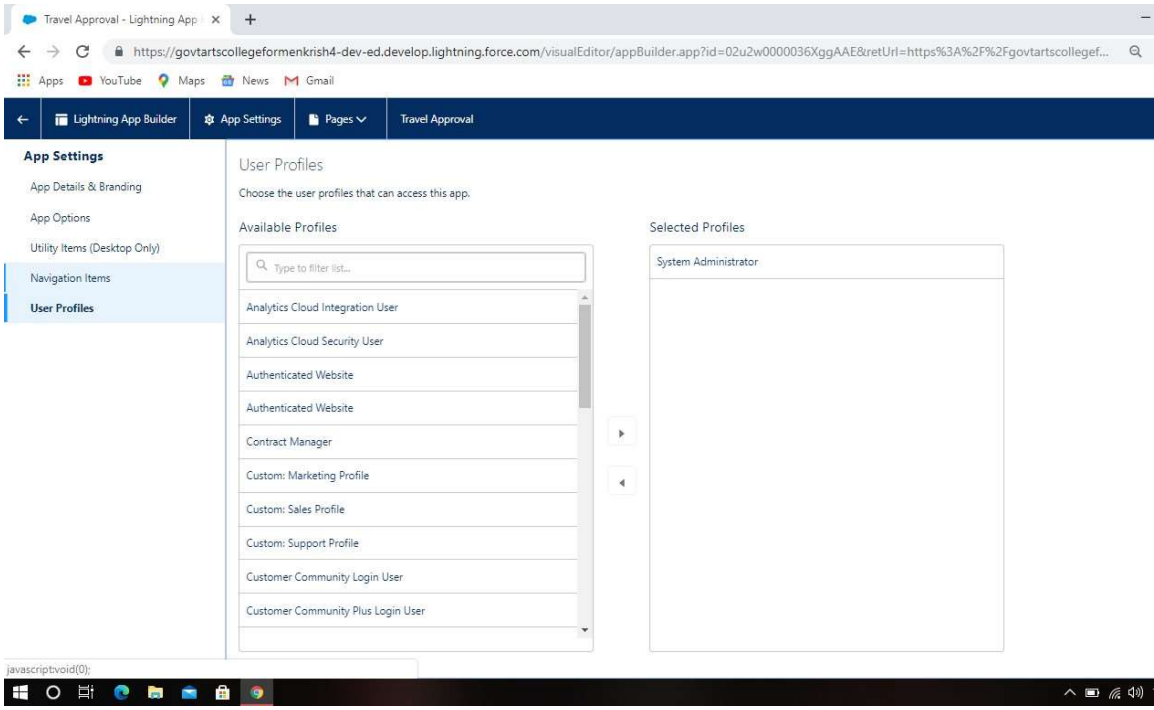
Lightning App Builder
App Settings
Pages
Travel Approval
App Settings
App Details & Branding
App Options
Utility Items (Desktop Only)
Navigation Items
User Profiles
Utility Items (Desktop Only)
Give your users quick access to productivity tools and add background utility items to your app.
Add Utility Item
Utility Bar Alignment
Default
The utility bar is a fixed footer that opens components in docked panels. Available only when the app is viewed in Lightning Experience on a desktop.
To enable the utility bar for this app, add a utility item.
javascript:void(0);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Maps
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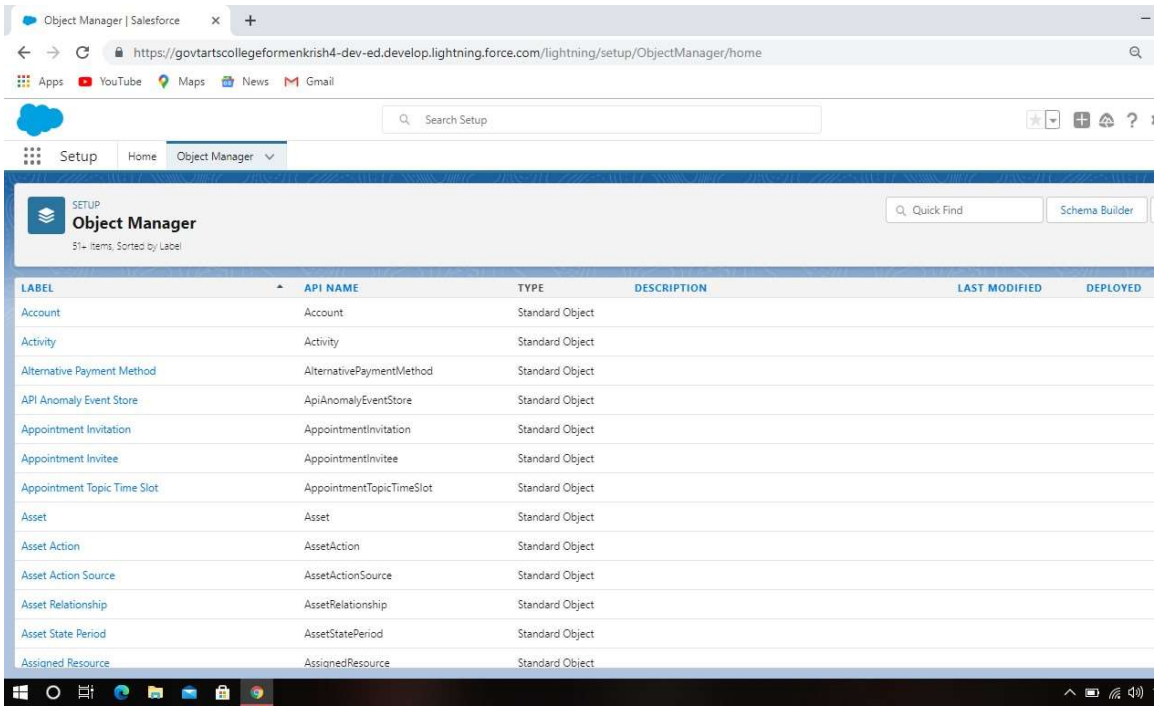
Lightning App Builder
App Settings
Pages
Travel Approval
App Settings
App Details & Branding
App Options
Utility Items (Desktop Only)
Navigation Items
User Profiles
User Profiles
Choose the user profiles that can access this app.
Available Profiles
Type to filter list...
Analytics Cloud Integration User
Analytics Cloud Security User
Authenticated Website
Authenticated Website
Contract Manager
Custom: Marketing Profile
Custom: Sales Profile
Custom: Support Profile
Customer Community Login User
Customer Community Plus Login User
Selected Profiles
System Administrator
javascriptvoid(0);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Object Manager
SETUP
Object Manager
51+ items, Sorted by Label
Quick Find
Schema Builder
LABEL
API NAME
TYPE
DESCRIPTION
LAST MODIFIED
DEPLOYED
Account
Account
Standard Object
Activity
Activity
Standard Object
Alternative Payment Method
AlternativePaymentMethod
Standard Object
API Anomaly Event Store
ApiAnomalyEventStore
Standard Object
Appointment Invitation
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Asset Action
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Asset State Period
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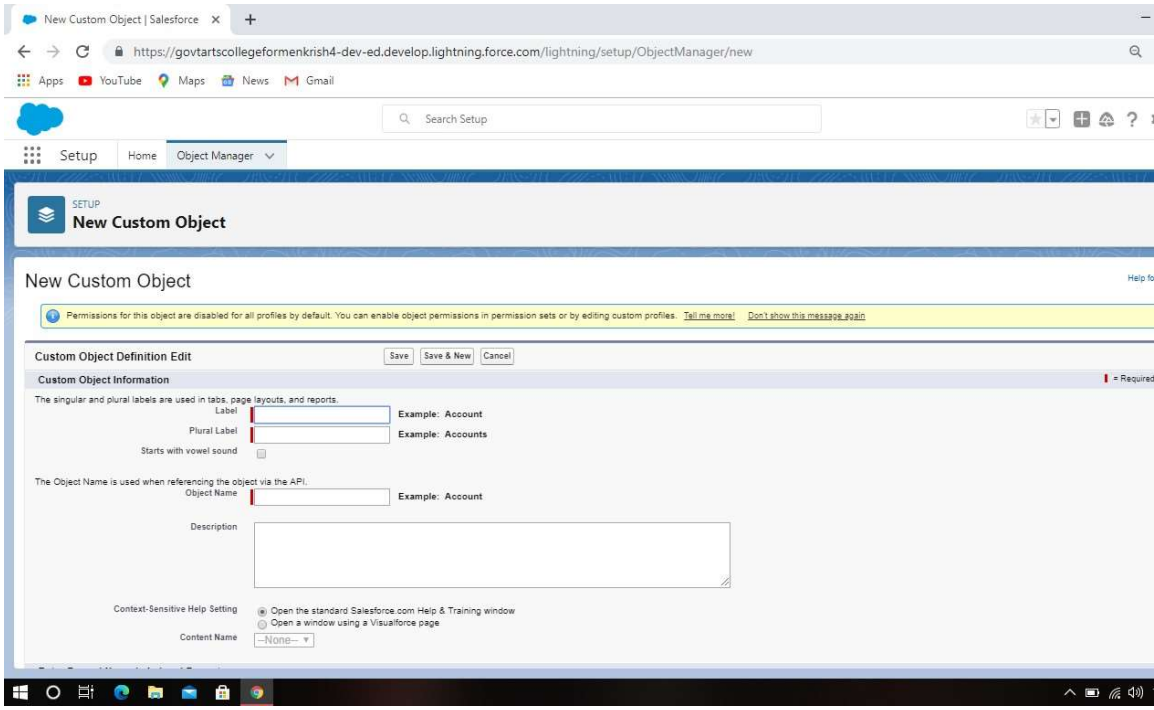
Standard Object


New Custom Object | Salesforce
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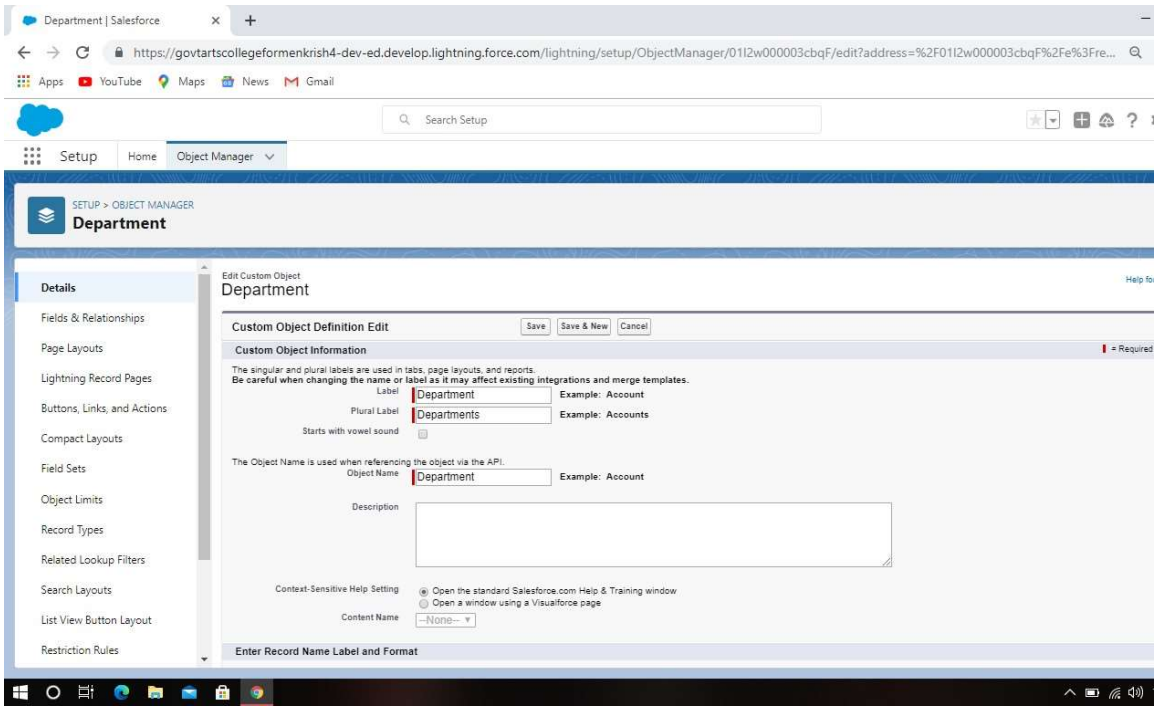
Apps YouTube Maps News Gmail
Search Setup
Setup Home Object Manager
SETUP
New Custom Object
New Custom Object
Permissions for this object are disabled for all profiles by default. You can enable object permissions in permission sets or by editing custom profiles. Tell me more! Don't show this message again
Custom Object Definition Edit
Save Save & New Cancel
Custom Object Information
= Required
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
Context-Sensitive Help Setting
Open the standard Salesforce.com Help & Training window
Open a window using a Visualforce page
Content Name
--None--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Apps YouTube Maps News Gmail
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SETUP > OBJECT MANAGER
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Details
Fields & Relationships
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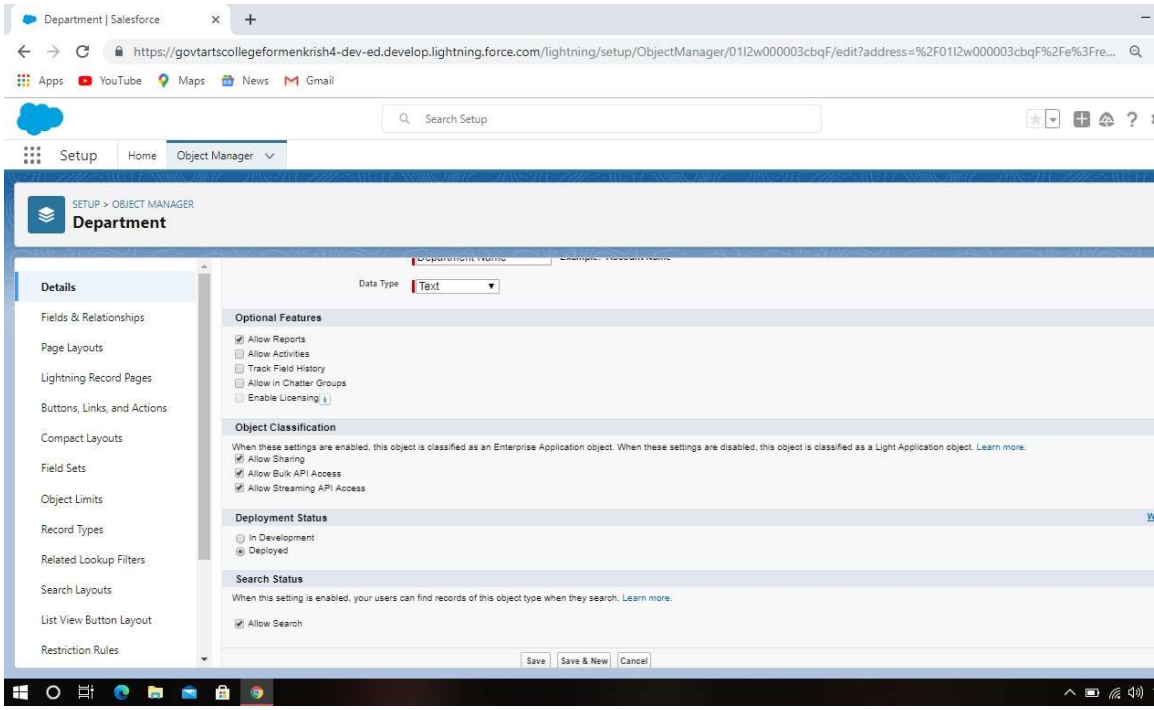
Lightning Record Pages
Buttons, Links, and Actions
Compact Layouts
Field Sets
Object Limits
Record Types
Related Lookup Filters
Search Layouts
List View Button Layout
Restriction Rules
Edit Custom Object
Department
Custom Object Definition Edit
Save Save & New Cancel
Custom Object Information
= Required
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
Department
Example: Account
Plural Label
Departments
Example: Accounts
Starts with vowel sound
The Object Name is used when referencing the object via the API.
Object Name
Department
Example: Account
Description
Context-Sensitive Help Setting
Open the standard Salesforce.com Help & Training window
Open a window using a Visualforce page
Content Name
--None--
Enter Record Name Label and Format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Compact Layouts
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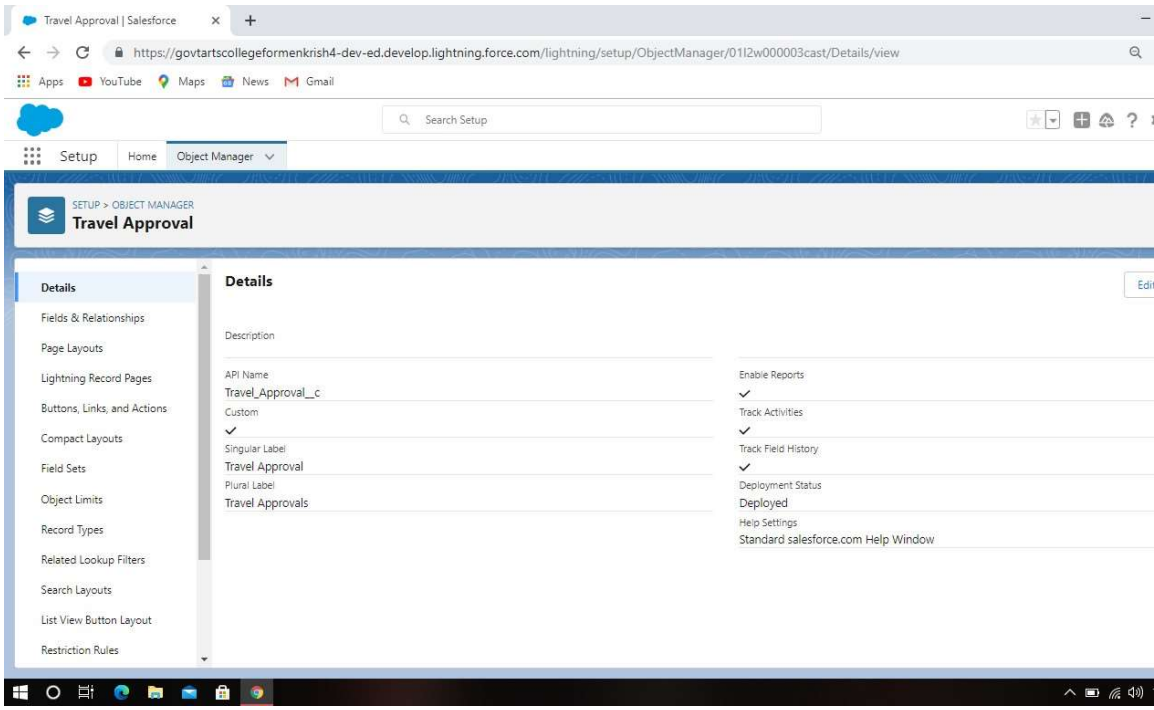
Object Limits
Record Types
Related Lookup Filters
Search Layouts
List View Button Layout
Restriction Rules
Data Type
Text
Optional Features
Allow Reports
Allow Activities
Track Field History
Allow in Chatter Groups
Enable Licensing
Object Classification
When these settings are enabled, this object is classified as an Enterprise Application object. When these settings are disabled, this object is classified as a Light Application object. Learn more.
Allow Sharing
Allow Bulk API Access
Allow Streaming API Access
Deployment Status
In Development
Deployed
Search Status
When this setting is enabled, your users can find records of this object type when they search. Learn more.
Allow Search
Save
Save & New
Cancel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List View Button Layout
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Track Field History
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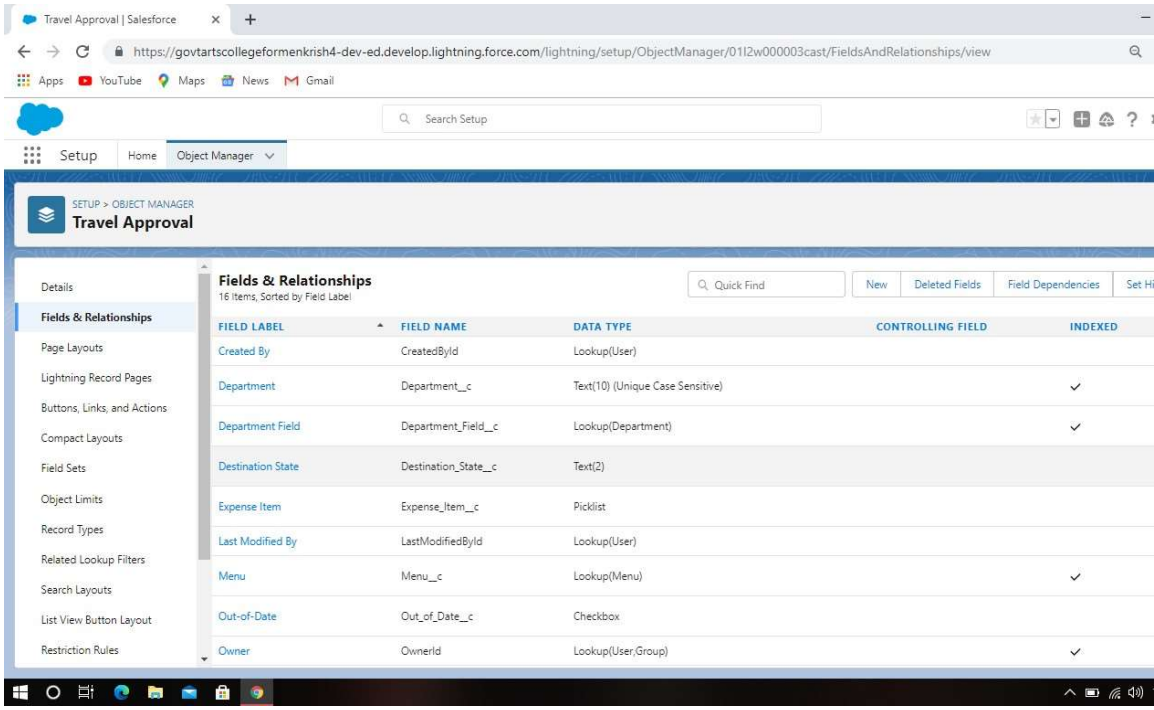
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Record Types
Related Lookup Filters
Search Layouts
List View Button Layout
Restriction Rules
Fields & Relationships
16 Items, Sorted by Field Label
Quick Find
New
Deleted Fields
Field Dependencies
FIELD LABEL
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Lookup(User)
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Lookup(Department)
Destination State
Destination_State__c
Text(2)
Expense Item
Expense_Item__c
Picklist
Last Modified By
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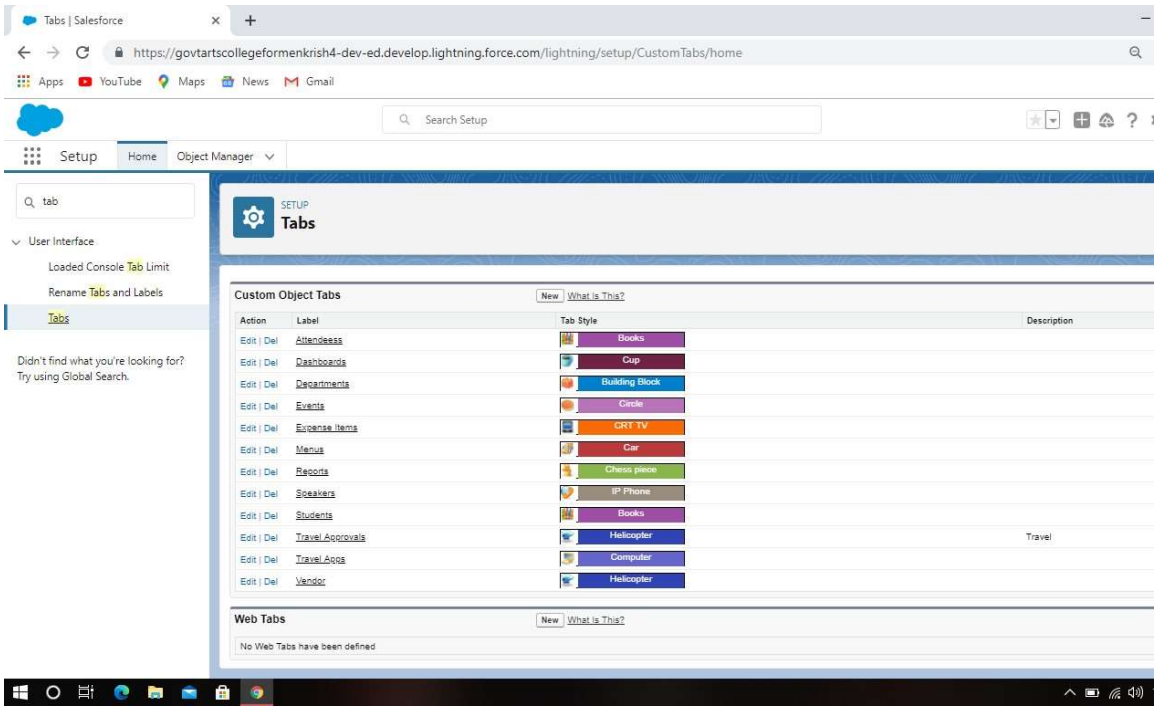
Lookup(User)
Menu
Menu__c
Lookup(Menu)
Out-of-Date
Out_of_Date__c
Checkbox
Owner
OwnerId
Lookup(User,Group)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User Interface
Loaded Console Tab Limit
Rename Tabs and Labels
Tabs
Didn't find what you're looking for?
Try using Global Search.
SETUP
Tabs
Custom Object Tabs
New What is This?
Action
Label
Tab Style
Description
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Edit | Del Dashboards Cup
Edit | Del Departments Building Block
Edit | Del Events Circle
Edit | Del Expense Items CRT TV
Edit | Del Menus Car
Edit | Del Reports Chess piece
Edit | Del Speakers IP Phone
Edit | Del Students Books
Edit | Del Travel Approvals Helicopter Travel
Edit | Del Travel Apps Computer
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Web Tabs
New What is This?
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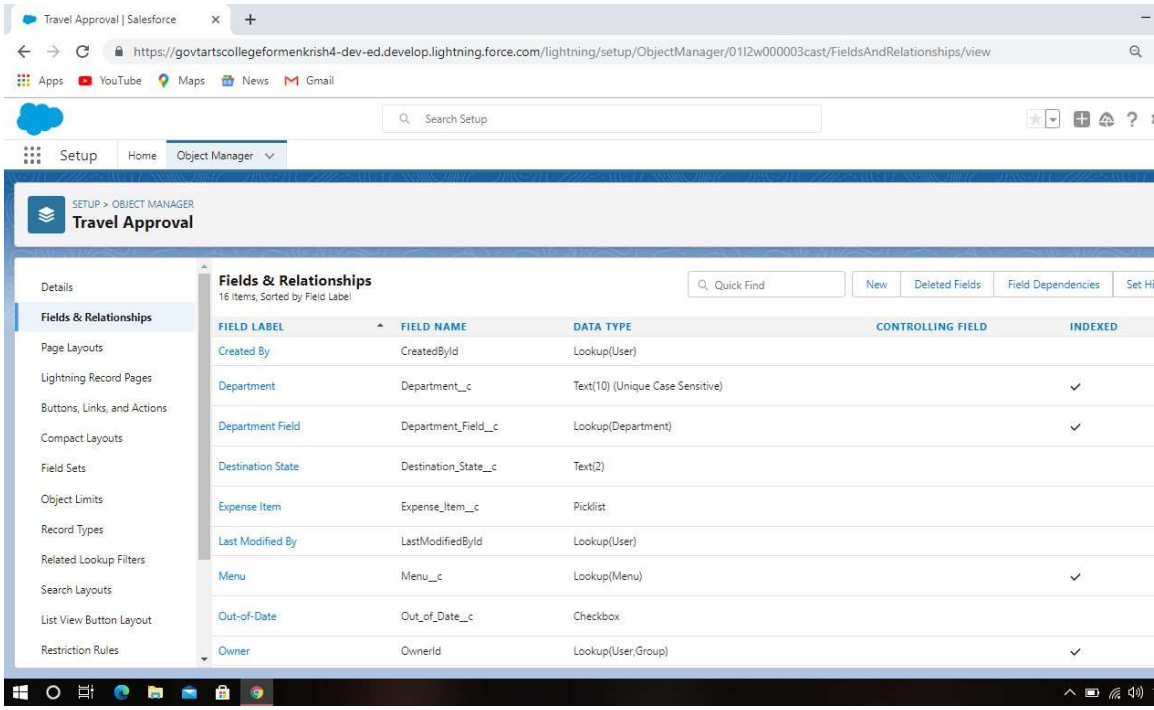
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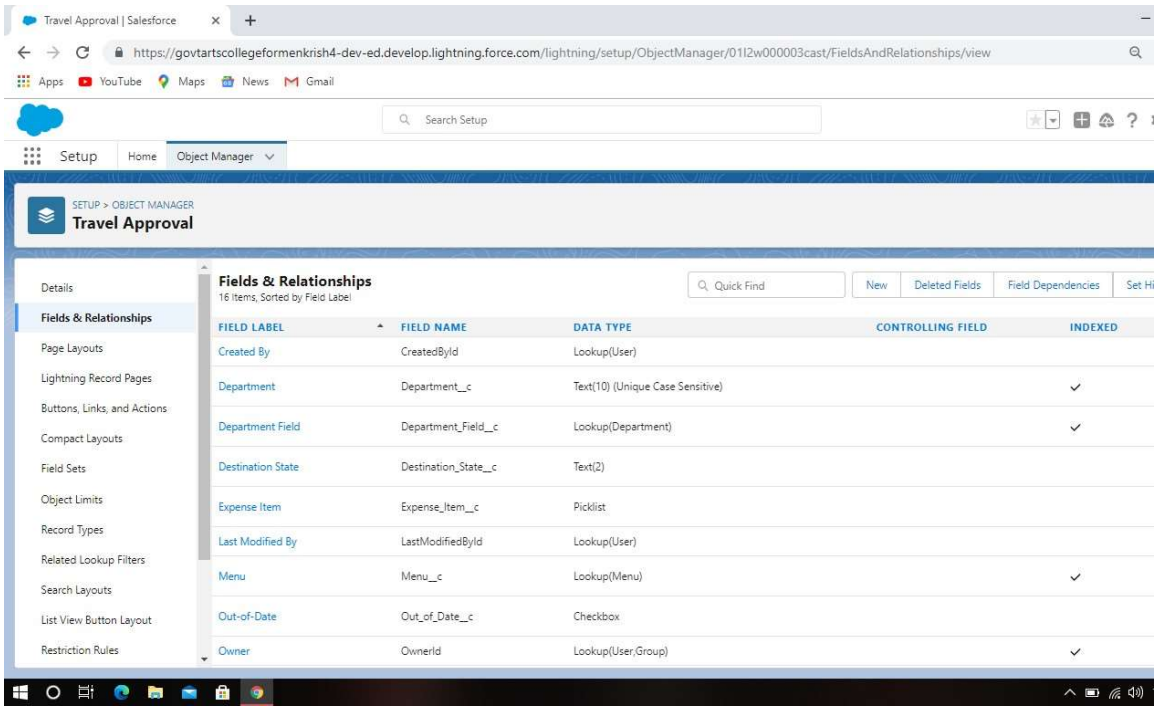
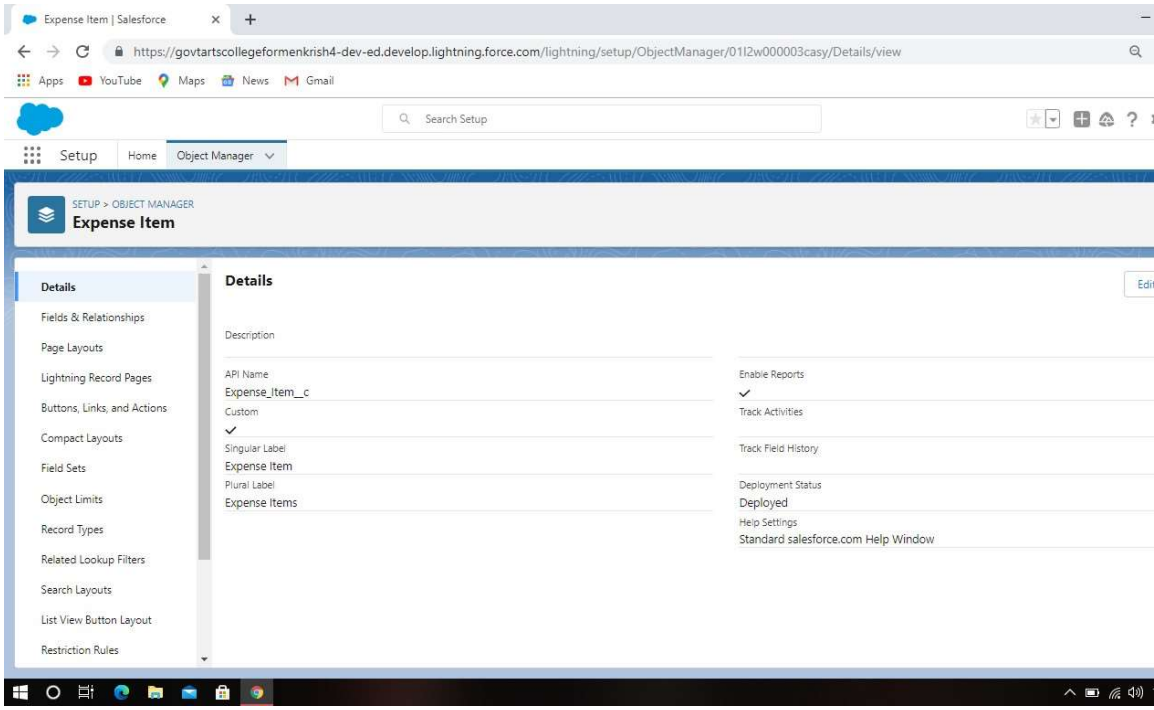
Related Lookup Filters
Search Layouts
List View Button Layout
Restriction Rules
Fields & Relationships
16 items, Sorted by Field Label
Quick Find
New
Deleted Fields
Field Dependencies
FIELD LABEL
FIELD NAME
DATA TYPE
CONTROLLING FIELD
INDEXED
Created By
CreatedById
Lookup(User)
Department
Department__c
Text(10) (Unique Case Sensitive)
Department Field
Department_Field__c
Lookup(Department)
Destination State
Destination_State__c
Text(2)
Expense Item
Expense_Item__c
Picklist
Last Modified By
LastModifiedById
Lookup(User)
Menu
Menu__c
Lookup(Menu)
Out-of-Date
Out_of_Date__c
Checkbox
Owner
OwnerId
Lookup(User,Group)


Travel Approval | Salesforce
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/01I2w000003cast/FieldsAndRelationships/view
Apps
YouTube
Maps
News
Gmail
Search Setup
Setup
Home
Object Manager
SETUP > OBJECT MANAGER
Travel Approval
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
Fields & Relationships
16 items, Sorted by Field Label
Quick Find
New
Deleted Fields
Field Dependencies
FIELD LABEL
FIELD NAME
DATA TYPE
CONTROLLING FIELD
INDEXED
Created By
CreatedById
Lookup(User)
Department
Department__c
Text(10) (Unique Case Sensitive)
Department Field
Department_Field__c
Lookup(Department)
Destination State
Destination_State__c
Text(2)
Expense Item
Expense_Item__c
Picklist
Last Modified By
LastModifiedById
Lookup(User)
Menu
Menu__c
Lookup(Menu)
Out-of-Date
Out_of_Date__c
Checkbox
Owner
OwnerId
Lookup(User,Group)


Expense Item | Salesforce
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/01I2w000003casy/Details/view
Apps
YouTube
Maps
News
Gmail
Search Setup
Setup
Home
Object Manager
SETUP > OBJECT MANAGER
Expense Item
Details
Fields & Relationships
Page Layouts
Lightning Record Pages
Buttons, Links, and Actions
Compact Layouts
Field Sets
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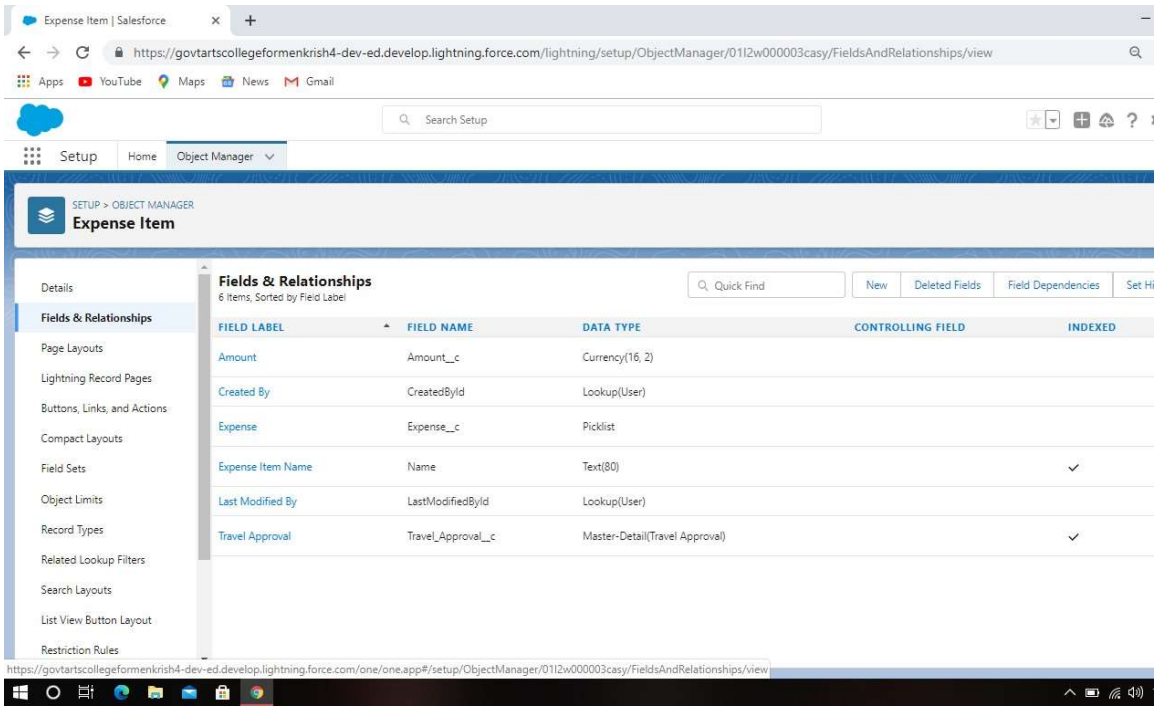
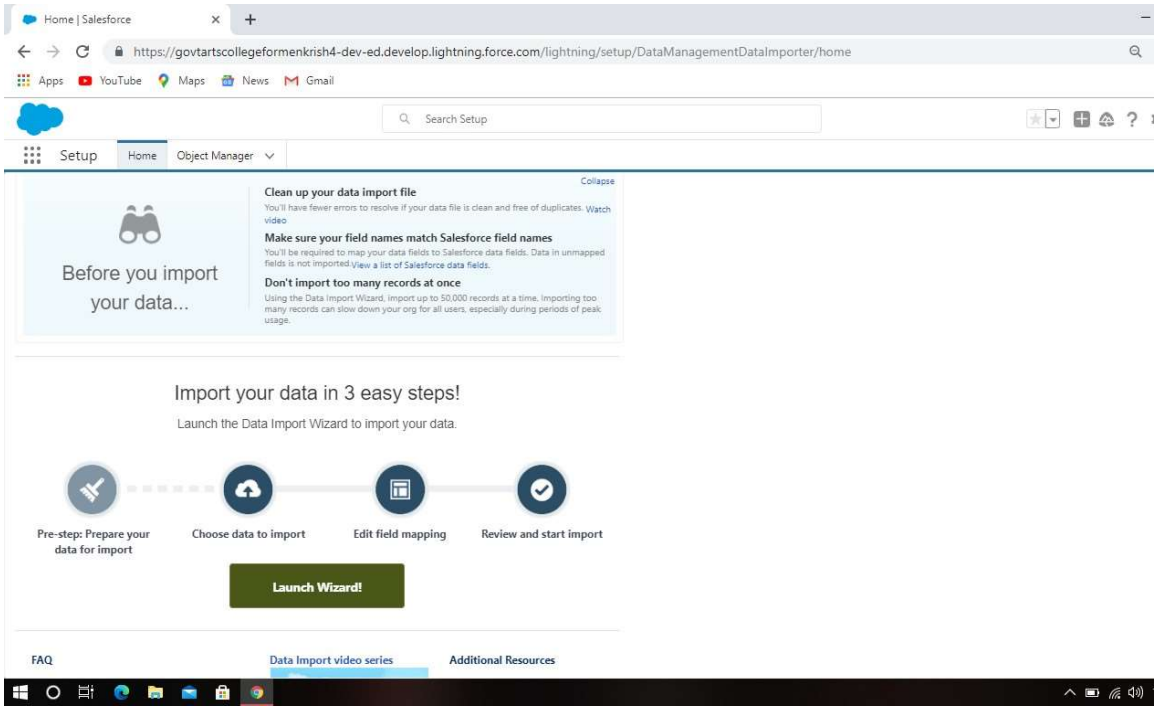
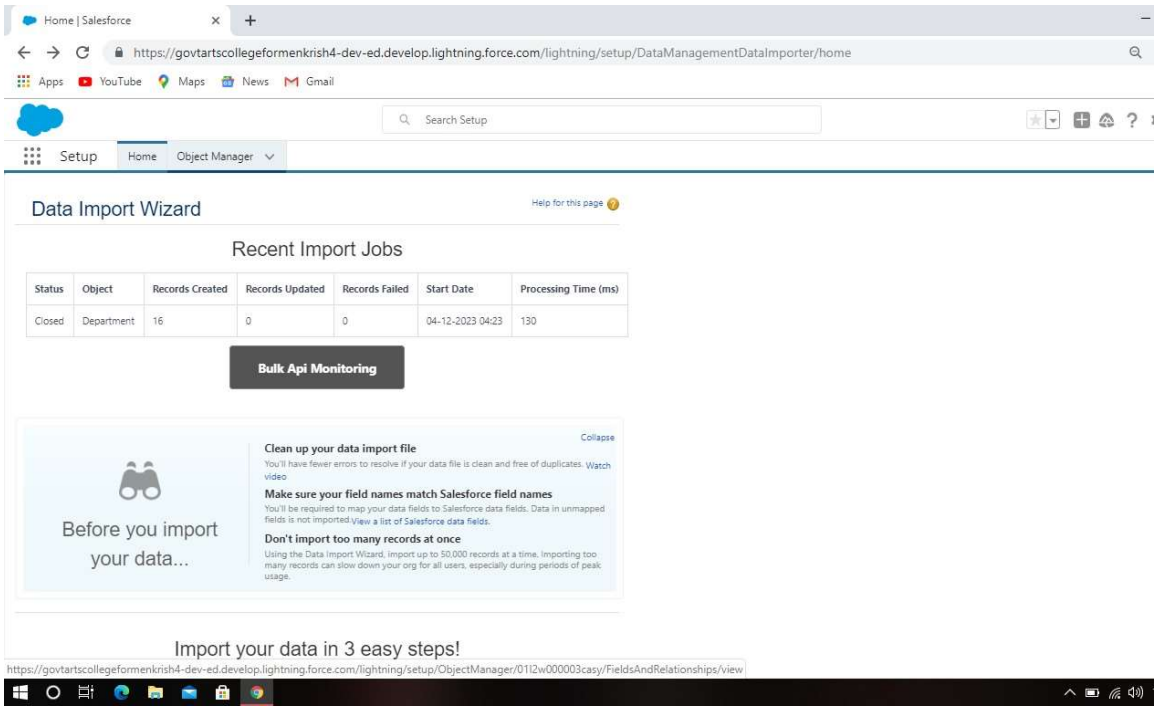
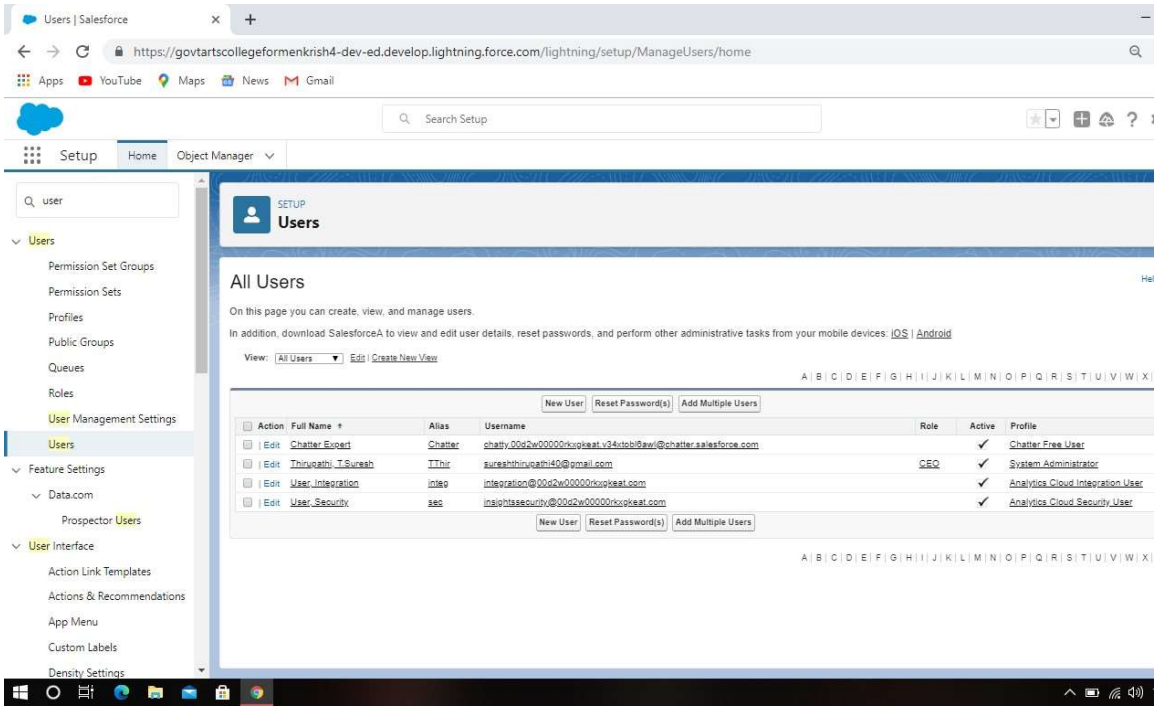
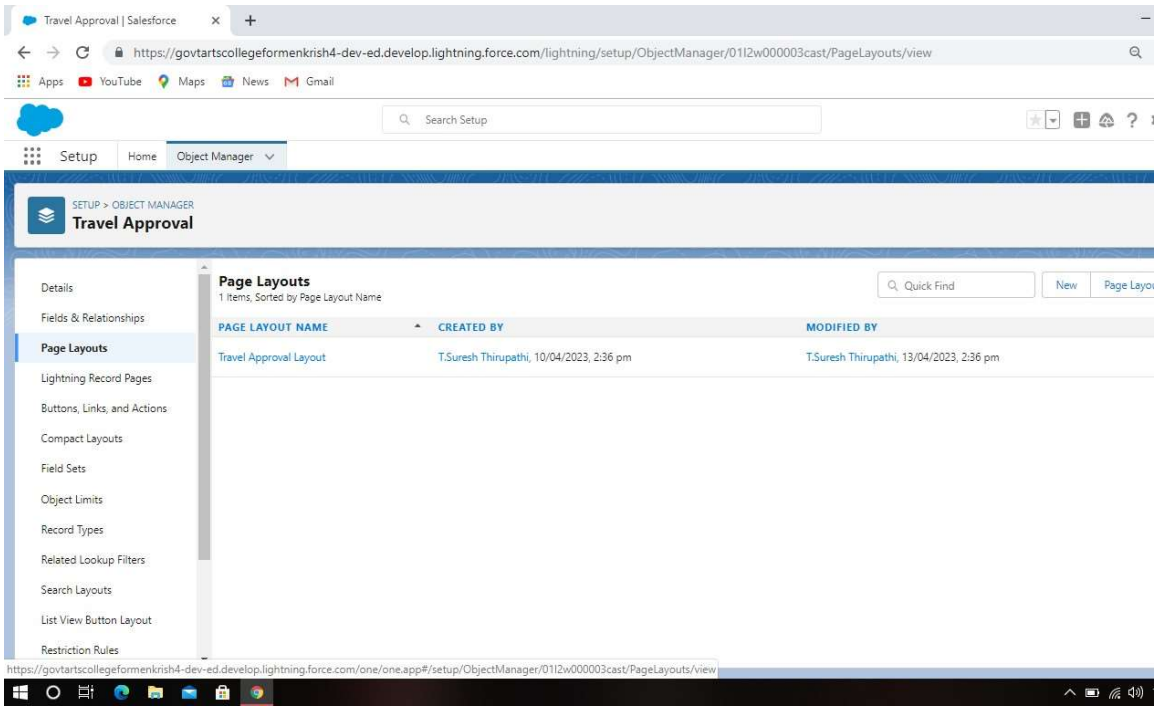
Record Types
Related Lookup Filters
Search Layouts
List View Button Layout
Restriction Rules
Details
Edit
Description
API Name
Expense_Item__c
Custom
Singular Label
Expense Item
Plural Label
Expense Items
Enable Reports
Track Activities
Track Field History
Deployment Status
Deployed
Help Settings
Standard salesforce.com Help Window


Expense Item | Salesforce
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/01I2w000003casy/FieldsAndRelationships/view
Apps
YouTube
Maps
News
Gmail
Search Setup
Setup
Home
Object Manager
SETUP > OBJECT MANAGER
Expense Item
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
Fields & Relationships
6 Items, Sorted by Field Label
Quick Find
New
Deleted Fields
Field Dependencies
FIELD LABEL
FIELD NAME
DATA TYPE
CONTROLLING FIELD
INDEXED
Amount
Amount__c
Currency(16, 2)
Created By
CreatedById
Lookup(User)
Expense
Expense__c
Picklist
Expense Item Name
Name
Text(80)
Last Modified By
LastModifiedById
Lookup(User)
Travel Approval
Travel_Approval__c
Master-Detail(Travel Approval)
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/one/one.app#/setup/ObjectManager/01I2w000003casy/FieldsAndRelationships/view


Home | Salesforce
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/lightning/setup/DataManagementDataImporter/home
Apps
YouTube
Maps
News
Gmail
Search Setup
Setup
Home
Object Manager
Collapse
Clean up your data import file
You'll have fewer errors to resolve if your data file is clean and free of duplicates. Watch video
Make sure your field names match Salesforce field names
You'll be required to map your data fields to Salesforce data fields. Data in unmapped fields is not imported. View a list of Salesforce data fields.
Don't import too many records at once
Using the Data Import Wizard, import up to 50,000 records at a time. Importing too many records can slow down your org for all users, especially during periods of peak usage.
Before you import your data...
Import your data in 3 easy steps!
Launch the Data Import Wizard to import your data.
Pre-step: Prepare your data for import
Choose data to import
Edit field mapping
Review and start import
Launch Wizard!
FAQ
Data Import video series
Additional Resources


Home | Salesforce
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/lightning/setup/DataManagementDataImporter/home
Apps
YouTube
Maps
News
Gmail
Search Setup
Setup
Home
Object Manager
Data Import Wizard
Help for this page
Recent Import Jobs
Status
Object
Records Created
Records Updated
Records Failed
Start Date
Processing Time (ms)
Closed
Department
16
0
0
04-12-2023 04:23
130
Bulk Api Monitoring
Collapse
Clean up your data import file
You'll have fewer errors to resolve if your data file is clean and free of duplicates. Watch video
Make sure your field names match Salesforce field names
You'll be required to map your data fields to Salesforce data fields. Data in unmapped fields is not imported. View a list of Salesforce data fields.
Don't import too many records at once
Using the Data Import Wizard, import up to 50,000 records at a time. Importing too many records can slow down your org for all users, especially during periods of peak usage.
Before you import your data...
Import your data in 3 easy steps!
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/01I2w000003casy/FieldsAndRelationships/view


Users | Salesforce
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/lightning/setup/ManageUsers/home
Apps
YouTube
Maps
News
Gmail
Search Setup
Setup
Home
Object Manager
user
Users
Permission Set Groups
Permission Sets
Profiles
Public Groups
Queues
Roles
User Management Settings
Users
Feature Settings
Data.com
Prospector Users
User Interface
Action Link Templates
Actions & Recommendations
App Menu
Custom Labels
Density Settings
SETUP
Users
All Users
On this page you can create, view, and manage users.
In addition, download SalesforceA to view and edit user details, reset passwords, and perform other administrative tasks from your mobile devices: iOS | Android
View: All Users
Edit | Create New View
New User
Reset Password(s)
Add Multiple Users
Action
Full Name
Alias
Username
Role
Active
Profile
Edit
Chatter Expert
Chatter
chatty.00d2w00000rkxgkeat.v34xtobl8awi@chatter.salesforce.com
Chatter Free User
Thirupathi, T.Suresh
TThir
sureshthirupathi40@gmail.com
CEO
System Administrator
User, Integration
integ
integration@00d2w00000rkxgkeat.com
Analytics Cloud Integration User
User, Security
sec
insightssecurity@00d2w00000rkxgkeat.com
Analytics Cloud Security User


Travel Approval | Salesforce
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/01I2w000003cast/PageLayouts/view
Apps
YouTube
Maps
News
Gmail
Search Setup
Setup
Home
Object Manager
SETUP > OBJECT MANAGER
Travel Approval
Details
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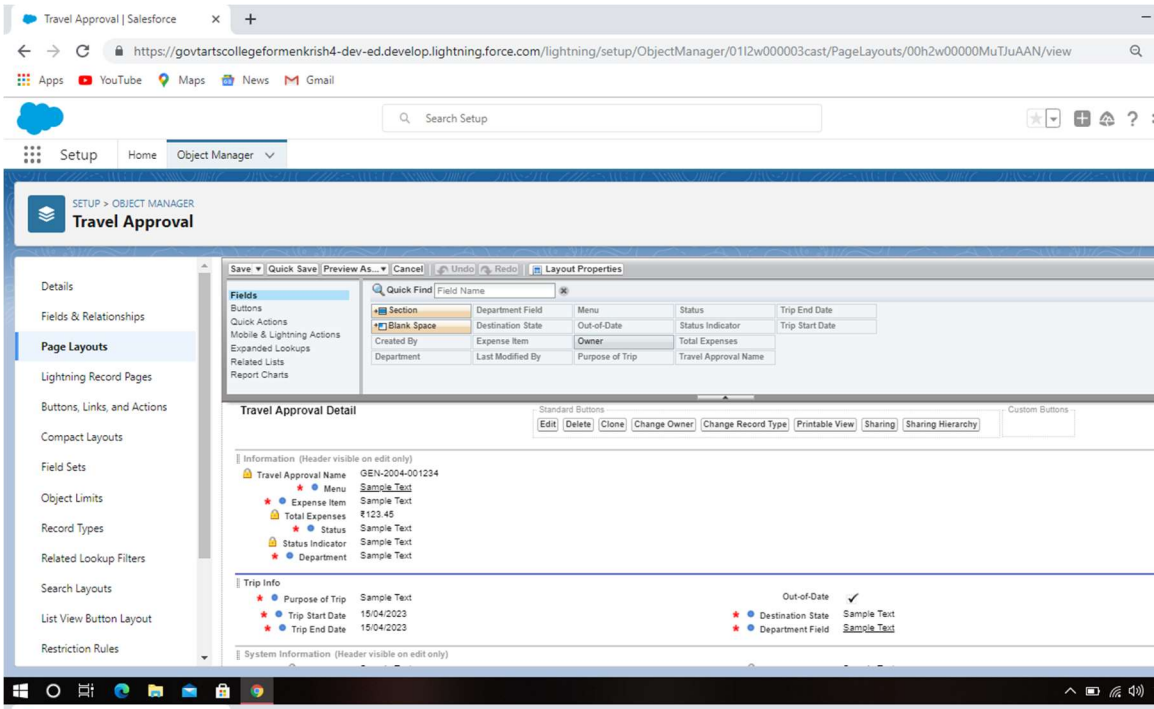
Record Types
Related Lookup Filters
Search Layouts
List View Button Layout
Restriction Rules
Page Layouts
1 Items, Sorted by Page Layout Name
Quick Find
New
PAGE LAYOUT NAME
CREATED BY
MODIFIED BY
Travel Approval Layout
T.Suresh Thirupathi, 10/04/2023, 2:36 pm
T.Suresh Thirupathi, 13/04/2023, 2:36 pm
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/one/one.app#/setup/ObjectManager/01I2w000003cast/PageLayouts/view


Travel Approval | Salesforce
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/01I2w000003cast/PageLayouts/00h2w00000MuTJuAAN/view
Apps
YouTube
Maps
News
Gmail
Search Setup
Setup
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Object Manager
SETUP > OBJECT MANAGER
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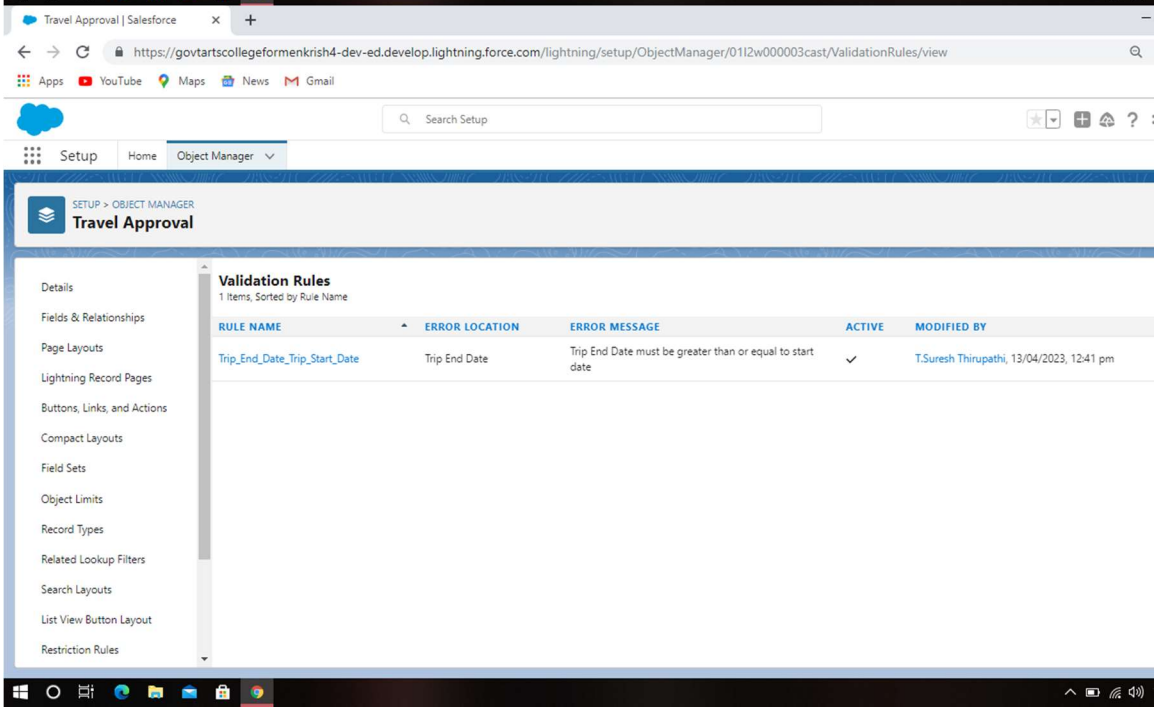
Restriction Rules
Save
Quick Save
Preview As...
Cancel
Undo
Redo
Layout Properties
Fields
Buttons
Quick Actions
Mobile & Lightning Actions
Expanded Lookups
Related Lists
Report Charts
Quick Find
Field Name
Section
Blank Space
Created By
Department
Department Field
Destination State
Expense Item
Last Modified By
Menu
Out-of-Date
Owner
Purpose of Trip
Status
Status Indicator
Total Expenses
Travel Approval Name
Trip End Date
Trip Start Date
Travel Approval Detail
Standard Buttons
Edit
Delete
Clone
Change Owner
Change Record Type
Printable View
Sharing
Sharing Hierarchy
Custom Buttons
Information (Header visible on edit only)
Travel Approval Name
GEN-2004-001234
Menu
Sample Text
Expense Item
Sample Text
Total Expenses
₹123.45
Status
Sample Text
Status Indicator
Sample Text
Department
Sample Text
Trip Info
Purpose of Trip
Sample Text
Trip Start Date
15/04/2023
Trip End Date
15/04/2023
Out-of-Date
Destination State
Sample Text
Department Field
Sample Text
System Information (Header visible on edit only)


Travel Approval | Salesforce
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/01I2w000003cast/ValidationRules/view
Apps
YouTube
Maps
News
Gmail
Search Setup
Setup
Home
Object Manager
SETUP > OBJECT MANAGER
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Fields & Relationships
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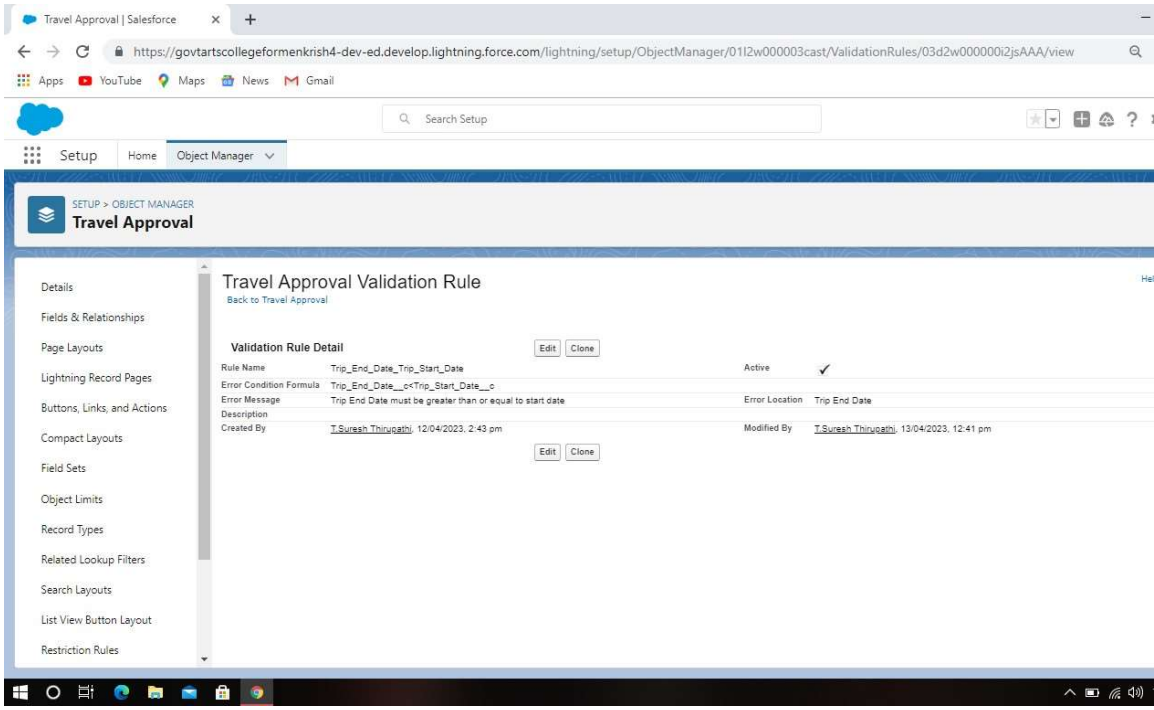
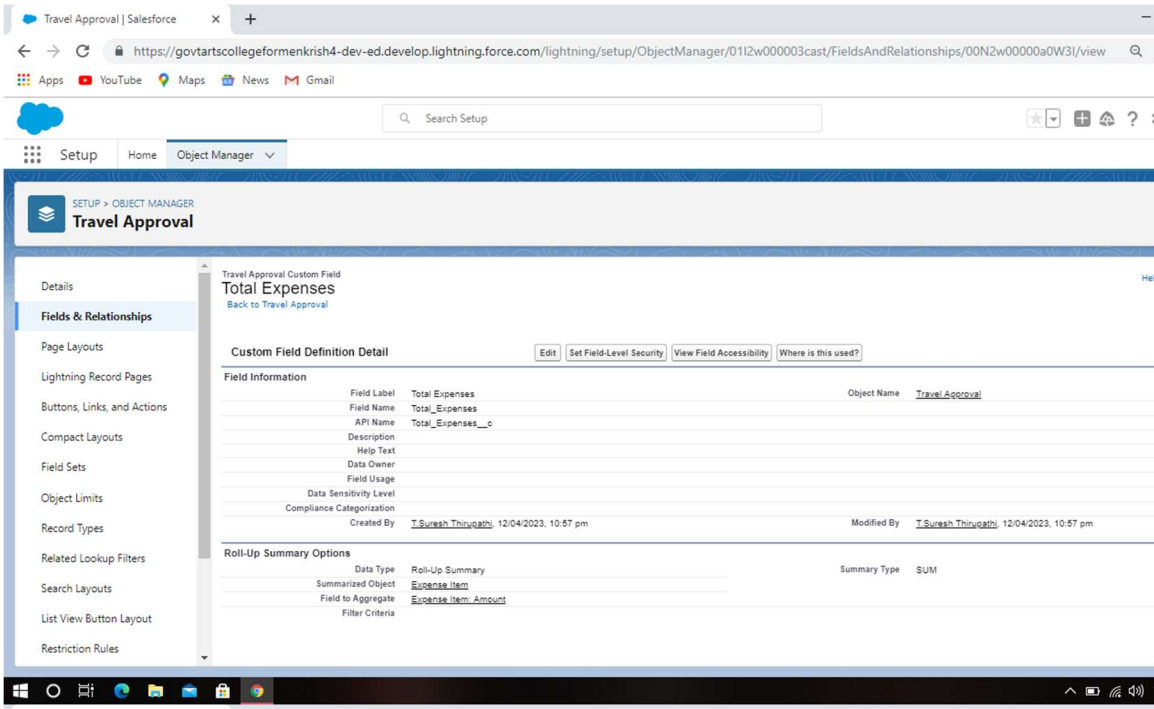
Object Limits
Record Types
Related Lookup Filters
Search Layouts
List View Button Layout
Restriction Rules
Validation Rules
1 Items, Sorted by Rule Name
RULE NAME
ERROR LOCATION
ERROR MESSAGE
ACTIVE
MODIFIED BY
Trip_End_Date_Trip_Start_Date
Trip End Date
Trip End Date must be greater than or equal to start date
T.Suresh Thirupathi, 13/04/2023, 12:41 pm


Travel Approval | Salesforce
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/01I2w000003cast/ValidationRules/03d2w000000i2jsAAA/view
Apps
YouTube
Maps
News
Gmail
Search Setup
Setup
Home
Object Manager
SETUP > OBJECT MANAGER
Travel Approval
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
Travel Approval Validation Rule
Back to Travel Approval
Validation Rule Detail
Edit
Clone
Rule Name
Trip_End_Date_Trip_Start_Date
Active
Error Condition Formula
Trip_End_Date__c<Trip_Start_Date__c
Error Message
Trip End Date must be greater than or equal to start date
Error Location
Trip End Date
Description
Created By
T.Suresh Thirupathi, 12/04/2023, 2:43 pm
Modified By
T.Suresh Thirupathi, 13/04/2023, 12:41 pm
Edit
Clone


Travel Approval | Salesforce
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/01I2w000003cast/FieldsAndRelationships/00N2w00000a0W3I/view
Apps
YouTube
Maps
News
Gmail
Search Setup
Setup
Home
Object Manager
SETUP > OBJECT MANAGER
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Fields & Relationships
Page Layouts
Lightning Record Pages
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Field Sets
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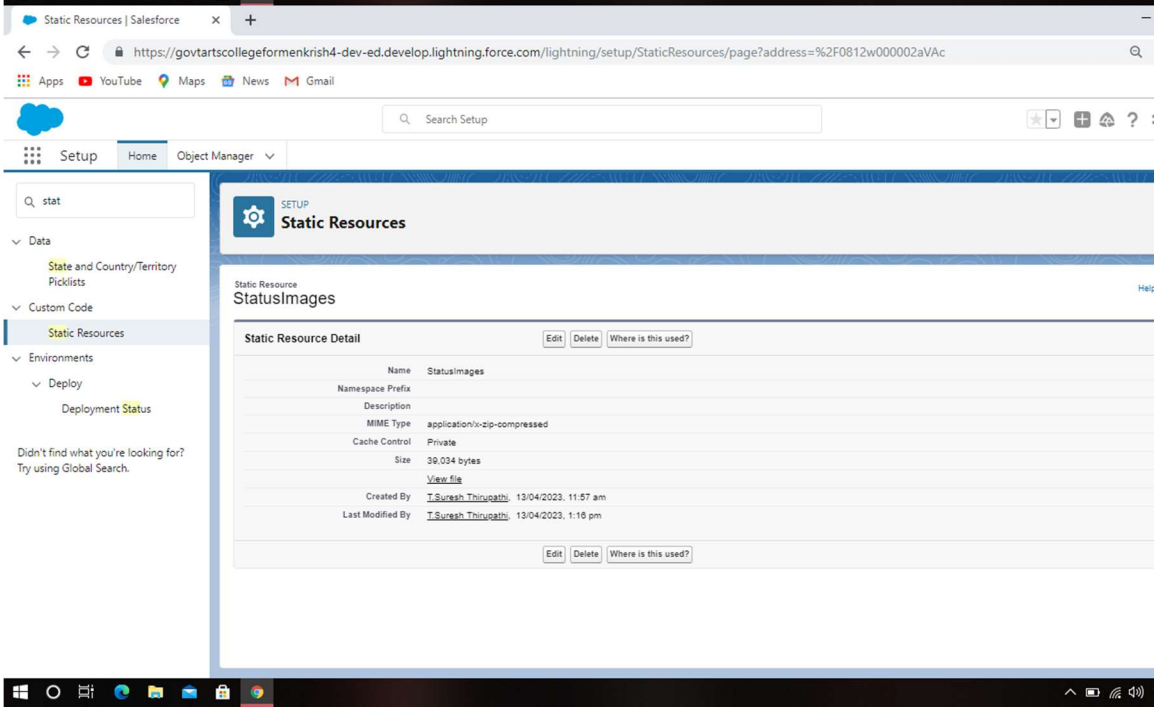
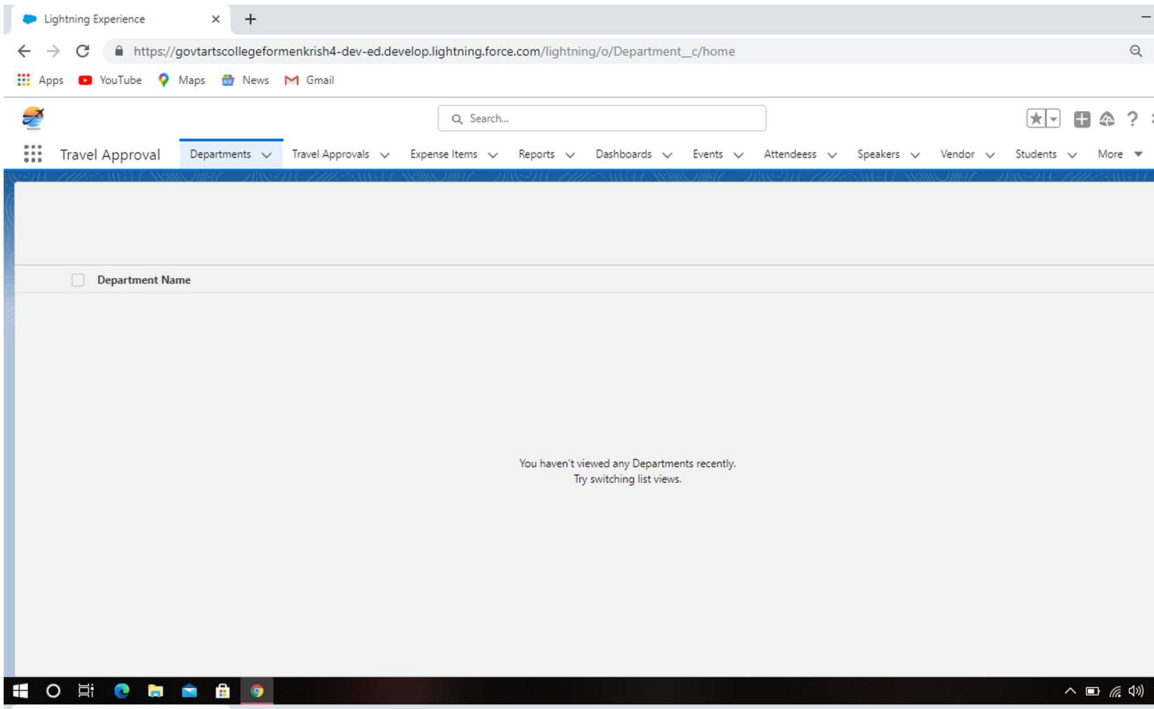
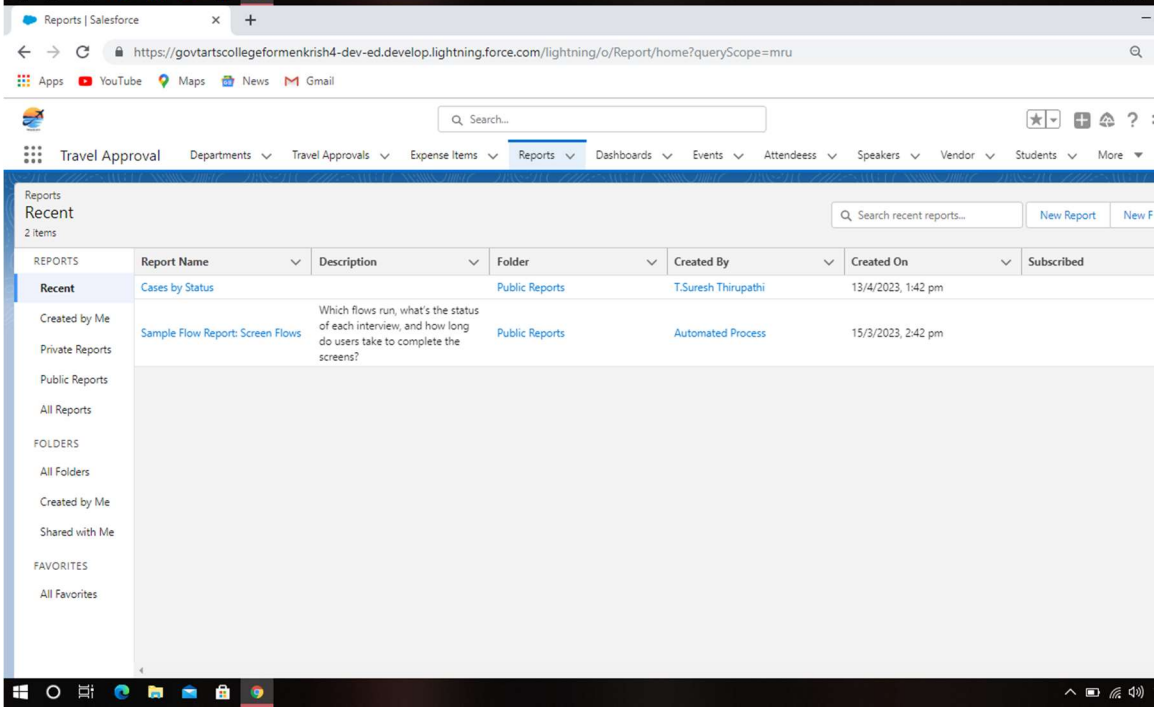
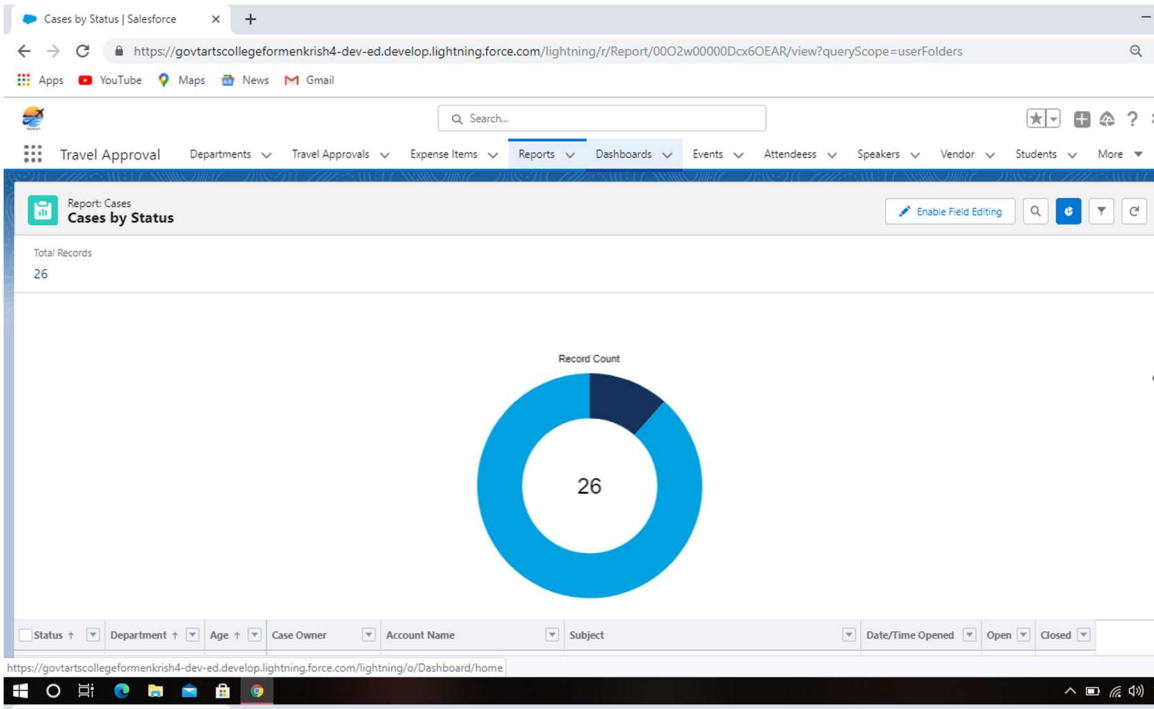
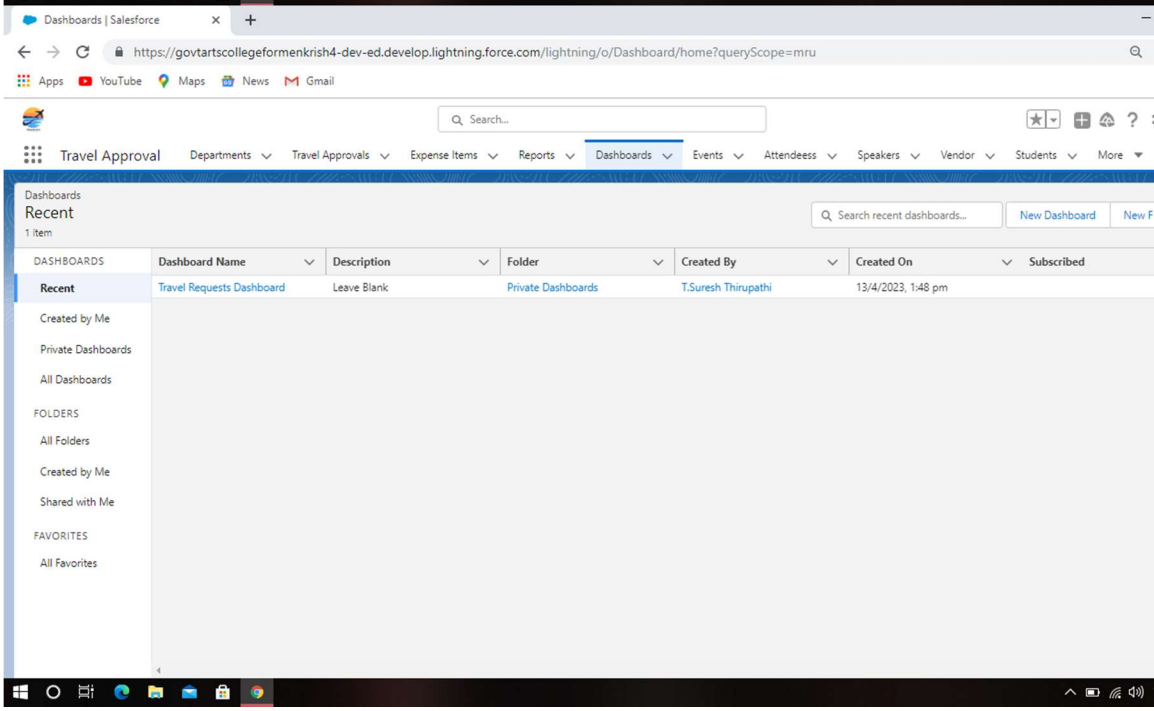
Record Types
Related Lookup Filters
Search Layouts
List View Button Layout
Restriction Rules
Travel Approval Custom Field
Total Expenses
Back to Travel Approval
Custom Field Definition Detail
Edit
Set Field-Level Security
View Field Accessibility
Where is this used?
Field Information
Field Label
Total Expenses
Object Name
Travel Approval
Field Name
Total_Expenses
API Name
Total_Expenses__c
Description
Help Text
Data Owner
Field Usage
Data Sensitivity Level
Compliance Categorization
Created By
T.Suresh Thirupathi, 12/04/2023, 10:57 pm
Modified By
T.Suresh Thirupathi, 12/04/2023, 10:57 pm
Roll-Up Summary Options
Data Type
Roll-Up Summary
Summary Type
SUM
Summarized Object
Expense Item
Field to Aggregate
Expense Item: Amount
Filter Criteria

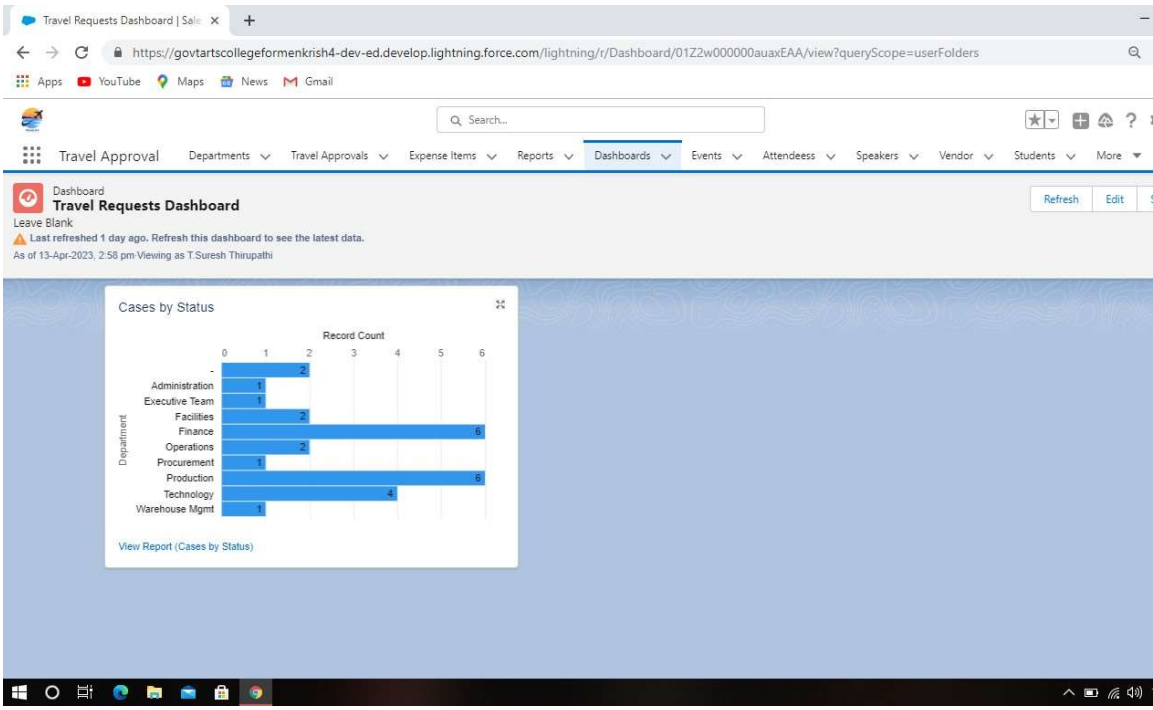

Static Resources | Salesforce
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/lightning/setup/StaticResources/page?address=%2F0812w000002aVAc
Apps
YouTube
Maps
News
Gmail
Search Setup
Setup
Home
Object Manager
stat
Data
State and Country/Territory Picklists
Custom Code
Static Resources
Environments
Deploy
Deployment Status
Didn't find what you're looking for?
Try using Global Search.
SETUP
Static Resources
Static Resource
StatusImages
Static Resource Detail
Edit
Delete
Where is this used?
Name
StatusImages
Namespace Prefix
Description
MIME Type
application/x-zip-compressed
Cache Control
Private
Size
39,034 bytes
View file
Created By
T.Suresh Thirupathi, 13/04/2023, 11:57 am
Last Modified By
T.Suresh Thirupathi, 13/04/2023, 1:16 pm
Edit
Delete
Where is this used?


Lightning Experience
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/lightning/o/Department__c/home
Apps
YouTube
Maps
News
Gmail
Search...
Travel Approval
Departments
Travel Approvals
Expense Items
Reports
Dashboards
Events
Attendeess
Speakers
Vendor
Students
More
Department Name
You haven't viewed any Departments recently.
Try switching list views.


Reports | Salesforce
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/lightning/o/Report/home?queryScope=mru
Apps
YouTube
Maps
News
Gmail
Search...
Travel Approval
Departments
Travel Approvals
Expense Items
Reports
Dashboards
Events
Attendeess
Speakers
Vendor
Students
More
Reports
Recent
2 items
Search recent reports...
New Report
REPORTS
Recent
Created by Me
Private Reports
Public Reports
All Reports
FOLDERS
All Folders
Created by Me
Shared with Me
FAVORITES
All Favorites
Report Name
Description
Folder
Created By
Created On
Subscribed
Cases by Status
Public Reports
T.Suresh Thirupathi
13/4/2023, 1:42 pm
Sample Flow Report: Screen Flows
Which flows run, what's the status of each interview, and how long do users take to complete the screens?
Public Reports
Automated Process
15/3/2023, 2:42 pm


Cases by Status | Salesforce
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/lightning/r/Report/00O2w00000Dcx6OEAR/view?queryScope=userFolders
Apps
YouTube
Maps
News
Gmail
Search...
Travel Approval
Departments
Travel Approvals
Expense Items
Reports
Dashboards
Events
Attendeess
Speakers
Vendor
Students
More
Report: Cases
Cases by Status
Enable Field Editing
Total Records
26
Record Count
26
Status
Department
Age
Case Owner
Account Name
Subject
Date/Time Opened
Open
Closed
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/lightning/o/Dashboard/home


Dashboards | Salesforce
https://govtartscollegeformenkrish4-dev-ed.develop.lightning.force.com/lightning/o/Dashboard/home?queryScope=mru
Apps
YouTube
Maps
News
Gmail
Search...
Travel Approval
Departments
Travel Approvals
Expense Items
Reports
Dashboards
Events
Attendeess
Speakers
Vendor
Students
More
Dashboards
Recent
1 item
Search recent dashboards...
New Dashboard
DASHBOARDS
Recent
Created by Me
Private Dashboards
All Dashboards
FOLDERS
All Folders
Created by Me
Shared with Me
FAVORITES
All Favorites
Dashboard Name
Description
Folder
Created By
Created On
Subscribed
Travel Requests Dashboard
Leave Blank
Private Dashboards
T.Suresh Thirupathi
13/4/2023, 1:48 pm



2 Trailhead Profile Public URL

Team Lead -
https://trailblazer.me/id/tselvan54
Team Member 1 -
https://trailblazer.me/id/Sujith15
Team Member 2 –
HTTPS://TRAILBLAZER.ME/ID/ARASU10
Team Member 3 -
HTTPS://TRAILBLAZER
.ME/ID/MTAMIZH

3 ADVANTAGES & DISADVANTAGE1.ADVANTAGES:

*** Develop stronger relationship**
***Employee Motivation**
***An opportunity to refresh and recharge**
***Improve retention**
***Attractnewstaff**

2.DISADVANTAGE

***Look into perks that all staff can enjoy**
***Have a virtual office party**
***Don't skip weekly one to ones**
***Encourage your staff to take a break.**

4 APPLICATIONS::

This document convers the following topics:

About the Sample Application
Prerequisites
Installing the Sample Application
Defining the Use of an External Web Browser
Starting the Sample Application
Logging in as an Employee for Requesting a Business Trip
Entering a Travel Request with Flight and Hotel Information
Adding Additional Expenses to Your Travel Request
Logging in as a Manager for Approving Travel Requests
Approving a Travel Request

5 CONCLUSION

As business travel trends evolve, employees expect freedom and better travel experiences. If you pay attention to your travel policy, review them often , update it, and ensure your employees are well informed ,you are on the right track. Also, by automating, you canofferabettertravelexperienceandensurethatyourtravelcompliancen umbersinimprove.

6 FUTURE SCOPE:

Identifytheemployeesunderthepurviewofthetravelpolicy.Linemanag ers, TMCs, sales, and service staff are examples of some employees under the gamut of travel policy.