Project Title   : CALCULATING FAMILY EXPENSES

                                    USING SERVICE NOW

          Team Id   : NM2025TMID18879

          Team Members   : 4

          Team Leader   : Thrisha Lakshmi. S

          Team Member 1   : Kowshika. K

          Team Member 2   : Yuvasri. V

          Team Member 3   : Sneha. V

Setting Up ServiceNow Instance

1. Sign up at ServiceNow Developer.

2. Go to "Personal Developer Instance".

3. Click "Request Instance" to create a new instance.

4. Fill in details and submit the request.

5. Check your email for instance details.

6. Log in using the provided credentials.
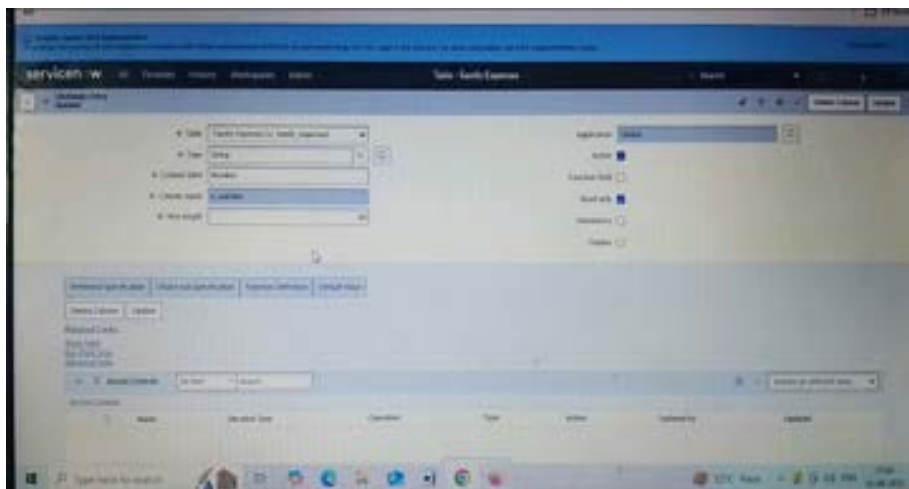
7. Start using your ServiceNow instance.

Creation of New Update Set

1. Go to all >> filter>> Local updates set >> new >>

   Enter details>> Submit and make Current

2. Same process again

Creation of family expenses table

1. Select >>all>> filter >>table>> new >>

   enter the details>> click on save .

<u>Creation of columns</u>

1. Double click near insert new row.

2. Give the details as

   column: label

   number type: string

3. Click on insert new pro again

   column table : date

   number type : date

4. column table : amount

    number type: integer

5. column table : Expenses detail

   number type: string

   Max length: 800

5. Click on Save.

Making number field and auto number

* Click on number .

* Go down and click advance view indifault view change it as use dynamic field

* Click all>> filter>> number>> maintenance>> new>> enter the details

* table: file expenses

* prefix: MFE

* Submit

* Confirm the form

* All >>filter >>family expenses >>new >>

   header right click there>> configure form design>>

   make number= ready only field

* make date, amount= mandatory field

Creation of daily expenses table

1. Go to all >> filter>> Local updates set >> new >>

   Enter details>> Submit and make Current

2. Same process again

Creation of columns(fields)

1. Double click near insert new row.

2. Give the details as

   column: label

   number

    type: string

3. Click on insert new pro again

   column table : date

   type : date

4. column table : Expenses

    type: integer

5. column table : Family member name

   type: reference

    Max length: 800

   column table : Comments

   type: String

    Max length: 800

5. Click on Save

Confirm the form

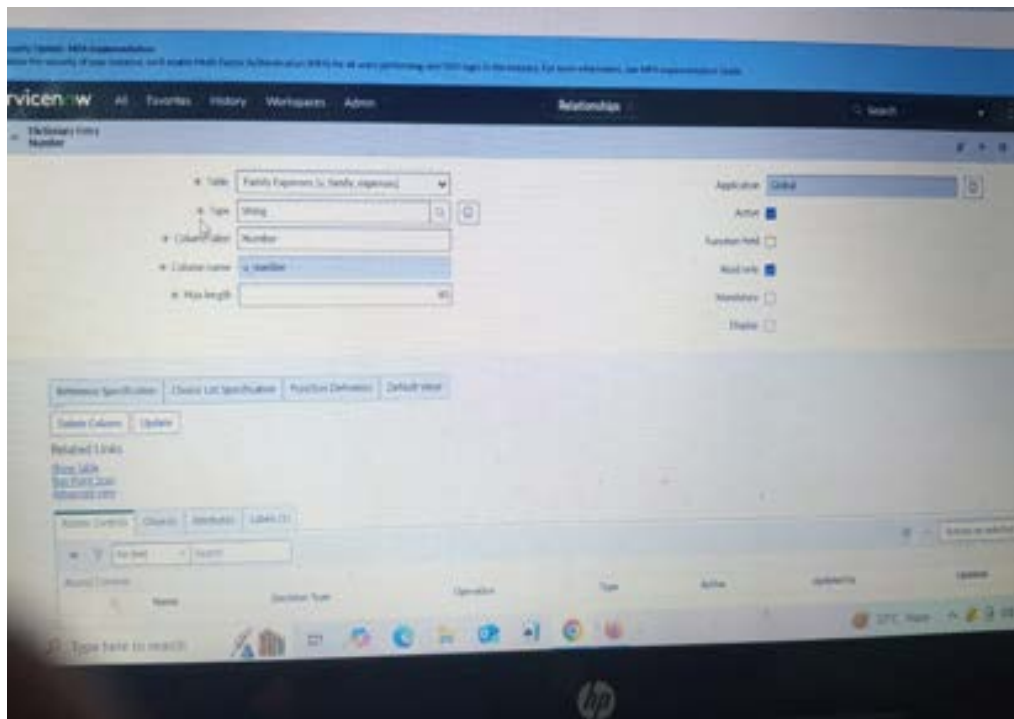All >>filter >>daily expenses >>new >>header right

click there>> configure form design>>

make number= ready only field

* make date, amount= mandatory field

Creation of relationship between family expenses

and daily expenses tables

All>>filter>> relationship>> new >> enter the details>> save

7

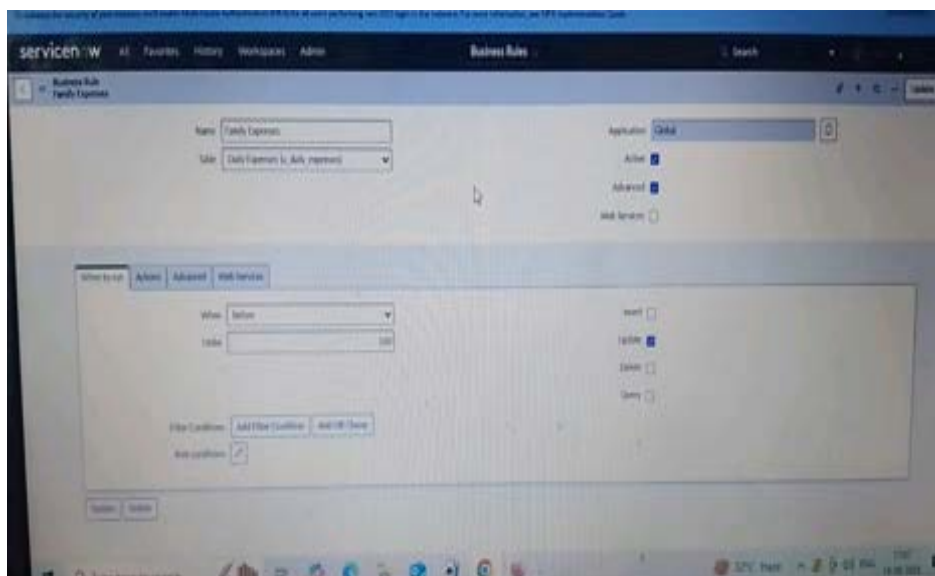## Configuring related list on family expenses

All>> filter>> family expenses>> new>>

header>> configure>> related list >>daily expenses>> save

Creation of business rules

All>> filter >>business rule>> enter the detail>> run check

 insert an update>> enter the program>> save

Configure the relationship

all>> figure >>relationship>> open daily expenses relationship>> for applied to table= select family expenses

In query with = program code >>save

Conclusion