

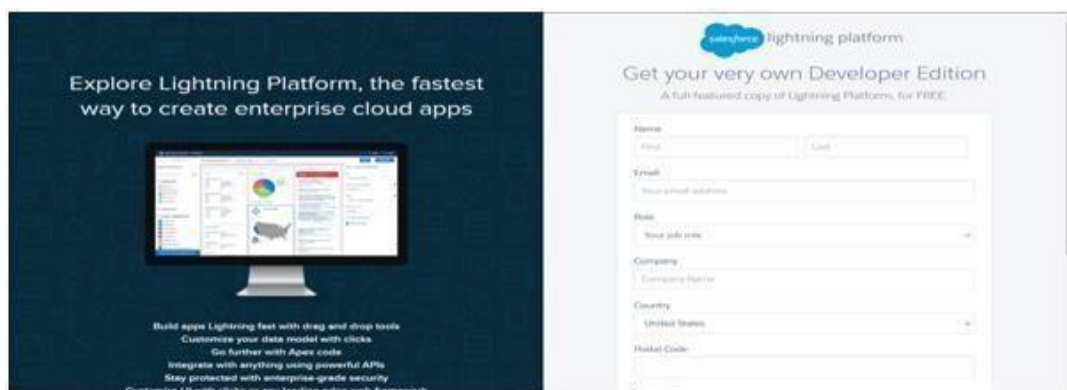
Creating Developer Org

Creating a developer org in salesforce.

1. Go to developers.salesforce.com/Signup
2. Click on sign up.
3. On the sign-up form, enter the following details:
 1. First name & Last name
 2. Email
 3. Role: Developer
 4. Company: College Name
 5. Country: India
 6. Postal Code: pin code
 7. Username: should be a combination of your name and company

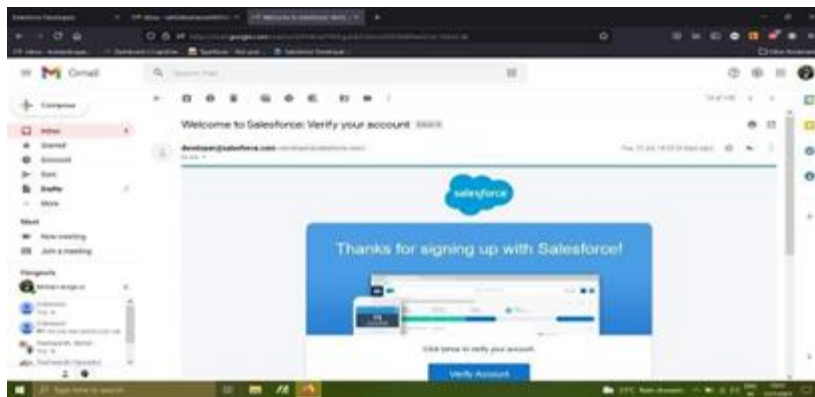
This need not be an actual email id, you can give anything in the format: [username@organization.com](#)

Click on sign up after filling these.



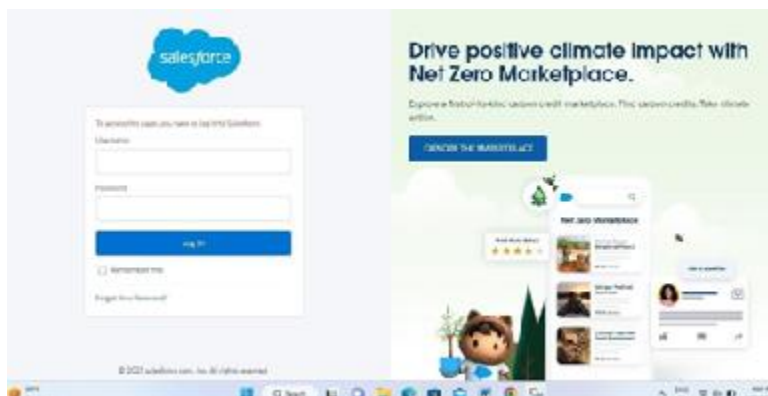
Account Activation

Go to the inbox of the email that you used while signing up. Click on the verify account to activate your account. The email may take 5-10mins, as



Login to Your Salesforce Account

1. Go to salesforce.com and click on login.
2. Enter the username and password that you just created.
3. After login this is the home page which you will see.

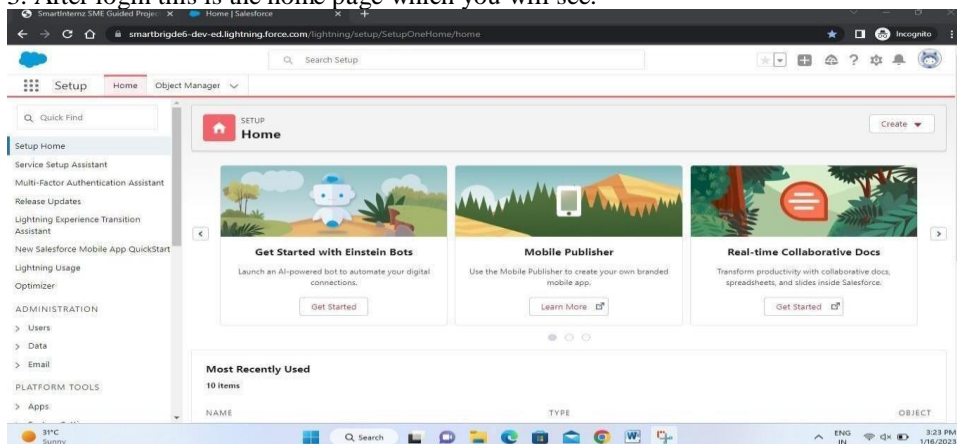


Salesforce Login

<https://login.salesforce.com>

Login to Your Salesforce Account

1. Go to salesforce.com and click on login.
2. Enter the username and password that you just created.
3. After login this is the home page which you will see.



Salesforce Login <https://login.salesforce.com>

Creation Of Semester Object For Candidate Internal Result Card

1. Click on the gear icon and then select Setup.
2. Click on the object manager tab just beside the home tab.
3. After the above steps, have a look on the extreme right you will find a Create Dropdown click on that and select Custom Object.
4. On the Custom Object Definition page, create the object as follows:
5. Label: Semester
6. Plural Label: Semesters
7. Record Name: Semester Name
8. Check the Allow Reports
9. Check the Allow Search
10. Click Save.

In the same way create **4** more objects as **Candidate**, **Course Details**, **Lecturer Details** and **Internal results**.

The first screenshot shows the Salesforce Setup page. The 'Setup' tab is selected, and the 'Object Manager' tab is highlighted with a red box and the number 2. A red box with the number 1 highlights the gear icon in the top right corner.

The second screenshot shows the 'Object Manager' page. The 'Create' button in the top right corner is highlighted with a red box and the number 3.

The third screenshot shows the 'New Custom Object' page. The 'Label' field is set to 'Semester' (highlighted with a red box and number 5) and the 'Plural Label' field is set to 'Semesters' (highlighted with a red box and number 6). The 'Object Name' field is set to 'Semester' (highlighted with a red box and number 7). The 'Record Name' field is set to 'Semester Name' (highlighted with a red box and number 7). The 'Context-Sensitive Help Setting' is set to 'Open the standard Salesforce.com Help & Training window'.

SETUP
New Custom Object

Record Name: Example: Account Name

Data Type:

Optional Features

- ☒ Allow Reports **8**
- ☐ 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 [What is this?](#)

- ☐ 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 **9**

Object Creation Options (Available only when custom object is first created)

- ☐ Add Notes and Attachments related list to default page layout
- ☐ Launch New Custom Tab Wizard after saving this custom object

10

What Is A Tab?

Tabs in Salesforce help users view the information at a glance. It displays the data of objects and other web content in the application.

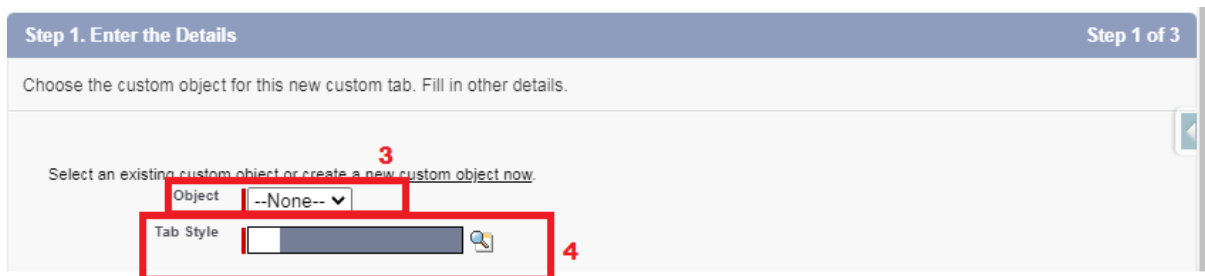
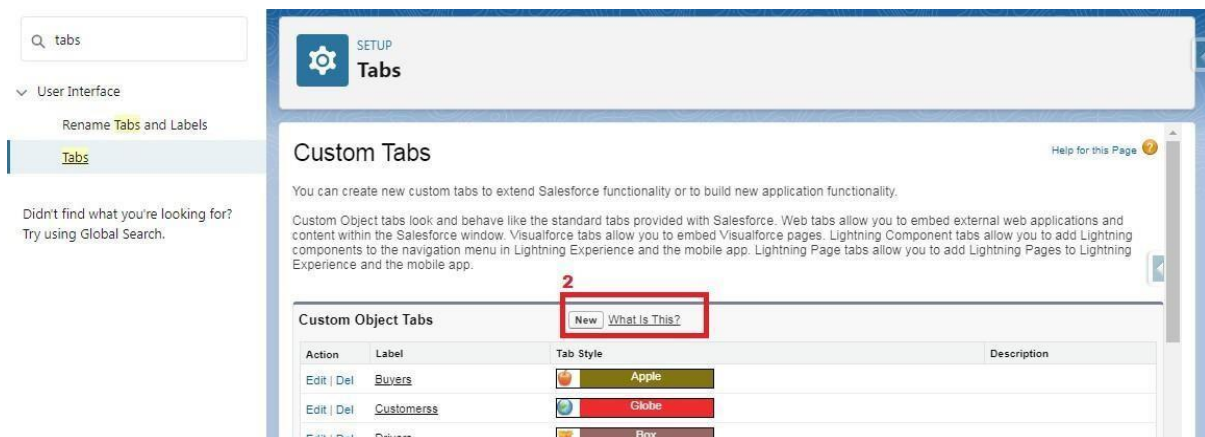
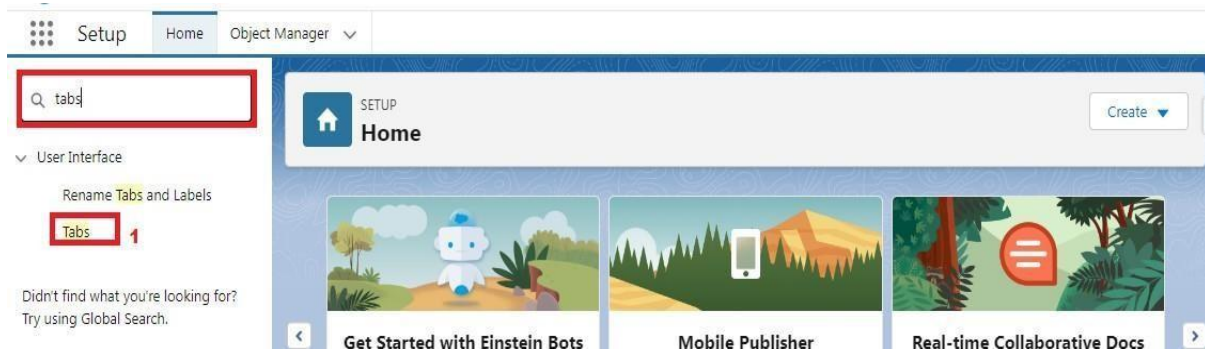
There are mainly 4 types of tabs:

- (A) Standard Object Tabs: Standard object tabs display data related to standard objects
- (B) Custom Object Tabs: Custom object tabs displays data related to custom objects.
- (C) Web Tabs: Web Tabs display any external Web-based application or Web page in a Salesforce tabs.
- (D) Visualforce Tabs: Visualforce Tabs display data from a Visualforce Page.

Creation Of Semester Tab For Candidate Internal Result Card

Now create a custom tab. Click the Home tab.

1. Enter Tabs in Quick Find and select Tabs.
2. Under Custom Object Tabs, click New.
3. For Object, select Semester.
4. For Tab Style, select any icon.
5. Leave all defaults as is. Click Next, Next, and Save
6. In the same way create Tabs for all Custom Objects -Candidate, Course Details, Lecturer Details, Internal results .



Lightning App

Apps in Salesforce are a group of tabs that help the application function by working together as a unit. It has a name, a logo, and a particular set of tabs. The simplest app usually has just two tabs. There are two types of app –

1. Standard App: Standard apps come with every occurrence of Salesforce as default. Many features like Sales, Marketing, Community, call center, content, Salesforce chatter, App Launcher, etc are present in it.

Note: The description, Logo, and Label of standard app cannot be altered.

2. Custom Apps: Custom apps are created according to need of user. Custom Apps are made by using standard and custom tabs together.

Note: Logos for Custom Apps can be changed.

Creation Of Text Field On "Lecturer Details" & Look Up Field For The "Candidate" Object

1. Click the gear icon and select Setup. This launches Setup in a new tab.
2. Click the Object Manager tab next to Home.
3. Select Lecturer Details
4. Select Fields & Relationships from the left navigation
5. Click New
6. Select the Text as the Data Type, click next.
7. For Field Label, enter Lecturer Role
8. Enter Length 40
9. Click Next, Next, then Save & New.



☐ Number
☐ Percent
☐ Phone
☐ Picklist
☐ Picklist (Multi-Select)
☒ Text **6**
☐ Text Area
☐ Text Area (Long)
☐ Text Area (Rich)
☐ Text (Encrypted) **1**
☐ Time
☐ URL

Allows users to enter any number. Leading zeros are removed.

Allows users to enter a percentage number, for example, "10" and automatically adds the percent sign to the number.

Allows users to enter any phone number. Automatically formats it as a phone number.

Allows users to select a value from a list you define.

Allows users to select multiple values from a list you define.

Allows users to enter any combination of letters and numbers.

Allows users to enter up to 255 characters on separate lines.

Allows users to enter up to 131,072 characters on separate lines.

Allows users to enter formatted text, add images and links. Up to 131,072 characters on separate lines.

Allows users to enter any combination of letters and numbers and store them in encrypted form.

Allows users to enter a local time. For example, "2:40 PM", "14:40", "14:40:00", and "14:40:50.600" are all valid times for this field.

Allows users to enter any valid website address. When users click on the field, the URL will open in a separate browser window.

Next Cancel

Next Cancel

☐ Number
☐ Percent
☐ Phone
☐ Picklist
☐ Picklist (Multi-Select)
☒ Text **6**
☐ Text Area
☐ Text Area (Long)
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Allows users to enter any valid website address. When users click on the field, the URL will open in a separate browser window.

Next Cancel

Step 2. Enter the details

Step 2 of 4

Previous Next Cancel

Field Label **7**

Lecturer Role **9**

Field Name

Lecturer_Role **8**

Length

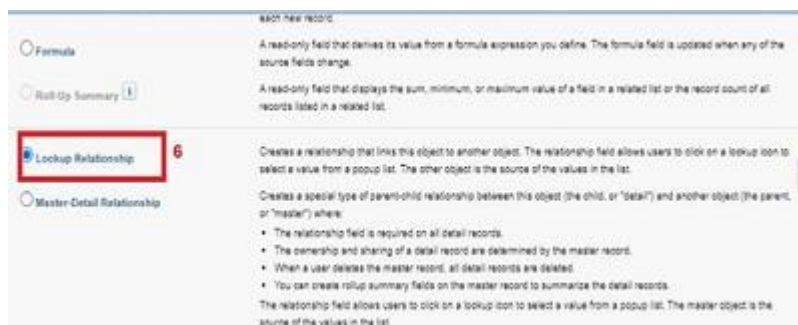
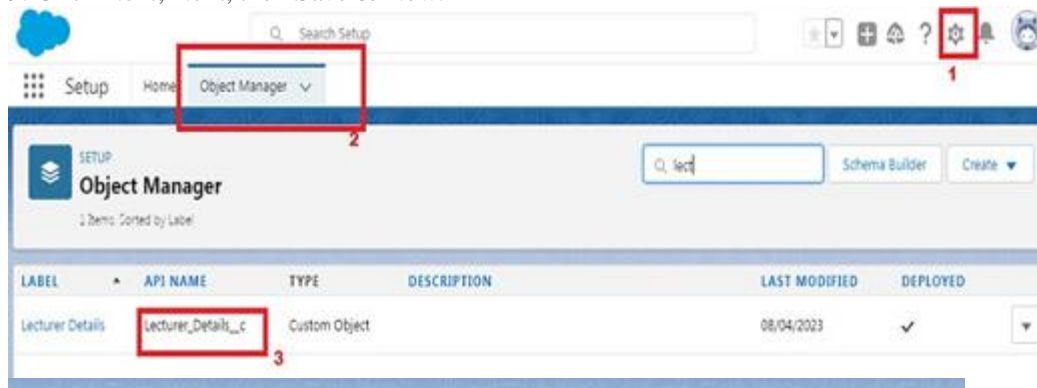
40

Description

Help Text

Now Let's create a Lookup field on candidate object

1. Click the gear icon and select Setup. This launches Setup in a new tab.
2. Click the Object Manager tab next to Home.
3. Select candidate.
4. Select Fields & Relationships from the left navigation
5. Click New
6. Select the lookup as the Data Type, then click Next.
7. In related select Semester
8. For Field Label Semester Name, enter.
9. Click Next, Next, then Save & New.



Field Label: Semester Name 1

Field Name: Semester_Name 8

Description:

Help Text: 1

Note- Similarly create all lookup fields on their respective objects.

✓ Creation Of Text Field On "Lecturer Details" & Look Up Field For The "Candidate" Object

1. Click the gear icon and select Setup. This launches Setup in a new tab.
2. Click the Object Manager tab next to Home.
3. Select Lecturer Details
4. Select Fields & Relationships from the left navigation
5. Click New
6. Select the Text as the Data Type, click next.
7. For Field Label, enter Lecturer Role
8. Enter Length 40
9. Click Next, Next, then Save & New.

Search Setup

Setup Home Object Manager 1

Object Manager

2 Items, Sorted by Label

LABEL	API NAME	TYPE	DESCRIPTION	LAST MODIFIED	DEPLOYED
Lecturer Details	Lecturer_Details__c 3	Custom Object		08/04/2023	✓

Details

Fields & Relationships 4

Page Layouts

Lightning Record Pages

Fields & Relationships

11 Items, Sorted by Field Label

Quick Find

New 5

Deleted Fields

Field Dependencies

Field History / Tracking

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Address	Address__c	Text(50)		
Created By	CreatedById	Lookup(User)		

☐ Number
☐ Percent
☐ Phone
☐ Picklist
☐ Picklist (Multi-Select)
☒ Text **6**
☐ Text Area
☐ Text Area (Long)
☐ Text Area (Rich)
☐ Text (Encrypted) **1**
☐ Time
☐ URL

Allows users to enter any number. Leading zeros are removed.

Allows users to enter a percentage number, for example, "10" and automatically adds the percent sign to the number.

Allows users to enter any phone number. Automatically formats it as a phone number.

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Next Cancel

Next Cancel

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Next Cancel

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Allows users to enter any valid website address. When users click on the field, the URL will open in a separate browser window.

Next Cancel

Step 2. Enter the details

Step 2 of 4

Previous **Next** **9** Cancel

Field Label **Lecturer Role** **7** **1**

Field below

Length **40** **8**

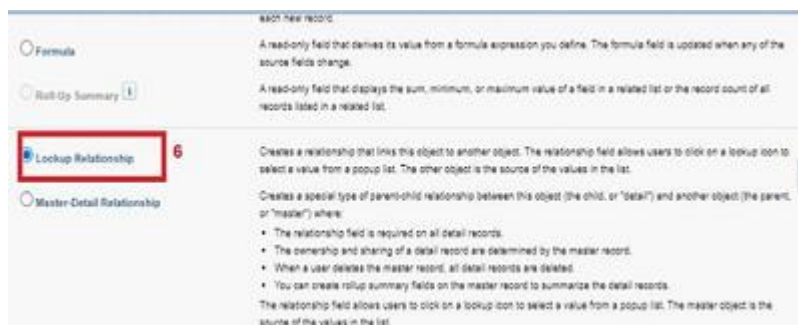
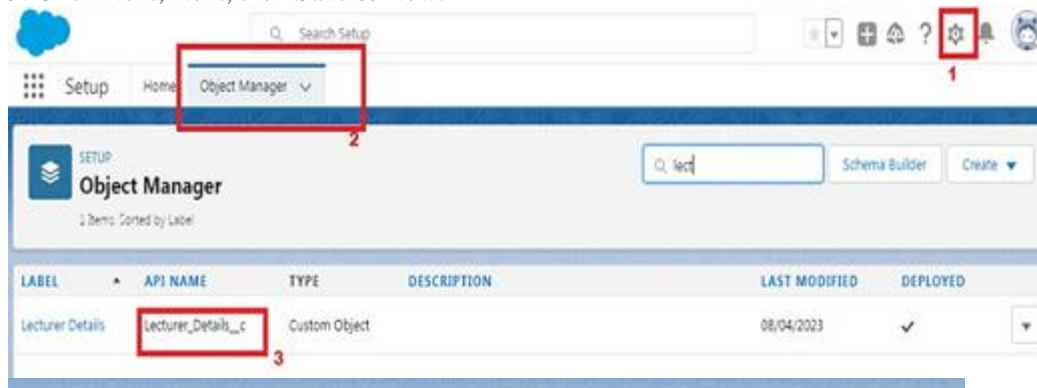
Field Name **Lecturer_Role** **1**

Description

Help Text

Now Let's create a Lookup field on candidate object

1. Click the gear icon and select Setup. This launches Setup in a new tab.
2. Click the Object Manager tab next to Home.
3. Select candidate.
4. Select Fields & Relationships from the left navigation
5. Click New
6. Select the lookup as the Data Type, then click Next.
7. In related select Semester
8. For Field Label Semester Name, enter.
9. Click Next, Next, then Save & New.



A screenshot of a field configuration form. A red box highlights the 'Field Label' and 'Field Name' fields, both containing 'Semester Name'. A red box with the number '8' is next to the 'Field Name' field. Below these are 'Description' and 'Help Text' fields. A red box with the number '1' is next to the 'Help Text' field.

Note- Similarly create all lookup fields on their respective objects.

vvvv Creation Of Auto Number Field On Candidate Object, Number Field On Course Details Object & Formula Field Course Details Object

Let's create a Number field on Course Details object

1. Click the gear icon and select Setup. This launches Setup in a new tab.
2. Click the Object Manager tab next to Home.
3. Select Course Detail.
4. Select Fields & Relationships from the left navigation
4. Click New & select number field, click Next
6. For Field Label Duration, enter.
7. Give Help Text- Enter Course duration value in Years
8. Click Next, Next, then Save & New.



Field Label:

Please enter the length of the number and the number of decimal places. For example, a number with a length of 8 and 2 decimal places can accept values up to "12345678.90".

Length: Decimal Places:

Field Name:

Description:

Help Text:

Now Let's create a Formula field on Internal Results object

1. Click the gear icon and select Setup. This launches Setup in a new tab.
2. Click the Object Manager tab next to Home.
3. Select Internal results.
4. Select Fields & Relationships from the left navigation.
5. Click New
6. Select the Formula as the Data Type, then click Next.
7. Give field label Candidate Roll Number
8. Select formula return type text, Click Next
9. Click Insert Field
10. Create and insert formula Candidate r.Candidate_Roll_Number c, and then click Insert.
11. Click Next, Next, then Save.



Data Type

☐ None Selected

☐ Auto Number

☒ Formula

Field Label **Candidate Roll Number** 7 Field Name **Candidate_Roll_Number** 8

Auto add to custom report type ☒ Add this field to existing custom report types that contain this entity 9

Formula Return Type

☐ None Selected Select one of the data types below:

☐ Checkbox Calculate a boolean value.
Example: `TODAY() > CloseDate`

☐ Currency Calculate a dollar or other currency amount and automatically format the field as a currency amount.
Example: `Gross Margin = Amount - Cost_0`

☐ Date Calculate a date, for example, by adding or subtracting days to other dates.
Example: `Reminder Date = CloseDate - 7`

☐ DateTime Calculate a datetime, for example, by adding a number of hours or days to another datetime.
Example: `Next = NOW() + 1`

☐ Number Calculate a numeric value.
Example: `Fahrenheit = 1.8 * Celsius_c + 32`

☐ Percent Calculate a percent and automatically add the percent sign to the number.
Example: `Discount = (Amount - Discounted_Amount_0) / Amount`

☒ Text Create a text string, for example, by concatenating other text fields.
Example: `{Full Name & " " & First Name}`

Example: Full Name = LastName & ", " & FirstName [More Examples...](#)

Simple Formula Advanced Formula [Operators & Functions](#)

Insert Field 9 **Insert Operator**

Candidate roll Number (Text) =

Functions
-- All Function Categories --
ABS
ACOS
ADDMONTHS
AND
ASCII
ASIN
[Insert Selected Function](#)

Insert Field 10

Select a field, then click Insert. Labels followed by a ">" indicate that there are more fields available.

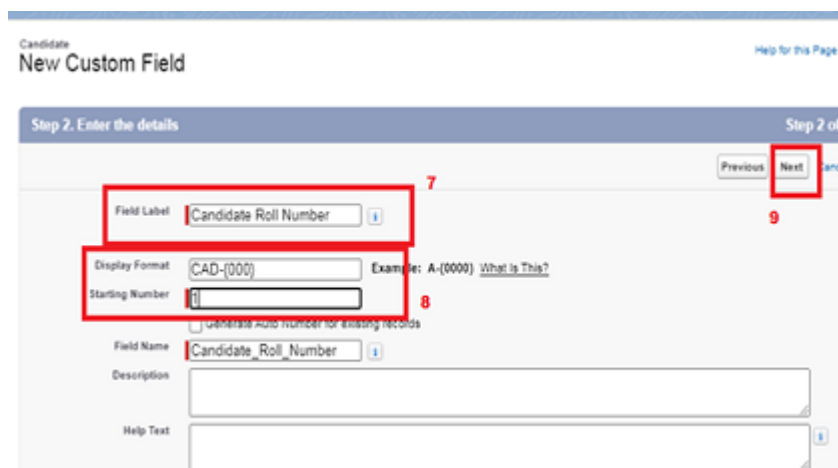
Internal results > \$Api > \$Organization > \$Profile > \$System > \$User > \$UserRole >	Candidate > Candidate > Created By > Created By ID Created Date Internal results Name Last Modified By > Last Modified By ID Last Modified Date	Address Candidate Name Candidate Roll Number City Created By > Created By ID Created Date Education Email	<p>You have selected:</p> <p>Candidate__r.Candidate_Roll_Number__c</p> <p>Type: Auto Number</p> <p>API Name: Candidate__r.Candidate_Roll_Number__c</p> <p>Insert</p>
--	---	--	---

[Close](#)

Now Let's create an auto number field on Candidate object

1. Click the gear icon and select Setup. This launches Setup in a new tab.
2. Click the Object Manager tab next to Home.
3. Select Candidate.
4. Select Fields & Relationships from the left navigation
5. Click New
6. Select the Auto Number as the Data Type, then click Next.
7. For Field Label Candidate enter Roll Number.
8. Give a display format

9. Click Next, Next, then Save & New.



✓ Creation Of Auto Number Field On Candidate Object, Number Field On Course Details Object & Formula Field Course Details Object

Let's create a Number field on Course Details object

1. Click the gear icon and select Setup. This launches Setup in a new tab.
2. Click the Object Manager tab next to Home.
3. Select Course Detail.
4. Select Fields & Relationships from the left navigation

4. Click New & select number field, click Next
6. For Field Label Duration, enter.
7. Give Help Text- Enter Course duration value in Years
8. Click Next, Next, then Save & New.



Please enter the length of the number and the number of decimal places. For example, a number with a length of 8 and 2 decimal places can accept values up to "12345678.90".

Length: Decimal Places:

Field Name:

Description:

Help Text:

Now Let's create a Formula field on Internal Results object

1. Click the gear icon and select Setup. This launches Setup in a new tab.
2. Click the Object Manager tab next to Home.
3. Select Internal results.
4. Select Fields & Relationships from the left navigation.
5. Click New
6. Select the Formula as the Data Type, then click Next.
7. Give field label Candidate Roll Number
8. Select formula return type text, Click Next
9. Click Insert Field
10. Create and insert formula Candidate r.Candidate_Roll_Number__c, and then click Insert.
11. Click Next, Next, then Save.

Setup Home Object Manager

Search Setup

Object Manager

Object Manager

1 Items, Sorted by Label

LABEL	API NAME	TYPE	DESCRIPTION	LAST MODIFIED	DEPLOYED
Lecturer Details	Lecturer_Details__c	Custom Object		08/04/2023	✓

Details

Fields & Relationships

11 Items, Sorted by field label

Quick View New Deleted Fields Field Dependencies Set History Tracking

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Address	Address__c	Text(50)		
Created By	CreatedBy	LookupUser		

Data Type

None Selected

Select one of the data types below

Auto Number

Formula

Field Label Candidate Roll Number

Field Name Candidate_Roll_Number

Auto add to custom report type

Add this field to existing custom report types that contain this entity

Formula Return Type

None Selected

Select one of the data types below

Checkbox

Currency

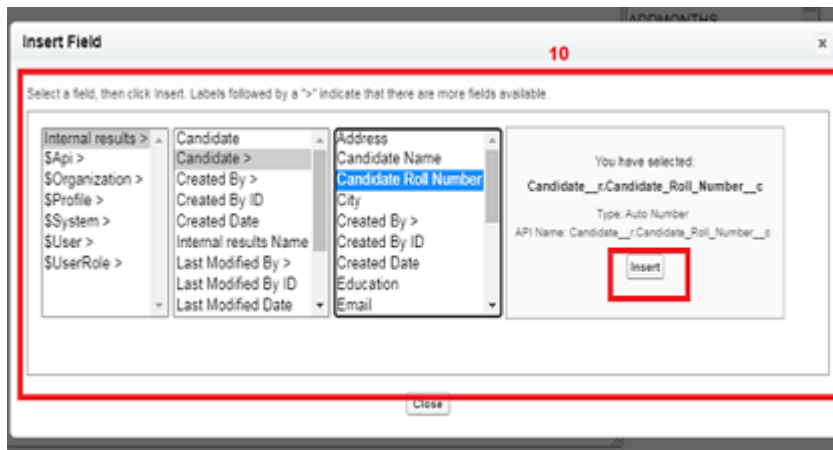
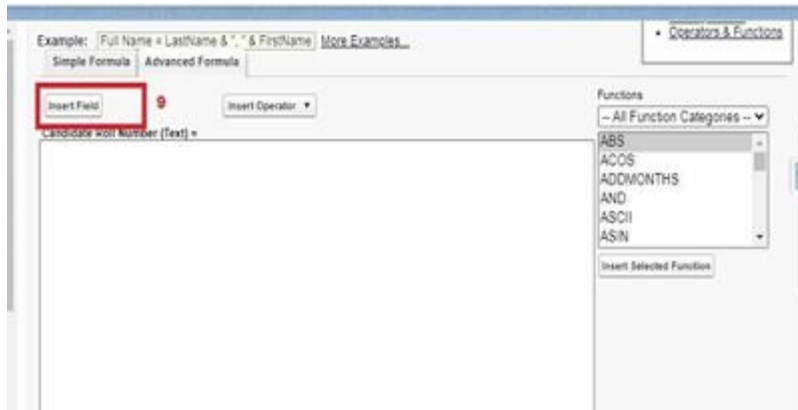
Date

Date/Time

Number

Percent

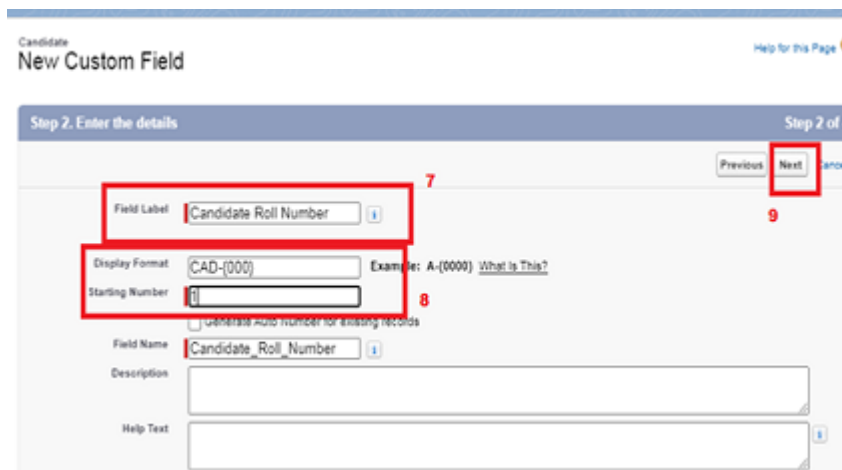
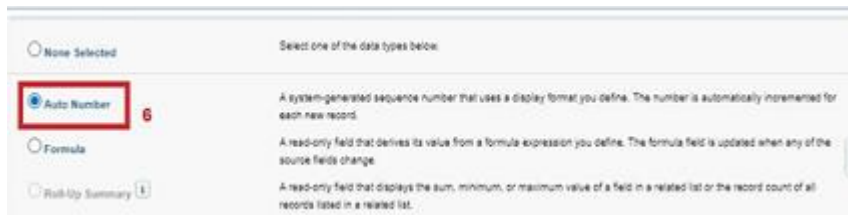
Text



Now Let's create an auto number field on Candidate object

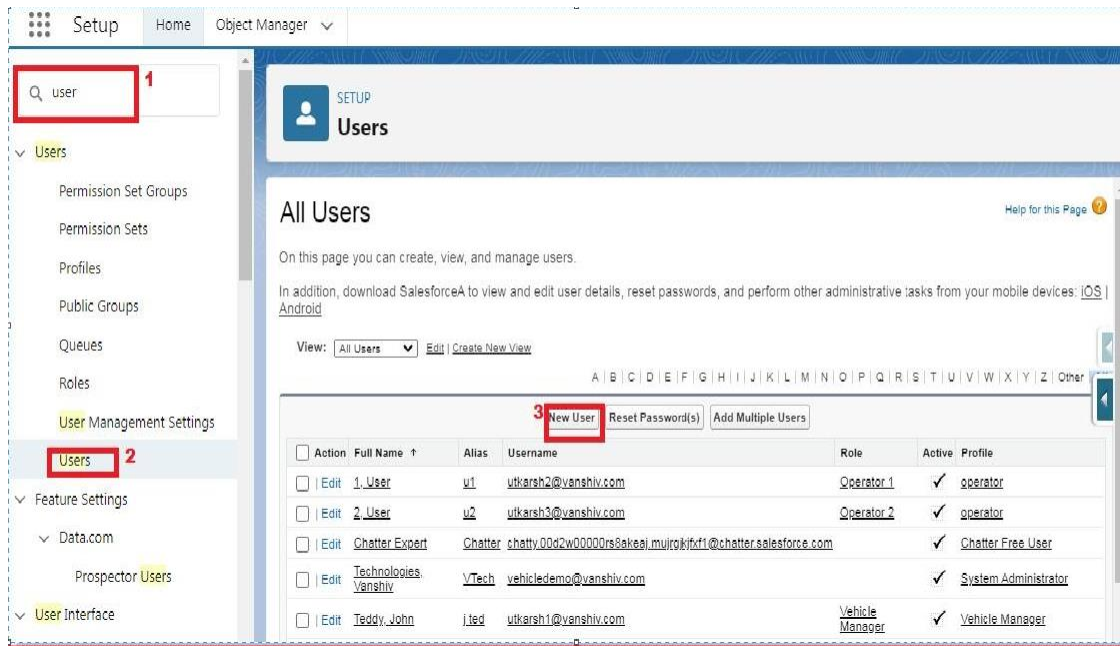
1. Click the gear icon and select Setup. This launches Setup in a new tab.
2. Click the Object Manager tab next to Home.
3. Select Candidate.
4. Select Fields & Relationships from the left navigation
5. Click New
6. Select the Auto Number as the Data Type, then click Next.
7. For Field Label Candidate enter Roll Number.
8. Give a display format
9. Click Next, Next, then Save & New.





vvvv Creating A User

1. From Setup, in the Quick Find box, enter Users.
 2. Select Users.
 3. Click New User.
 4. Enter the First Name, Class, Last Name, Teacher and (Your) email address and a unique username in the form of an email address. By default, the username is the same as the email address.
 5. Select a User License as salesforce.
- NOTE- As Salesforce license can only be used by 2 Users at a time in Dev Org, so If you don't find salesforce license then deactivate a user who has salesforce license Or change the license type from Salesforce to any other.
6. Select a profile as Standard user.
 7. Check Generate new password and notify the user immediately to have the user's login name and a temporary password emailed to your email.



User Edit [Save] [Save & New] [Cancel]

General Information

<div style="border: 1px solid red; padding: 5px;"> <p>First Name: <input type="text" value="Class"/></p> <p>Last Name: <input type="text" value="Teacher"/></p> <p>Alias: <input type="text" value="cteach"/></p> <p>Email: <input type="text" value="+++@++++.com"/></p> <p>Username: <input type="text" value="+++@++++.com"/></p> <p>Nickname: <input type="text" value="class"/></p> </div>	<div style="border: 1px solid red; padding: 5px;"> <p>Role: <input type="text" value="<None Specified>"/></p> <p>User License: <input type="text" value="Salesforce"/></p> <p>Profile: <input type="text" value="Standard User"/></p> <p>Active: <input checked="" type="checkbox"/></p> </div>
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Marketing User ☐

Offline User ☐

Knowledge User ☐

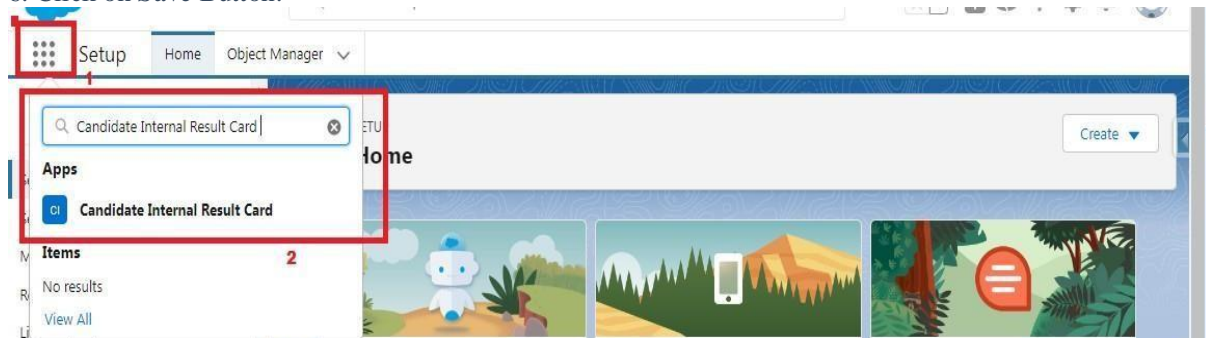
Flow User ☐

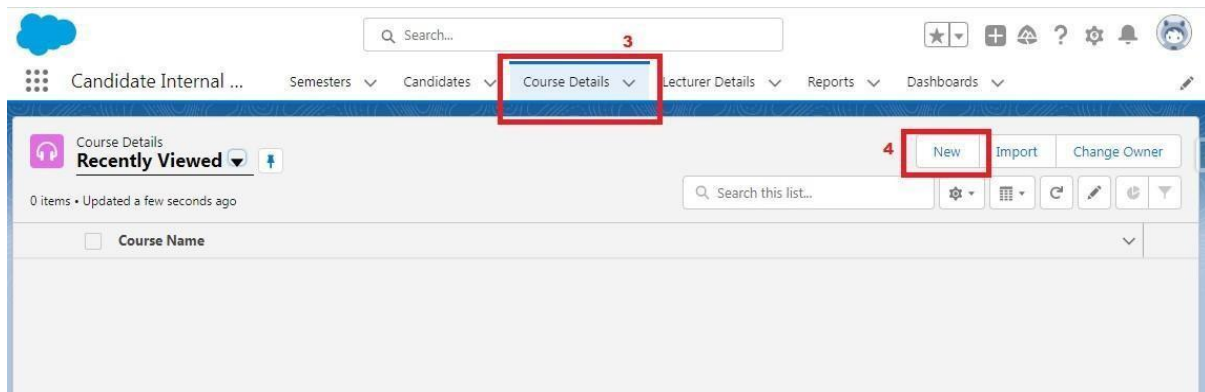
Service Cloud User ☐

Create Record (Course Details)

Create Records on Course Details Objects

1. Click on App Launcher on left side of screen.
2. Search Candidate Internal Result Card App & click on it.
3. Click on Course Details tab.
4. Click new button
5. Fill all Course Details record details.
6. Click on Save Button.





New Course Details

Information

* Course Name

Duration ⓘ

Owner

Vanshiv Technologies

Cancel

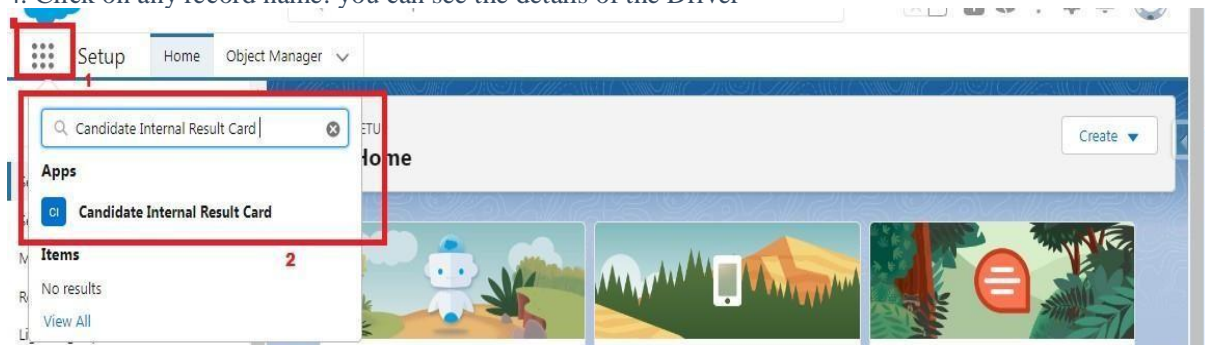
Save & New

Save

▼ View Record (Course Details)

Viewing the Records of Course Detail Object

1. Click on App Launcher on left side of screen.
2. Search Candidate Internal Result Card & click on it.
3. Click on Course details Tab.
4. Click on any record name. you can see the details of the Driver



	Course Name ↑	Duration	Created Date
1	BCA	3.00	09/04/2023, 7:39 pm
2	BSc	3.00	09/04/2023, 7:39 pm
3	Btech	4.00	09/04/2023, 7:38 pm
4	MBA	2.00	09/04/2023, 7:38 pm

Delete Record (Course Details)

Deleting Records of Course Details Object

1. Click on App Launcher on left side of screen.
2. Search Candidate Internal Result Card & click on it.
3. Click on Course details Tab.
4. Click on Arrow at right hand side on that Particular record.
5. Click delete and delete again.

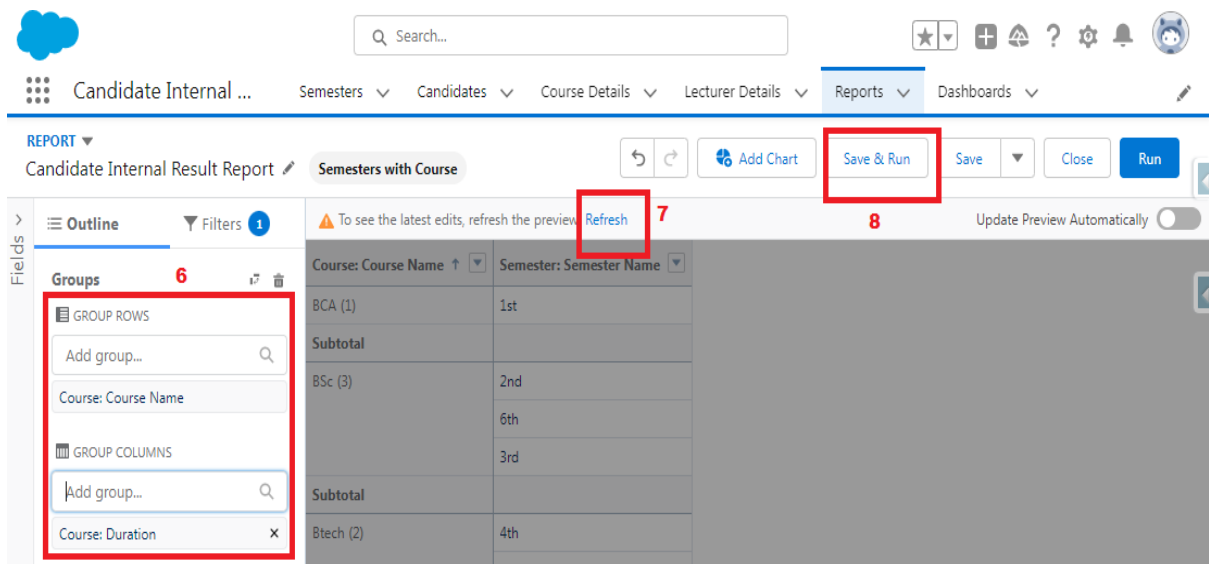
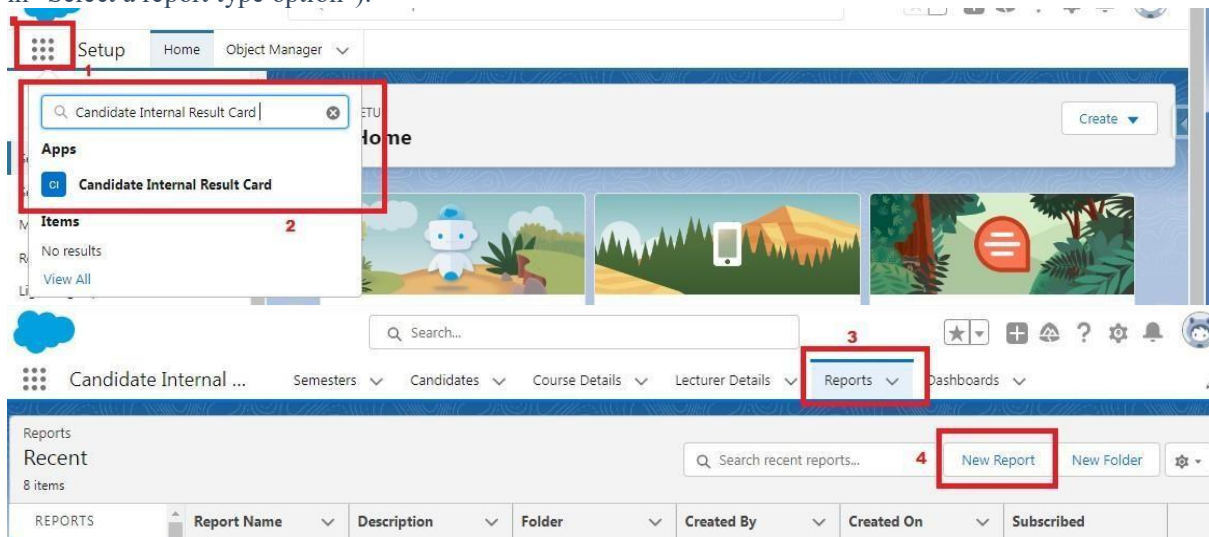
The first screenshot shows the App Launcher search results for 'Candidate Internal Result Card'. The second screenshot shows the 'Course Details' table with the 'BCA' row selected, and the 'Delete' button highlighted in the action menu.

Create Report

1. Click App Launcher
2. Select Candidate Internal Result Card App
3. Click reports tab
4. Click New Report.

5. Click the report type as Semesters with Course Click Start report.
6. Customize your report, in group rows select - Course Name, in group column Select Duration (In this way we are making a Matrix Report).
7. Click refresh
8. Click save and run
9. Give report name – Candidate Internal Result Report
10. Click Save

NOTE: In this report you can see your all record of the object you selected for reporting (What you Selects in “Select a report type option”).



Save Report

* Report Name

Candidate Internal Result Report

9

Report Unique Name ⓘ

Candidate_Internal_Result_Report_bkV

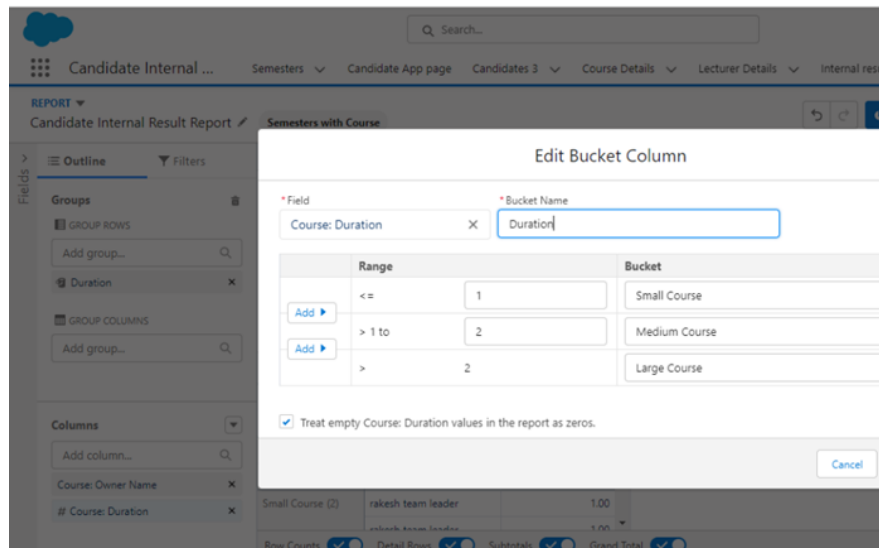
Report Description

Cancel

Save

10

1. On the report builder page, locate the "Fields" pane on the left-hand side.
2. Find the field for which you want to create a bucket field and drag it to the report preview section.
3. Click on the field in the report preview to open the field properties.
4. In the field properties, locate the "Summarize" option and click the drop-down arrow.
5. Select "Bucket Field" from the available options.
6. In the bucket field settings, define the buckets based on your requirements. You can specify the bucket ranges, labels, and groupings.
7. Click "OK" or "Apply" to save the bucket field settings.
8. Customize the report layout and add any additional fields or filters as needed.
9. Once you are satisfied with the report setup, click "Save" to save the report.



Save Report

* Report Name 9

Candidate Internal Result Report

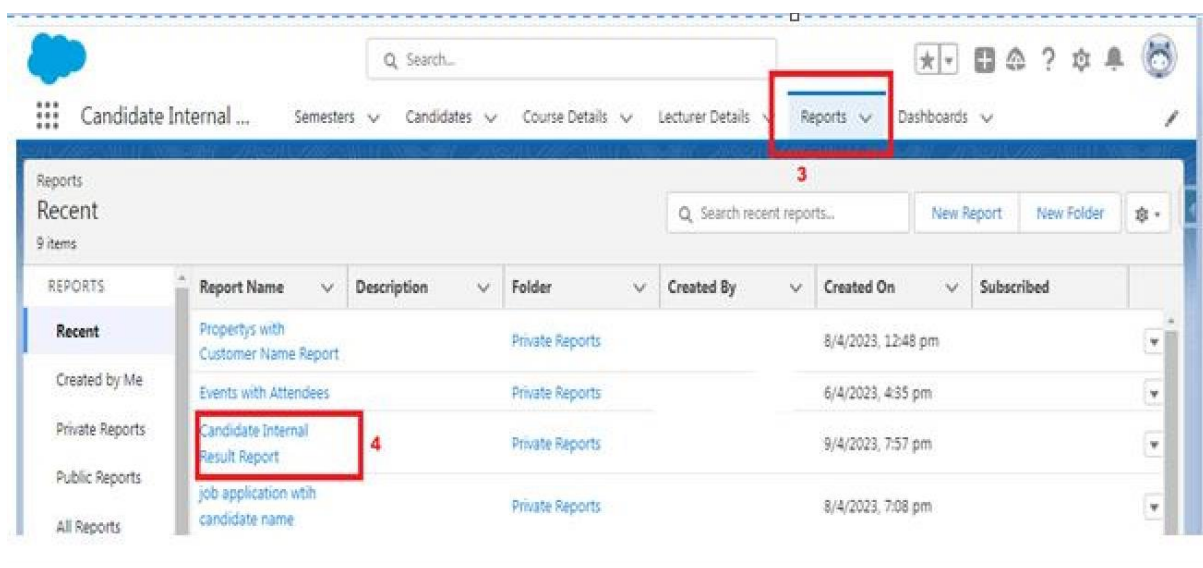
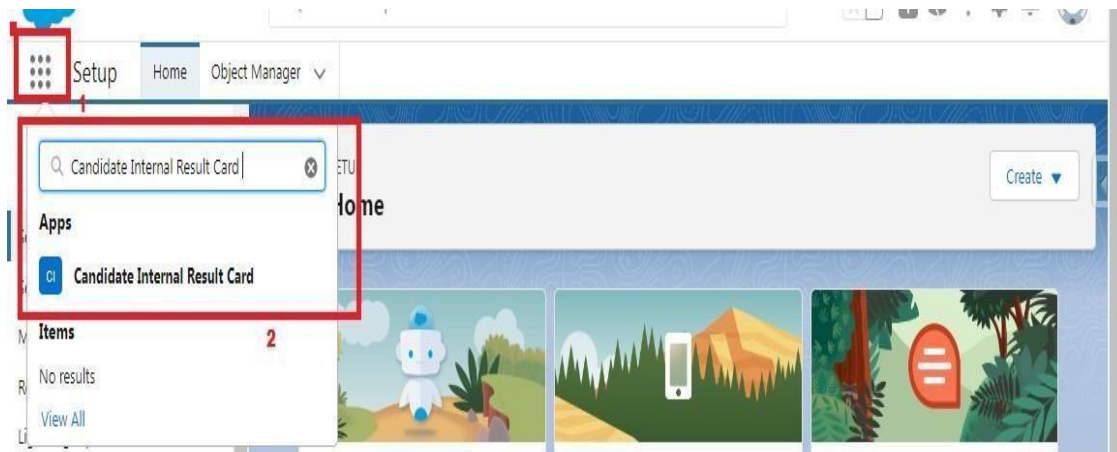
Report Unique Name ⓘ

Candidate_Internal_Result_Report_bkY

Report Description

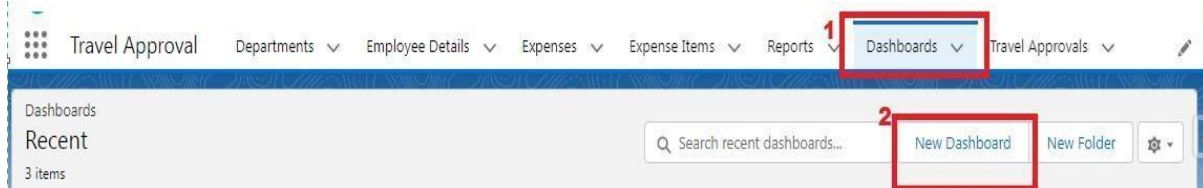
View Report

1. Click on App Launcher on left side of screen.
2. Search Candidate Internal Result Card App & click on it.
3. Click on Reports Tab.
4. Click on Candidate Internal Result Report and see records.



✓ Create Dashboard

1. Click on Dashboards tab from the Candidate Internal Result Card application.
2. Click on new dashboard.
3. Give name- Candidate Internal Result Card
4. Click create
5. Give your dashboard a name and click on +component
6. Select the Candidate Internal Result Report which you created.
7. For the data visualization select any of the chart, table etc. as per your choice/requirement.
8. Click add.
9. Click save.



New Dashboard

* Name
Candidate Internal Result Card |

Description 3

Folder
Private Dashboards Select Folder

Cancel Create 4

Search...

Travel Approval Departments Employee Details Expenses Expense Items Reports Dashboards Travel Approvals

Employee Travel detail 5 + Component + Filter Save Done

Reports

Recent

Created by Me

Private Reports

Public Reports

All Reports

Folders

Select Report

Select Report

Reports and Folders ▼

Candidate Internal Result Report

██████████ - 09-Apr-2023, 7:57 pm · Private Reports

6

job application with candidate name

Vanshiv Technologies · 08-Apr-2023, 7:08 pm · Private Reports

Propertys with Customer Name Report

Vanshiv Technologies · 08-Apr-2023, 12:58 pm · Private Reports

Add Component

Report

Candidate Internal Result Report ✕

☐ Use chart settings from report i

Display As 7

123

X-Axis

Course: Course Name

Preview

Candidate Internal Result Report

Course: Course Name

View Report (Candidate Internal Result Report)

8

Cancel

Add

Candidate Internal ...
Semesters
Candidates
Course Details
Lecturer Details
Reports
Dashboards

9

Candidate Internal Result Card

+ Component
+ Filter
↶
↷
⚙️

Save
▼

Done

Candidate Internal Result Report

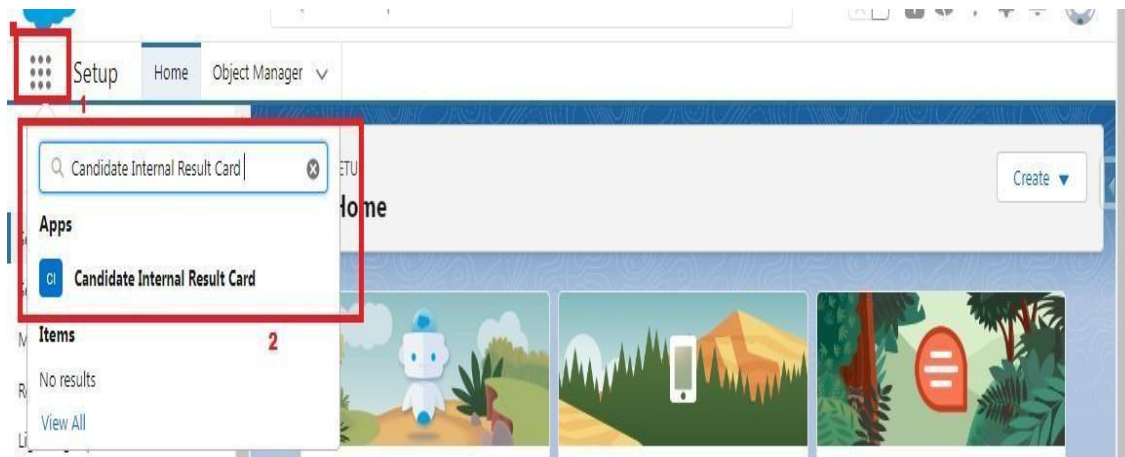
Course: Course Name

View Report (Candidate Internal Result Report)

Course	Record Count
BCA	1
BSc	3
Btech	2
MBA	1

View Dashboard

1. Click on App Launcher on left side of screen.
2. Search Candidate Internal Result Card & click on it.
3. Click on Dashboard Tab.
4. Click on Candidate Internal Result Card see graph view of records



Candidate Internal ... Semesters Candidates Course Details Lecturer Details Reports Dashboards 3

Dashboards

Recent

8 items

Search recent dashboards... New Dashboard New Folder

DASHBOARDS	Dashboard Name	Description	Folder	Created By	Created On	Subscribed
Recent	Propertyys with Customer Name Report		Private Dashboards		8/4/2023, 12:58 pm	
Created by Me	Job application with candidate name		Private Dashboards		8/4/2023, 7:14 pm	
Private Dashboards	Events with Attendees		Private Dashboards		6/4/2023, 5:23 pm	
All Dashboards	Candidate Internal Result Card 4		Private Dashboards		9/4/2023, 8:00 pm	
FOLDERS	Travel Approval		Private Dashboards		1/4/2023, 12:58 pm	
All Folders	Employee Travel detail		Private Dashboards		8/4/2023, 12:22 pm	