

# BUILD A EMPLOYEE TRAVEL APPROVAL APPLICATION FOR CORPORATES

## 1 INTRODUCTION

### 1.1 OVERVIEW

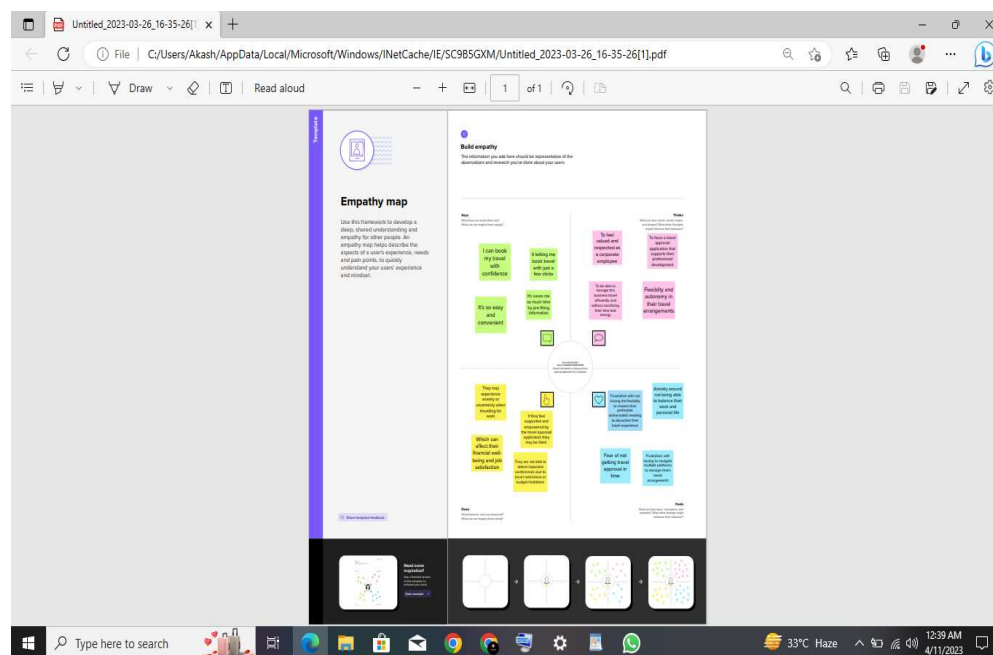
In this article, we discuss what a corporate travel policy is, explain the elements and uses of travel policies, review how to write one and provide a sample corporate travel policy to help you prepare your own.

### 1.2 PURPOSE

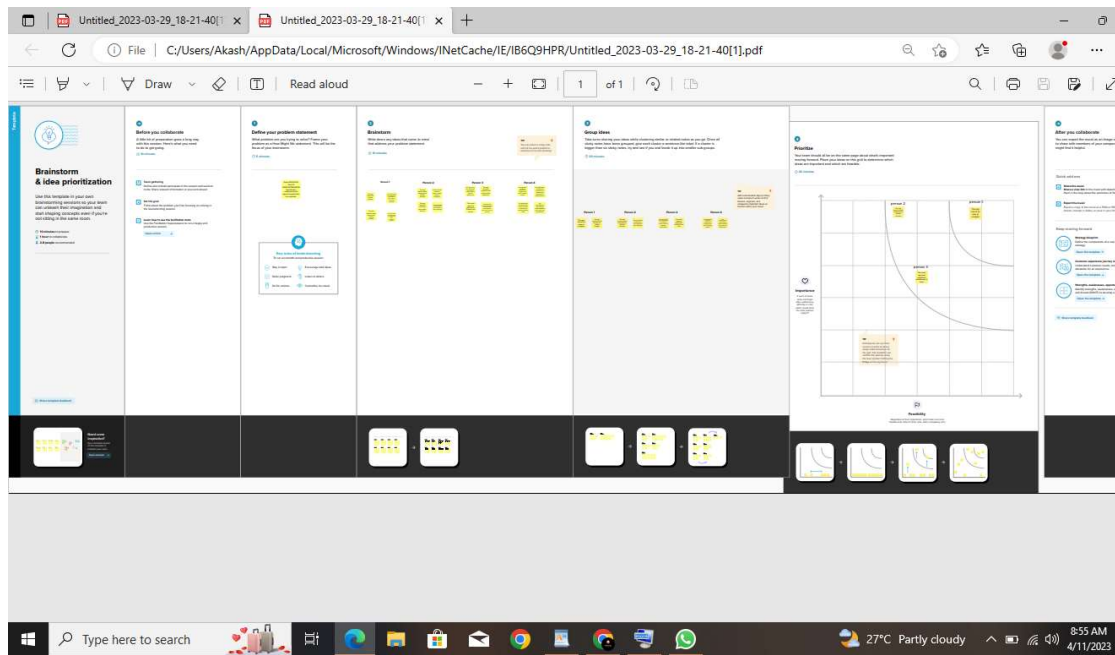
The purpose of this policy is to describe the approval process for journeys, discuss the payment processes for travel expenses and explain our regulations for travel arrangements.

## 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	
Obj 1	Field label	Data type
	Department	Text
	Travel approval	Auto number
Obj 2	Field label	Data type
	Attendees	Text
	Speaker	Text

#### 3.2 Activity & screenshot

Developer Portal | Salesforce | Unsupported Item | Salesforce | Solution: GC1020 Portable Generator Switch Malfunctioning | Akash Stat - Build a employe | GitHub

governmentartscollegechidamb-dev-ed.develop.my.salesforce.com/5015i000000otz7AAA

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Create New...

Recent Items

- GC1020 Portable Generator Switch Malfunctioning
- Selecting the Right Generator for Your Needs
- Maintenance guidelines for generator unclear
- Generator assembly instructions unclear
- AKASH P
- akash.p

Recycle Bin

Solution

## GC1020 Portable Generator Switch Malfunctioning

Click to add topics: ?

Attachments (0) Cases (0) Solution History (0)

**Solution Detail** Edit Delete

Solution Number	00000001
Public	<input checked="" type="checkbox"/>
Status	Reviewed
Visible in Public Knowledge Base	<input type="checkbox"/>
Created By	AKASH P 06/04/2023, 12:41 pm
Solution Title	GC1020 Portable Generator Switch Malfunctioning
Solution Details	If the generator switch is not working, remove the switch and re-assemble it. Often the switch gets displaced by a fraction of an inch preventing it from engaging with the internal generator mechanism.

Last Modified By AKASH P 06/04/2023, 12:41 pm

**Attachments** Attach File Attachments Help ?

No records to display

**Cases** Cases Help ?

No records to display

Type here to search

26°C Partly cloudy 9:25 AM 4/11/2023

Developer Portal | Salesforce | Unsupported Item | Salesforce | Solution: Generator assembly | Akash Stat - Build a employe | GitHub

governmentartscollegechidamb-dev-ed.develop.my.salesforce.com/5015i000000otz8AAA

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Create New...

Recent Items

- Generator assembly instructions unclear
- GC1020 Portable Generator Switch Malfunctioning
- Selecting the Right Generator for Your Needs
- Maintenance guidelines for generator unclear
- AKASH P
- akash.p

Recycle Bin

Solution

## Generator assembly instructions unclear

Click to add topics: ?

Attachments (0) Cases (0) Solution History (0)

**Solution Detail** Edit Delete

Solution Number	00000002
Public	<input type="checkbox"/>
Status	Draft
Visible in Public Knowledge Base	<input type="checkbox"/>
Created By	AKASH P 06/04/2023, 12:41 pm
Solution Title	Generator assembly instructions unclear
Solution Details	The Maintenance Manuals for the GC1020 are currently in review and will be shortly updated and distributed to all customers. We have received a fair number of complaints about the clarity of this manual and are working to resolve this problem at the earliest.

Last Modified By AKASH P 06/04/2023, 12:41 pm

**Attachments** Attach File Attachments Help ?

No records to display

**Cases** Cases Help ?

No records to display

Type here to search

26°C Partly cloudy 9:25 AM 4/11/2023

Developer Portal | Salesforce | Unsupported Item | Salesforce | Solution: Maintenance guide | Akash Stat - Build a employe | GitHub

governmentartscollegechidamb-dev-ed.develop.my.salesforce.com/5015i000000otz9AAA

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Create New...

Recent Items

- Maintenance guidelines for generator unclear
- Generator assembly instructions unclear
- GC1020 Portable Generator Switch Malfunctioning
- Selecting the Right Generator for Your Needs
- AKASH P
- akash.q

Recycle Bin

Solution

## Maintenance guidelines for generator unclear

Click to add topics: ?

Attachments (0) Cases (0) Solution History (0)

**Solution Detail** Edit Delete

Solution Number 00000003

Public ☐

Status Draft

Visible in Public Knowledge Base ☐

Created By AKASH P 06/04/2023, 12:41 pm Last Modified By AKASH P 06/04/2023, 12:41 pm

Solution Title Maintenance guidelines for generator unclear

Solution Details The Maintenance Manuals for the GC1060 are currently in review and will be shortly updated and distributed to all customers. We have received a fair number of complaints about the clarity of this manual and are working to resolve this problem at the earliest.

Attachments Attach File Attachments Help ?

No records to display

Cases Cases Help ?

No records to display

Type here to search 26°C Partly cloudy 9:26 AM 4/11/2023

Developer Portal | Salesforce | Unsupported Item | Salesforce | Solution: Selecting the Right | Akash Stat - Build a employe | GitHub

governmentartscollegechidamb-dev-ed.develop.my.salesforce.com/5015i000000otz9AAQ

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Search...

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Create New...

Recent Items

- Selecting the Right Generator for Your Needs
- Maintenance guidelines for generator unclear
- Generator assembly instructions unclear
- GC1020 Portable Generator Switch Malfunctioning
- AKASH P
- akash.q

Recycle Bin

Solution

## Selecting the Right Generator for Your Needs

Click to add topics: ?

Attachments (0) Cases (0) Solution History (0)

**Solution Detail** Edit Delete

Solution Number 00000004

Public ☒

Status Reviewed

Visible in Public Knowledge Base ☐

Created By AKASH P 06/04/2023, 12:41 pm Last Modified By AKASH P 06/04/2023, 12:41 pm

Solution Title Selecting the Right Generator for Your Needs

Solution Details GenWatt offers a wide range of electric generators for every need – from high-powered industrial-strength generators, to medium-capacity standby generators, to emergency-use portable generators. We offer diesel, propane, and gasoline generators ranging in power from 10kW at the low end to 2000kW at the high end.

Attachments Attach File Attachments Help ?

No records to display

Cases Cases Help ?

No records to display

Type here to search 26°C Partly cloudy 9:27 AM 4/11/2023

Developer Portal | Salesforce | Unsupported Item | Salesforce | Solution: GC3000 Series Propane Generator Ignition | Akash Stat - Build a employe | GitHub

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Recent Items

- GC3000 Series Propane Generator Ignition
- Selecting the Right Generator for Your Needs
- Maintenance guidelines for generator unclear
- Generator assembly instructions unclear
- GC1020 Portable Generator Switch Malfunctioning
- AKASH P
- akash q

Recycle Bin

Solution GC3000 Series Propane Generator Ignition

Click to add topics:

Attachments Cases Solution History

Solution Detail

Solution Number 00000005

Public ☒

Status Reviewed

Visible in Public Knowledge Base ☐

Created By AKASH P 06/04/2023, 12:41 pm

Solution Title GC3000 Series Propane Generator Ignition

Solution Details The GC3000 series propane generators need to be started up using the following process if the ignition fails at the first try:  
1) Disengage the fuel source.  
2) Use the vacuum pump provided to suck out the air above the fuel source.  
3) Reengage the fuel source.  
4) Try the startup again.

Last Modified By AKASH P 06/04/2023, 12:41 pm

Attachments

Attach File

No records to display

Cases

26°C Partly cloudy 9:28 AM 4/11/2023

Developer Portal | Salesforce | Unsupported Item | Salesforce | Solution: Starting generator | Akash Stat - Build a employe | GitHub

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Create New...

Recent Items

- Starting generator after electrical failure
- GC3000 Series Propane Generator Ignition
- Selecting the Right Generator for Your Needs
- Maintenance guidelines for generator unclear
- Generator assembly instructions unclear
- GC1020 Portable Generator Switch Malfunctioning
- AKASH P
- akash q

Recycle Bin

Solution Starting generator after electrical failure

Click to add topics:

Attachments Cases Solution History

Solution Detail

Solution Number 00000006

Public ☐

Status Draft

Visible in Public Knowledge Base ☐

Created By AKASH P 06/04/2023, 12:41 pm

Solution Title Starting generator after electrical failure

Solution Details After an electrical failure, the generator has to be manually turned off before establishing the connection again. If the generator is turned on while the switch is still in the "On" position, the generator will not start. This has been built into the design for security and safety reasons.

Last Modified By AKASH P 06/04/2023, 12:41 pm

Attachments

Attach File

No records to display

Cases

26°C Partly cloudy 9:29 AM 4/11/2023

Developer Portal | Salesforce | Unsupported Item | Salesforce | Solution: Electrical wiring ins | Akash Stat - Build a employe | GitHub

governmentartscollegechidamb-dev-ed.develop.my.salesforce.com/5015i000000otzDAAQ

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Create New...

Recent Items

- Electrical wiring installation for GC5060
- Starting generator after electrical failure
- GC3000 Series Propane Generator Ignition
- Selecting the Right Generator for Your Needs
- Maintenance guidelines for generator unclear
- Generator assembly instructions unclear
- GC1020 Portable Generator Switch Malfunctioning
- AKASH P
- akash q

Recycle Bin

Solution

## Electrical wiring installation for GC5060

Click to add topics: ?

Attachments (0) Cases (0) Solution History (0)

Customize Page | Edit Layout | Printable View | Help for this Page

**Solution Detail** Edit Delete

Solution Number 00000007

Public ☐

Status Draft

Visible in Public Knowledge Base ☐

Created By AKASH P 06/04/2023, 12:41 pm Last Modified By AKASH P 06/04/2023, 12:41 pm

Solution Title Electrical wiring installation for GC5060

Solution Details The red wiring from the top electronic panel of the GC5060 and the yellow wiring on the main generator assembly have to be connected together. The two connector may appear to be incompatible but they do fit into one another. To successfully make the connection, first press the button on the yellow connector before engaging the two pieces.

Edit Delete

**Attachments** Attach File Attachments Help ?

No records to display

**Cases** Cases Help ?

No records to display

Type here to search 26°C Partly cloudy 9:29 AM 4/11/2023

Developer Portal | Salesforce | Unsupported Item | Salesforce | Solution: GenWatt SLA Commi | Akash Stat - Build a employe | GitHub

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Create New...

Recent Items

- GenWatt SLA Commitments
- Electrical wiring installation for GC5060
- Starting generator after electrical failure
- GC3000 Series Propane Generator Ignition
- Selecting the Right Generator for Your Needs
- Maintenance guidelines for generator unclear
- Generator assembly instructions unclear
- GC1020 Portable Generator Switch Malfunctioning
- AKASH P
- akash q

Recycle Bin

Solution

## GenWatt SLA Commitments

Click to add topics: ?

Attachments (0) Cases (0) Solution History (0)

Customize Page | Edit Layout | Printable View | Help for this Page

**Solution Detail** Edit Delete

Solution Number 00000008

Public ☒

Status Reviewed

Visible in Public Knowledge Base ☐

Created By AKASH P 06/04/2023, 12:41 pm Last Modified By AKASH P 06/04/2023, 12:41 pm

Solution Title GenWatt SLA Commitments

Solution Details GenWatt offers four different SLAs with different service commitments as follows:

- 1) PLATINUM
  - High priority cases: 2 hours
  - Medium and low priority cases: 6 hours
- 2) GOLD
  - High priority cases: 4 hours
  - Medium and low priority cases: 8 hours
- 3) SILVER
  - All cases: 12 hours
- 4) BRONZE
  - All cases: 24 hours

Type here to search 26°C Partly cloudy 9:31 AM 4/11/2023



The screenshot shows the Salesforce Developer Portal interface. The browser tabs include 'Developer Portal | Salesforce', 'Unsupported Item | Salesforce', 'Solution: Electronic panel fitting loose', 'Akash Stat - Build a employ...', and 'GitHub'. The URL is 'governmentartscollegechidamb-dev-ed.develop.my.salesforce.com/5015i000000otzFAAQ'. The page title is 'Solution Electronic panel fitting loose'. The left sidebar shows 'Recent Items' with a list of solutions including 'Electronic panel fitting loose', 'GenWatt SLA Commitments', 'Electrical wiring installation for GC5060', 'Starting generator after electrical failure', 'GC3000 Series Propane Generator Ignition', 'Selecting the Right Generator for Your Needs', 'Maintenance guidelines for generator unclear', 'Generator assembly instructions unclear', 'GC1020 Portable Generator Switch Malfunctioning', and 'AKASH P.'. The main content area shows the 'Solution Detail' for 'Electronic panel fitting loose' with fields for Solution Number (00000009), Public (checked), Status (Draft), Visible in Public Knowledge Base (checked), Created By (AKASH P. 06/04/2023, 12:41 pm), and Solution Title (Electronic panel fitting loose). The solution details text states: 'On the GC3020, the electronic panel is known to disengage from the main generator body especially when used at the higher-end of the capacity limits. We recommend you secure the electronic panel with additional bolts in the lower right and upper left corners using the additional bolt mechanisms provided at these locations.' Below the details are sections for 'Attachments' and 'Cases', both showing 'No records to display'.

The screenshot shows the Salesforce Developer Portal interface. The browser tabs include 'Developer Portal | Salesforce', 'Unsupported Item | Salesforce', 'Solution: GenWatt Installation Services', 'Akash Stat - Build a employ...', and 'GitHub'. The URL is 'governmentartscollegechidamb-dev-ed.develop.my.salesforce.com/5015i000000otzFAAQ'. The page title is 'Solution GenWatt Installation Services'. The left sidebar shows 'Recent Items' with a list of solutions including 'GenWatt Installation Services', 'Electronic panel fitting loose', 'GenWatt SLA Commitments', 'Electrical wiring installation for GC5060', 'Starting generator after electrical failure', 'GC3000 Series Propane Generator Ignition', 'Selecting the Right Generator for Your Needs', 'Maintenance guidelines for generator unclear', 'Generator assembly instructions unclear', 'GC1020 Portable Generator Switch Malfunctioning', and 'AKASH P.'. The main content area shows the 'Solution Detail' for 'GenWatt Installation Services' with fields for Solution Number (00000010), Public (checked), Status (Reviewed), Visible in Public Knowledge Base (checked), Created By (AKASH P. 06/04/2023, 12:41 pm), and Solution Title (GenWatt Installation Services). The solution details text states: 'GenWatt Corporation has a full-service support organization offering customers every type of installation assistance – from complete start-to-finish, on-site delivery and installation to hourly installation consulting services. Our engineers and consultants bring the highest level of technical expertise to the job and are well-known within the industry for their unparalleled service ethic.' Below the details are sections for 'Attachments' and 'Cases', both showing 'No records to display'.

#### 4 Trailhead profile public URL

Team Lead-<https://trailblazer.me/id/astat47>

Team Member 1-<https://trailblazer.me/id>

Team Member 2-<https://trailblazer.me/id/chdru2>

Team Member 3-<https://trailblazer.me/id/anusuya28012003>

## 5 ADVANTAGES & DISADVANTAGE

### Advantages:

**Improved cost control:** By requiring employees to obtain approval before booking travel, corporations can more effectively control their travel expenses

**Travel approval** can ensure that employees have received appropriate training and guidance on travel safety and that their travel plans are consistent with corporate policies and procedures.

**Increased productivity:** By ensuring that employees are properly authorized to travel, corporations can avoid delays and other issues that can impact productivity.

**Data analysis:** An employee travel approval system can provide valuable data for analysis. The system can track travel expenses, trends, and patterns, which can help corporations identify areas for cost savings and process improvements

### Disadvantages:

**Delay in the booking process:** Requiring employees to seek approval before booking travel can add an additional step to the process, which can cause delays in booking travel.

**Administrative burden:** Managing an employee travel approval system can be an administrative burden, requiring managers to review and approve travel requests.

**Lack of flexibility:** An employee travel approval system can be inflexible, particularly if there is a strict hierarchy of approval levels.

**Difficulty in enforcing compliance:** Even with an employee travel approval system in place, it can be challenging to ensure compliance with corporate travel policies.

This Can negatively impact employee morale and may lead to higher turnover rates

## 6 APPLICATIONS

An application, also referred to as an application program or application software, is a computer software package that performs a specific function directly for an end user or, in some cases, for another application. An application can be self-contained or a group of programs. The program is a set of operations that runs the application for the user.

## 7 CONCLUSION

Just as your introduction acts as a bridge that transports your readers from their own lives into the “place” of your analysis, your conclusion can provide a bridge to help your readers make the transition back to their daily lives. Such a conclusion will help them see why all your analysis and information should matter to them after they put the paper down.



## 8 FUTURE SCOPE

The adoption of Artificial Intelligence in India is promising. However, currently, it is at a nascent stage. While there are a few industries such as IT, manufacturing, automobile, etc, that are leveraging the prowess of AI, there are still many areas in which its potential is unexplored.