

Create A Sharing Rule

1. Go to Sharing Settings, which can be found under the Quick Find section.
2. Scroll down and find the candidate object where a sharing rule needs to be added, and then click on New to create a new sharing rule.
3. Add the label of the sharing rule you want to make.
4. Select your rule type based on the criteria.
5. Select the field can join immediately check field from the candidate object.
6. Select the State as equal and value is Rajasthan.
7. And in selecting the users to share with the section select roles and in that select Hr Manager.
8. And in the section of select the level of access for the users give the access Read/Write.
9. And save the rule.

The screenshot shows the Salesforce 'Sharing Settings' configuration page for the 'Candidate' object. The page is titled 'SETUP Sharing Settings'. A note at the top states: 'Note: "Roles and subordinates" includes all users in a role, and the roles below that role. You can use sharing rules only to grant wider access to data, not to restrict access.'

The configuration fields are as follows:

- Label:** Candidate
- Rule Name:** Candidate
- Description:** (empty)

Step 1: Select your rule type

| Criteria | Field | Operator | Value |
|----------|----------|----------|-----------|
| | State | equals | Rajasthan |
| | --None-- | --None-- | |
| | --None-- | --None-- | |
| | --None-- | --None-- | |
| | --None-- | --None-- | |

Additional Options:

- ☐ Include records owned by users who can't have an assigned role
- Share with:** Role: HR Manager
- Access Level:** Read/Write
- Created By:** Kanaka Padmanaban, 18/10/2023, 7:13 pm
- Modified By:** Kanaka Padmanaban, 18/10/2023, 7:13 pm

Buttons: Save, Cancel