

BUILD A EMPLOYEE TRAVEL APPROVAL APPLICATION FOR CORPORATES

1 INTRODUCTION

1.1 OVERVIEW

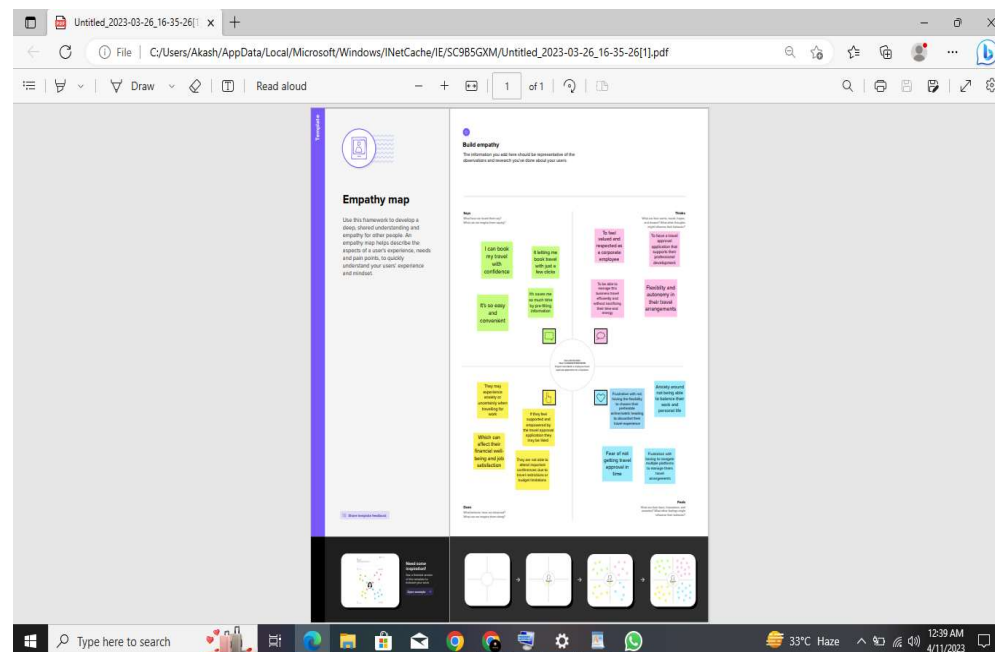
In this article, we discuss what a corporate travel policy is, explain the elements and uses of travel policies, review how to write one and provide a sample corporate travel policy to help you prepare your own.

1.2 PURPOSE

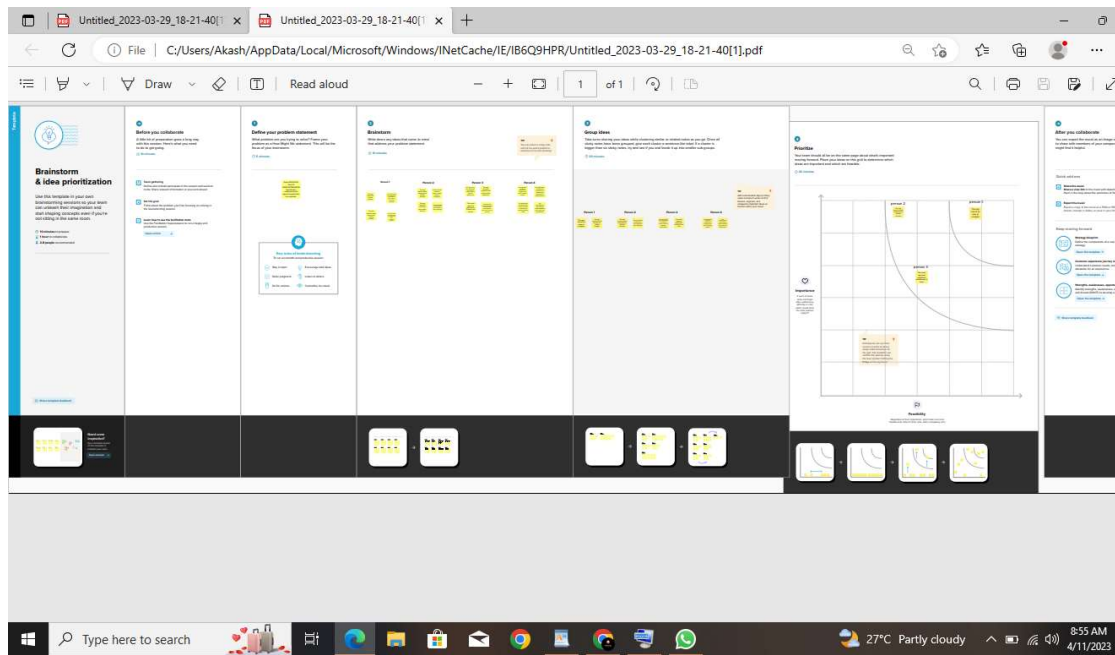
The purpose of this policy is to describe the approval process for journeys, discuss the payment processes for travel expenses and explain our regulations for travel arrangements.

2 Problem Definition & Design Thinking

2.1 Empathy Map



2.2 Ideation & Brainstorming Map



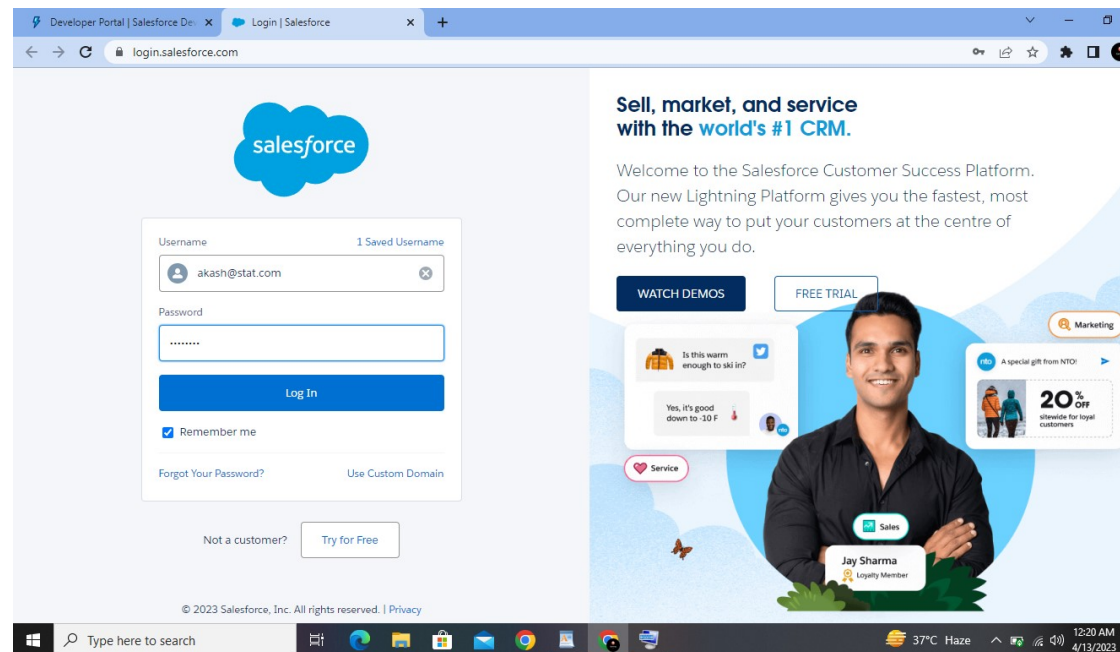
3.Result :

3.1 Data Model :

Object name	Fields in the Object	
Department	Field label	Data Type
	Department	Text
Travel approval	Field label	Data Type
	Travel approval	Text
Expensive Item	Field label	Data type
	Expensive Item	Text

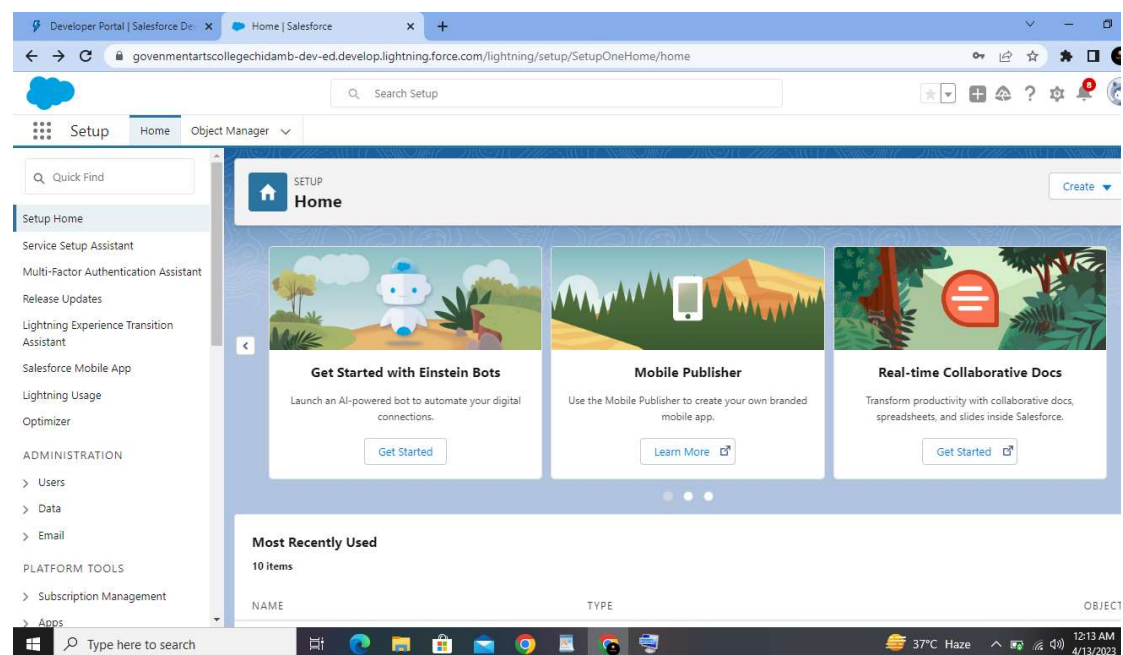
3.2 Activity & screenshot

Milestone 1 : Creation Salesforce Org

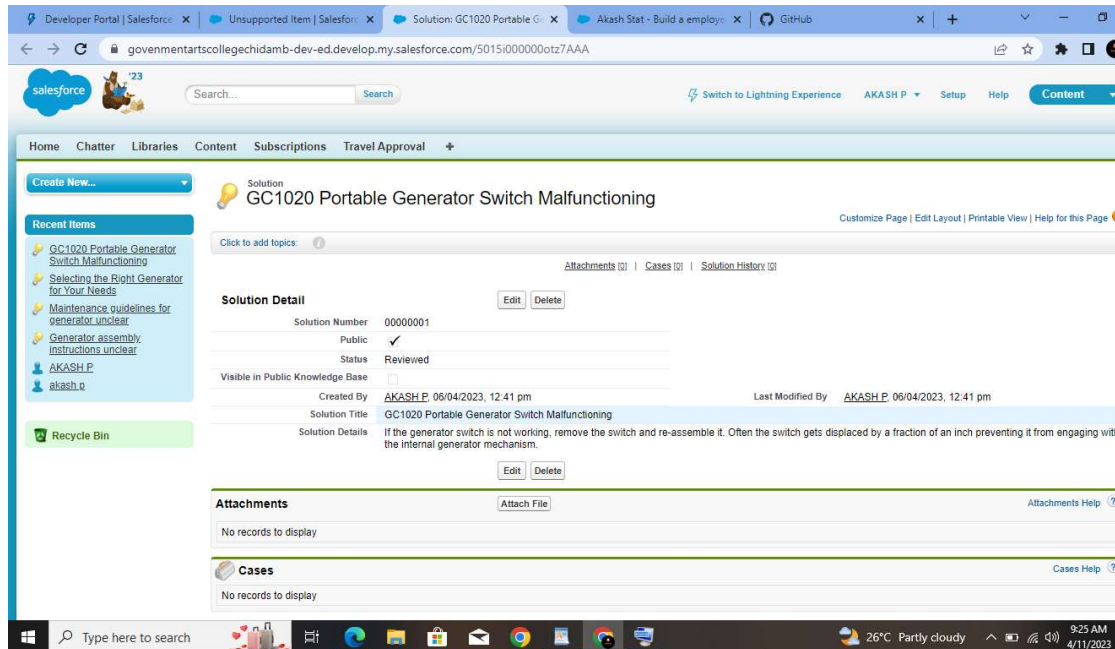


Activity 1:

Salesforce login

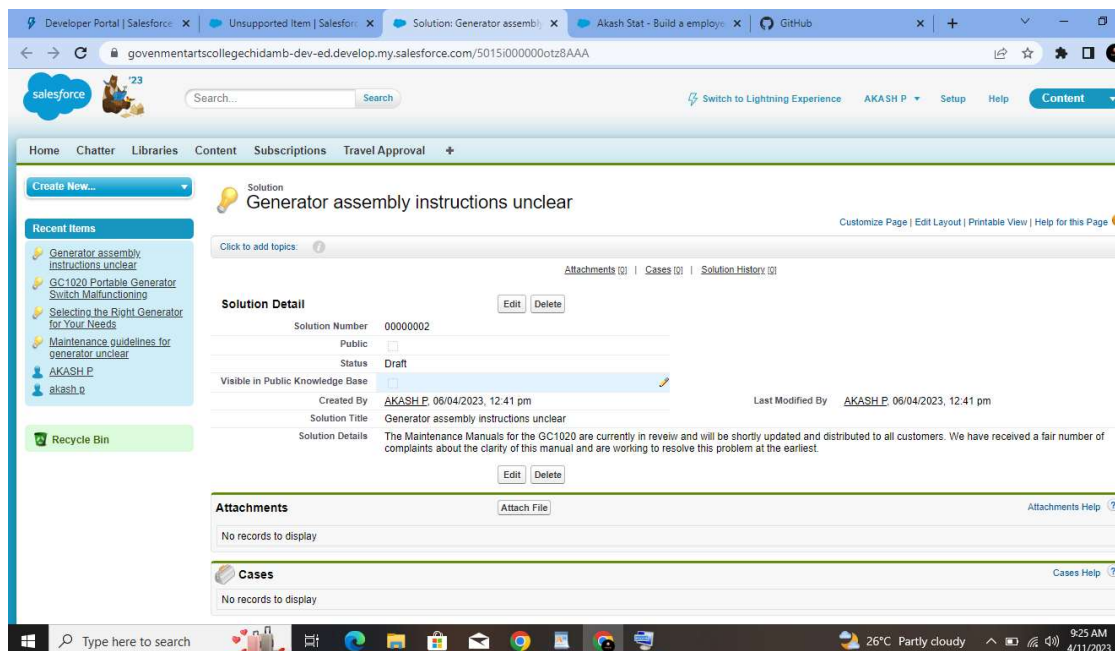


Milestone 1:



The screenshot shows the Salesforce Developer Portal interface. The browser tabs include 'Developer Portal | Salesforce', 'Unsupported Item | Salesforce', 'Solution: GC1020 Portable Generator Switch Malfunctioning', 'Akash Stat - Build a employe', and 'GitHub'. The URL is 'governmentartscollegechidamb-dev-ed.develop.my.salesforce.com/5015i000000otz7AAA'. The page title is 'GC1020 Portable Generator Switch Malfunctioning'. The 'Solution Detail' section shows: Solution Number 00000001, Public checked, Status Reviewed, Visible in Public Knowledge Base unchecked, Created By AKASH P, Solution Title GC1020 Portable Generator Switch Malfunctioning, and 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. The 'Attachments' and 'Cases' sections both show 'No records to display'.

Milestones 2:



The screenshot shows the Salesforce Developer Portal interface. The browser tabs include 'Developer Portal | Salesforce', 'Unsupported Item | Salesforce', 'Solution: Generator assembly', 'Akash Stat - Build a employe', and 'GitHub'. The URL is 'governmentartscollegechidamb-dev-ed.develop.my.salesforce.com/5015i000000otz8AAA'. The page title is 'Generator assembly instructions unclear'. The 'Solution Detail' section shows: Solution Number 00000002, Public unchecked, Status Draft, Visible in Public Knowledge Base unchecked, Created By AKASH P, Solution Title Generator assembly instructions unclear, and 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. The 'Attachments' and 'Cases' sections both show 'No records to display'.

Milestone 3:

The screenshot shows a Salesforce Developer Portal interface. The browser tabs include 'Developer Portal | Salesforce', 'Unsupported Item | Salesforce', 'Solution: Maintenance guide', 'Akash Stat - Build a employe', and 'GitHub'. The URL is 'governmentartscollegechidamb-dev-ed.develop.my.salesforce.com/5015i000000otz9AAA'. The page title is 'Maintenance guidelines for generator unclear'. The solution details show it was created by 'AKASH P' on 06/04/2023 at 12:41 pm. The solution title is 'Maintenance guidelines for generator unclear'. The solution details text states: '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.' The page also shows sections for 'Attachments' and 'Cases', both with 'No records to display'.

Milestone 4:

The screenshot shows a Salesforce Developer Portal interface. The browser tabs include 'Developer Portal | Salesforce', 'Unsupported Item | Salesforce', 'Solution: Selecting the Right', 'Akash Stat - Build a employe', and 'GitHub'. The URL is 'governmentartscollegechidamb-dev-ed.develop.my.salesforce.com/5015i000000otz9AAQ'. The page title is 'Selecting the Right Generator for Your Needs'. The solution details show it was created by 'AKASH P' on 06/04/2023 at 12:41 pm. The solution title is 'Selecting the Right Generator for Your Needs'. The solution details text states: '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.' The page also shows sections for 'Attachments' and 'Cases', both with 'No records to display'.

Milestone 5:

The screenshot shows the Salesforce Developer Portal interface. The browser tabs include 'Developer Portal | Salesforce', 'Unsupported Item | Salesforce', 'Solution: GC3000 Series Propane Generator Ignition', 'Akash Stat - Build a employe', and 'GitHub'. The URL is 'governmentartscollegechidamb-dev-ed.develop.my.salesforce.com/5015i0000000tzBAAQ'. The page title is 'GC3000 Series Propane Generator Ignition'. The left sidebar shows 'Recent Items' with links to '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 'GC3000 Series Propane Generator Ignition'. The solution number is '00000005', it is 'Public', 'Reviewed', and 'Visible in Public Knowledge Base'. It was created by 'AKASH P' on '06/04/2023, 12:41 pm'. The solution details describe the startup process for the GC3000 series propane generators, including steps like 'Disengage the fuel source', 'Use the vacuum pump provided to suck out the air above the fuel source', 'Reengage the fuel source', and 'Try the startup again'. The 'Attachments' and 'Cases' sections show 'No records to display'.

Milestone 6:

The screenshot shows the Salesforce Developer Portal interface. The browser tabs include 'Developer Portal | Salesforce', 'Unsupported Item | Salesforce', 'Solution: Starting generator after electrical failure', 'Akash Stat - Build a employe', and 'GitHub'. The URL is 'governmentartscollegechidamb-dev-ed.develop.my.salesforce.com/5015i0000000tzCAAQ'. The page title is 'Starting generator after electrical failure'. The left sidebar shows 'Recent Items' with links to '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 'Starting generator after electrical failure'. The solution number is '00000006', it is 'Draft', and 'Visible in Public Knowledge Base'. It was created by 'AKASH P' on '06/04/2023, 12:41 pm'. The solution details describe the process of starting the generator after an electrical failure, stating that the generator must be manually turned off before establishing the connection again. The 'Attachments' and 'Cases' sections show 'No records to display'.

Milestone 7:

The screenshot shows the Salesforce Developer Portal interface. The browser tabs include 'Developer Portal | Salesforce', 'Unsupported Item | Salesforce', 'Solution: Electrical wiring ins...', 'Akash Stat - Build a employe...', and 'GitHub'. The URL is 'governmentartscollegechidamb-dev-ed.develop.my.salesforce.com/5015i000000otzDAAQ'. The page title is 'Solution: Electrical wiring installation for GC5060'. The left sidebar shows 'Recent Items' with links to various generator-related solutions and a 'Recycle Bin' button. The main content area has a 'Click to add topics:' button and tabs for 'Attachments', 'Cases', and 'Solution History'. The 'Solution Detail' section shows:

- 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.

 The 'Attachments' and 'Cases' sections both show 'No records to display'. The bottom of the page shows a Windows taskbar with the date 4/11/2023 and time 9:29 AM.

Milestone 8:

The screenshot shows the Salesforce Developer Portal interface for the 'GenWatt SLA Commitments' solution. The browser tabs include 'Developer Portal | Salesforce', 'Unsupported Item | Salesforce', 'Solution: GenWatt SLA Com...', 'Akash Stat - Build a employe...', and 'GitHub'. The URL is 'governmentartscollegechidamb-dev-ed.develop.my.salesforce.com/5015i000000otzEAAQ'. The page title is 'Solution: GenWatt SLA Commitments'. The left sidebar shows 'Recent Items' with links to various generator-related solutions and a 'Recycle Bin' button. The main content area has a 'Click to add topics:' button and tabs for 'Attachments', 'Cases', and 'Solution History'. The 'Solution Detail' section shows:

- 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

 The 'Attachments' and 'Cases' sections both show 'No records to display'. The bottom of the page shows a Windows taskbar with the date 4/11/2023 and time 9:31 AM.

Milestone 9:

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 employe', and 'GitHub'. The URL is 'governmentartscollegechidamb-dev-ed.develop.my.salesforce.com/5015i0000000tztFAAQ'. The page title is 'Solution: Electronic panel fitting loose'. The left sidebar shows 'Recent Items' with a list of solutions and a 'Recycle Bin' button. The main content area shows the 'Solution Detail' for 'Electronic panel fitting loose' (Solution Number: 00000009). The status is 'Draft' and it is not visible in the public knowledge base. The solution details describe a disengagement issue with the GC3020 electronic panel. Below the details are sections for 'Attachments' and 'Cases', both showing 'No records to display'.

Milestone 10:

The screenshot shows the Salesforce Developer Portal interface for a solution titled 'GenWatt Installation Services' (Solution Number: 00000010). The browser tabs include 'Developer Portal | Salesforce', 'Unsupported Item | Salesforce', 'Solution: GenWatt Installation Services', 'Akash Stat - Build a employe', and 'GitHub'. The URL is 'governmentartscollegechidamb-dev-ed.develop.my.salesforce.com/5015i0000000tztFAAQ'. The page title is 'Solution: GenWatt Installation Services'. The left sidebar shows 'Recent Items' with a list of solutions and a 'Recycle Bin' button. The main content area shows the 'Solution Detail' for 'GenWatt Installation Services'. The status is 'Reviewed' and it is visible in the public knowledge base. The solution details describe GenWatt Corporation's full-service support organization. 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.