LEASE MANAGEMENT

Introduction:

Are you new to Salesforce? Not sure exactly what it is, or how to use it? Don’t know where you should start on your learning journey? If you’ve answered yes to any of these questions, then you’re in the right place. This module is for you.

Welcome to Salesforce! Salesforce is game-changing technology, within a host of productivity-boosting features, that will help you sell smarter and faster. As you work toward your badge for this module, we’ll take you through these features and answer the question, “What is Salesforce, anyway?

What Is Salesforce?

Salesforce is your customer success platform, designed to help you sell, service, market, analyze, and connect with your customers.

Salesforce has everything you need to run your business from anywhere. Using standard products and features, you can manage relationships with prospects and customers, collaborate and engage with employees and partners, and store your data securely in the cloud.

So what does that really mean? Well, before Salesforce, your contacts, emails, follow-up tasks, and prospective deals might have been organized something like this:

https://youtu.be/r9EX3lGde5k

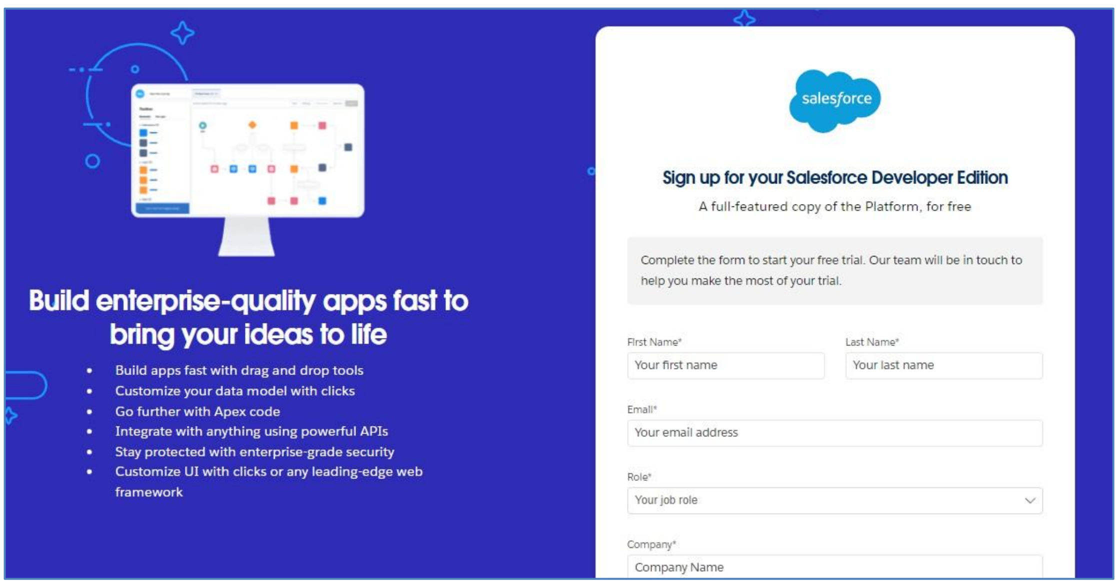
Milestone-1

Salesforce Account

Activity – 1 Creating Developer Account:

Creating a developer org in salesforce.

1. Go to https://developer.salesforce.com/signup
2. On the sign-up form, enter the following details:



First Name :KAPPALA

Last Name : SARANYA

Email :saranyakappala@gmail.com

Role :Developer

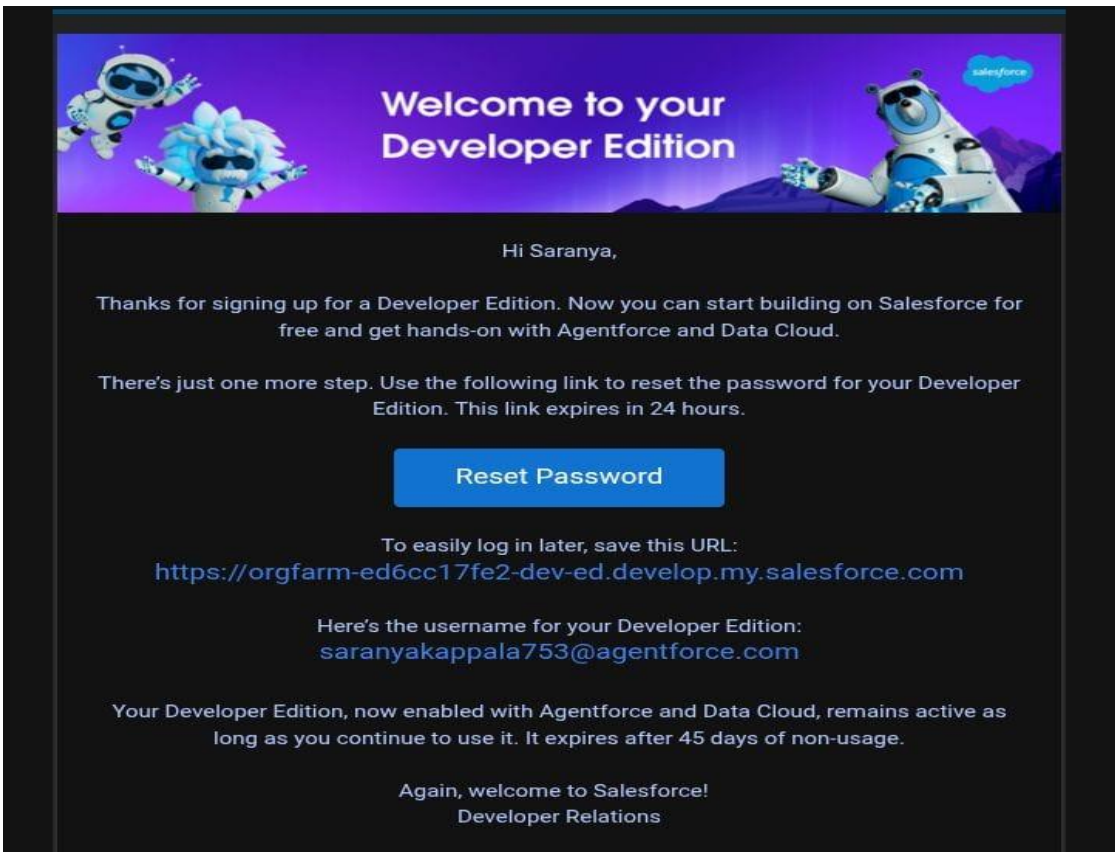
Company : Gayatri Degree College Tirupati

Country : India

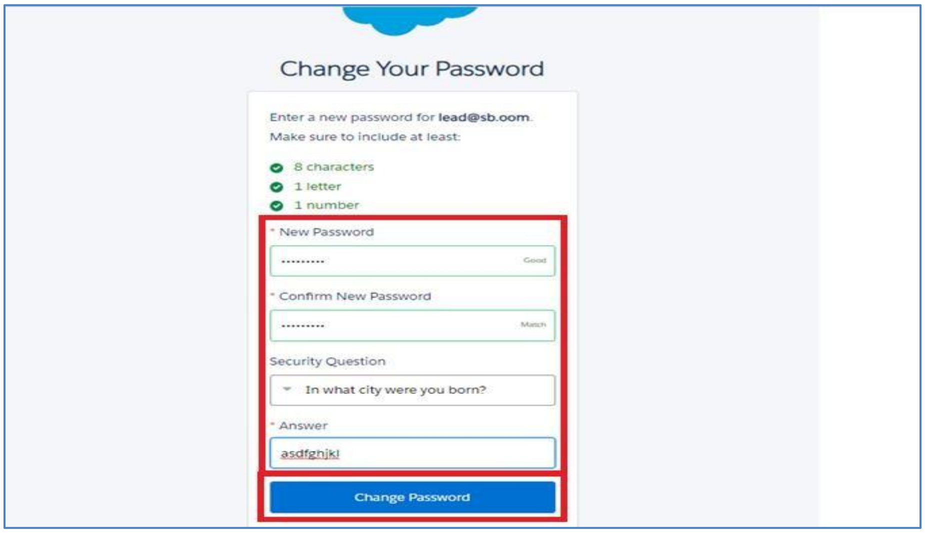
Activity 2: Account Activation:

Account Activation:

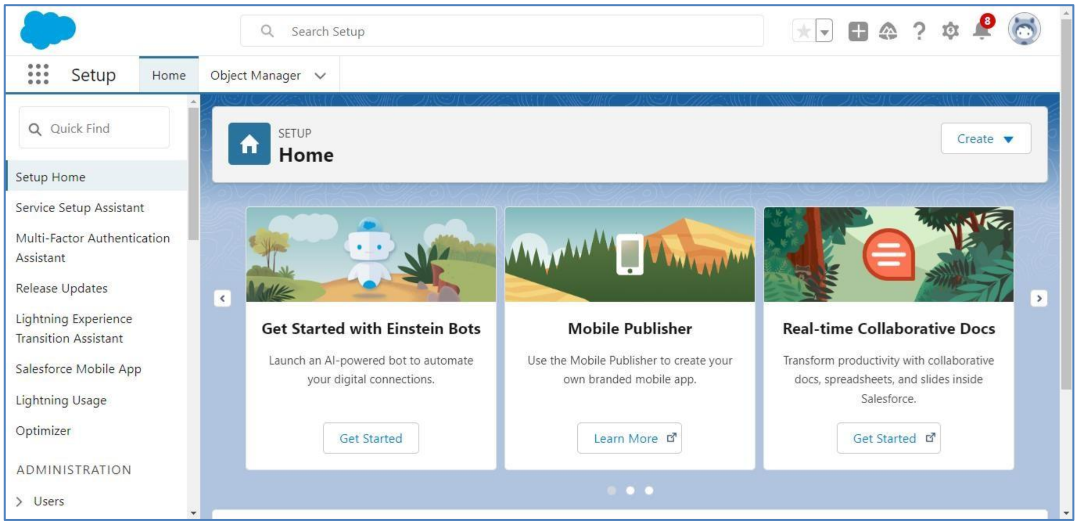
1. Go to the inbox of the email that you used while signing up. Click on the verify account to activate your account. The email may take 5-10mins.



2. Click on Verify Account
3. Give a password and answer a security question and click on change password.


Change Your Password
Enter a new password for lead@sb.oom.
Make sure to include at least:
8 characters
1 letter
1 number
* New Password
Good
* Confirm New Password
Match
Security Question
In what city were you born?
* Answer
asdfghjkl
Change Password

4. Then you will redirect to your salesforce setup page.



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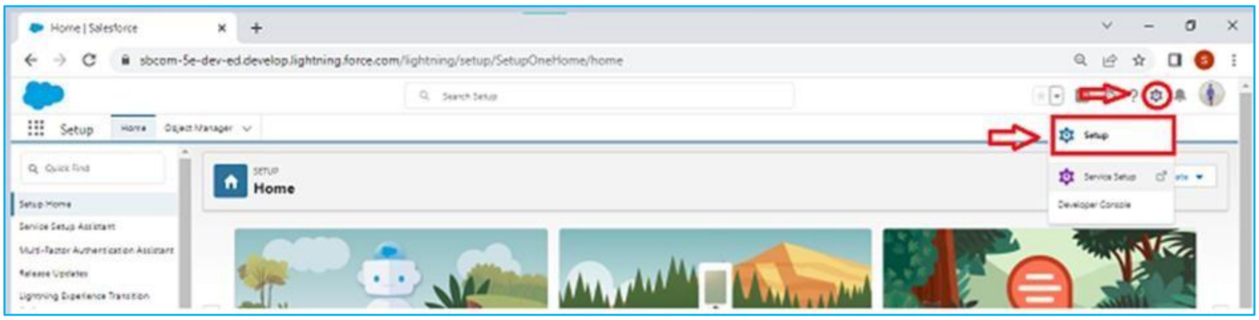
Milestone-2

Object Creation

Activity – 1:Create Property Object:

To Navigate to Setup page:



To create an object:

1. From the setup page? Click on Object Manager? Click on Create? Click on Custom Object.

2. Enter label name as property

3.Enter plural label name as property

4.EnterRecordName as property name

5.Select data type as Text

6.Select Allow reports, Track field history, Allow activities

8.Click on Save and New

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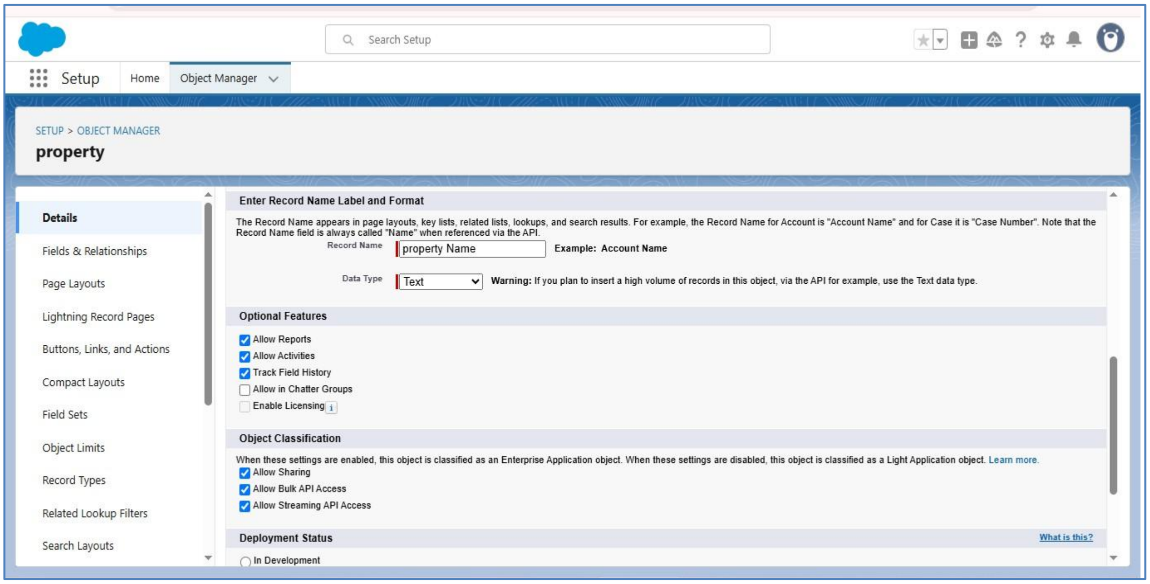
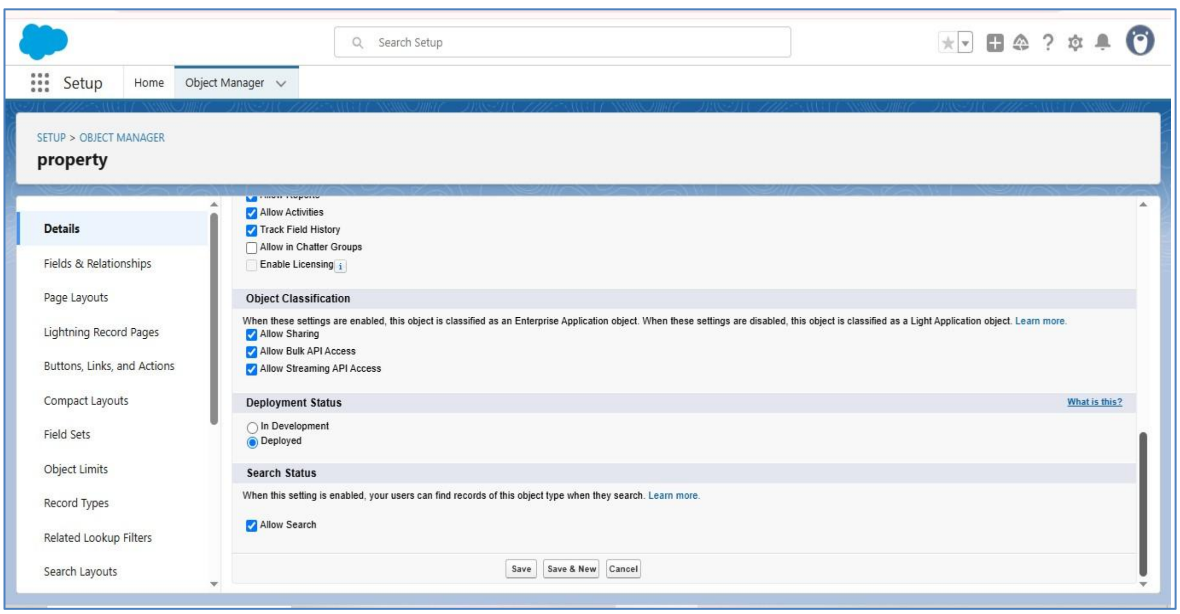




Activity – 2 Create Tenant Object:

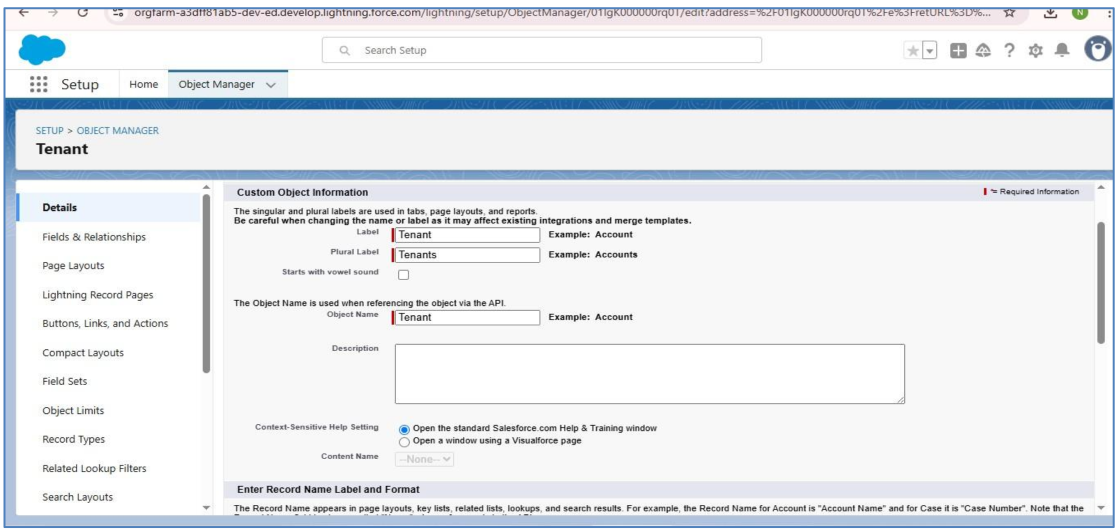
From set up page

1.Click on ObjectManager

2.Click on Create>>Click on Custom Object

3.Enter label name asTenant

4.Enter plural label name as **Tenants**



5.Enter record name as Tenant Nam**e**

6.Enter data type as Text

7.Click on Allow reports, Track field history, Allow activities

8.Click on Allow search

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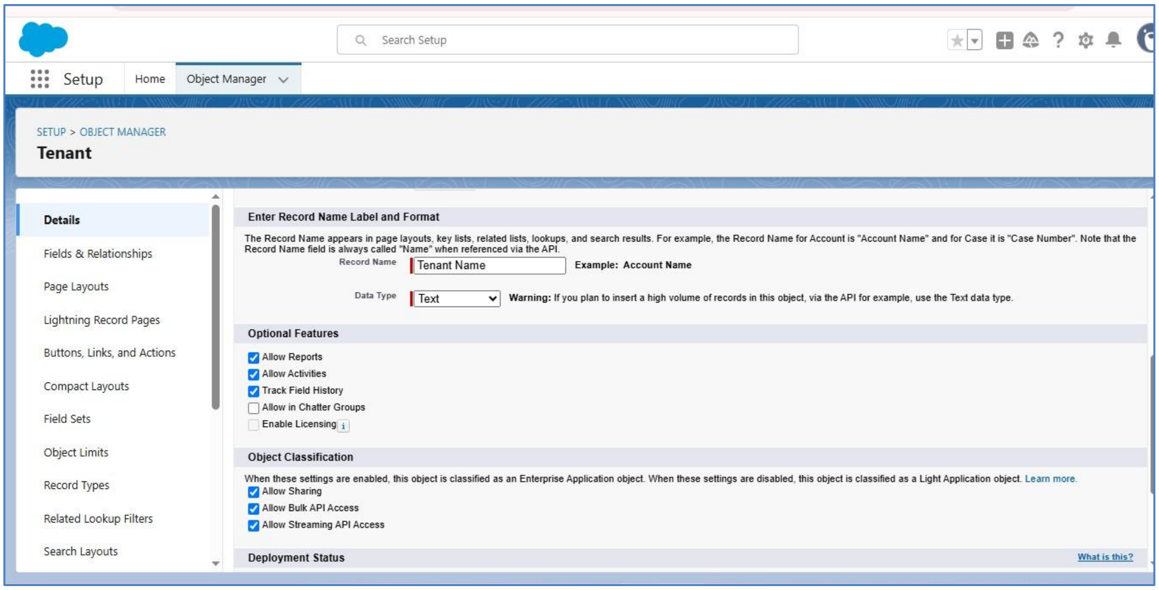
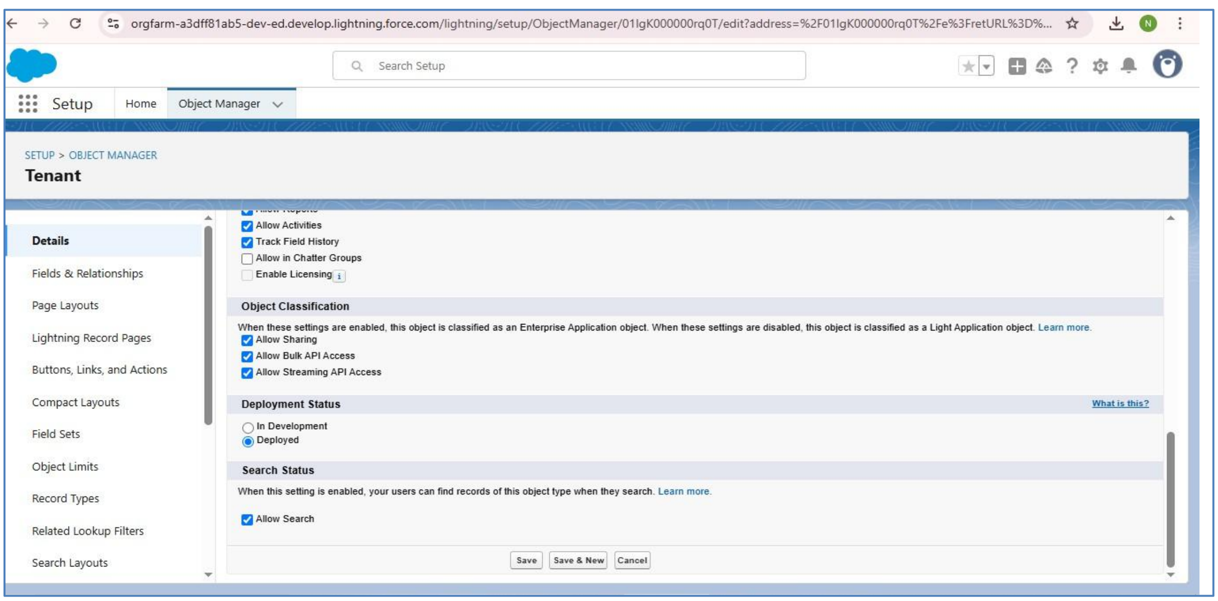


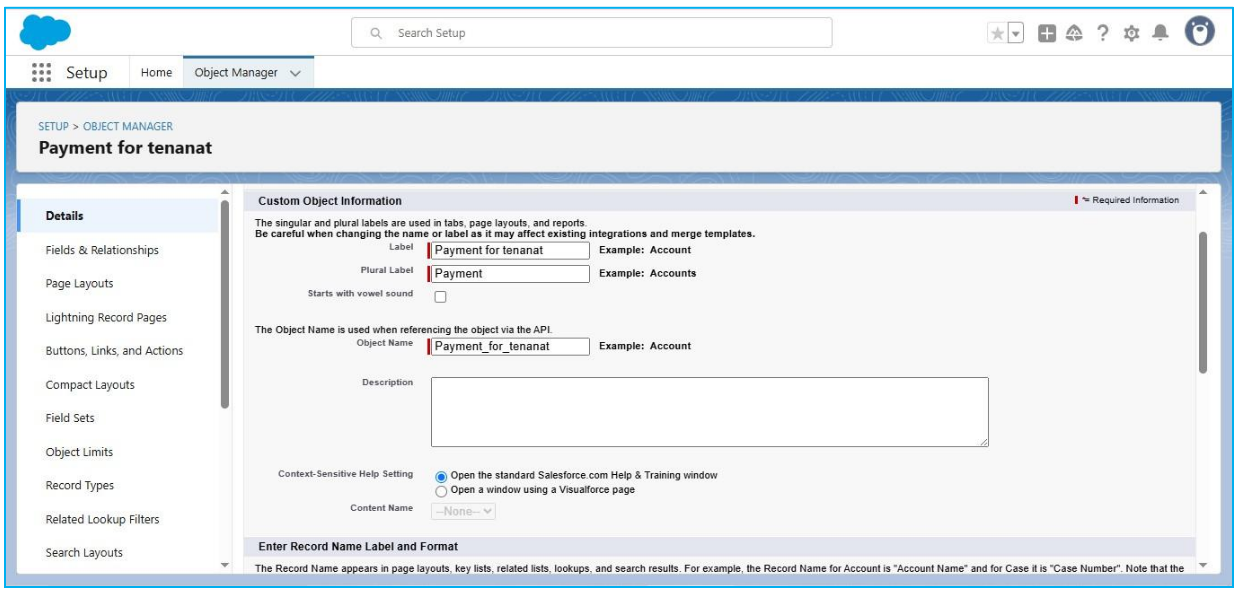
9.Click on Save and New



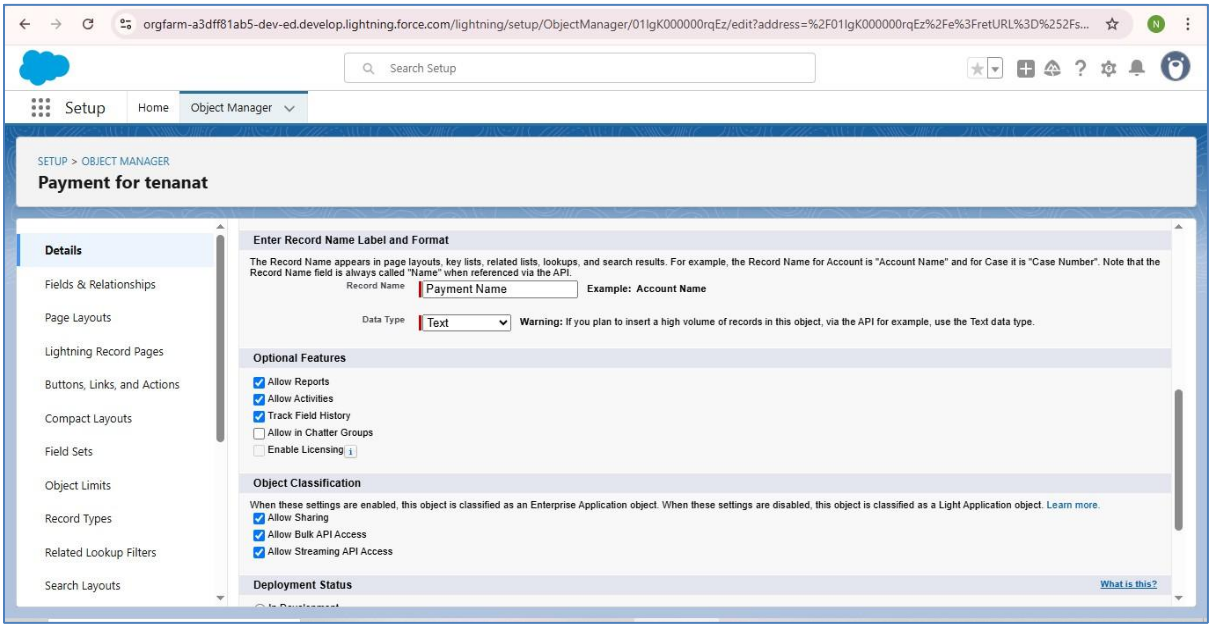
Activity - 3 Create Payment Object:

From set up page

1. Click on Object Manager
2. Click on Create>>Click on Custom Object
3. Enter label name as Payment for tenant
4. Enter plural label name as Payment

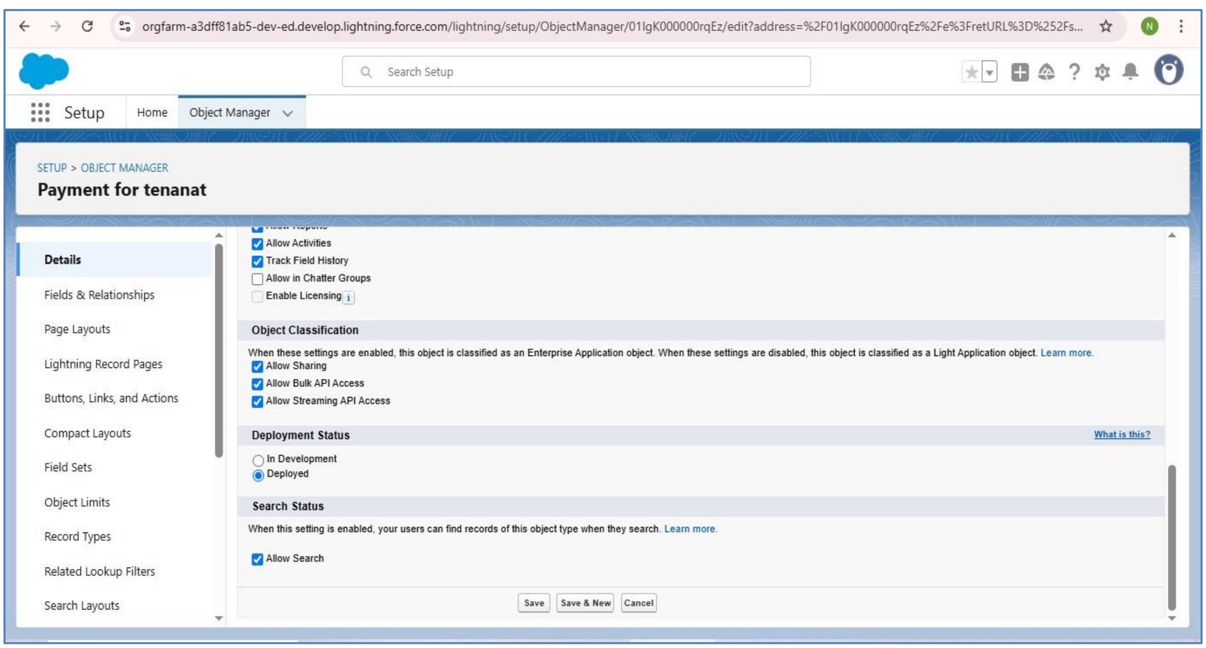


5. Enter record name as Payment Name
6. Enter data type as Text
7. Click on Allow reports, Track field history, Allow activities



8. Click on Allow Search

9. Click on Save And New



Activity – 4 Create Lease Object:

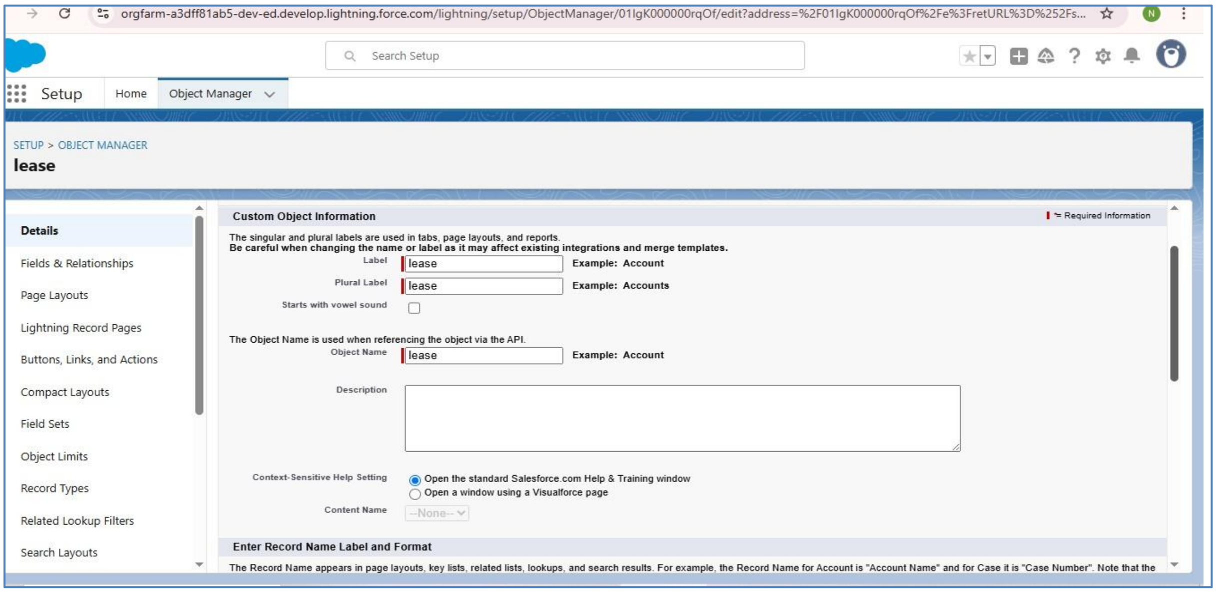
From set up page

1.Click on Object Manager

2.Click on Create>>Click on Custom Object

3.Enter label name as lease

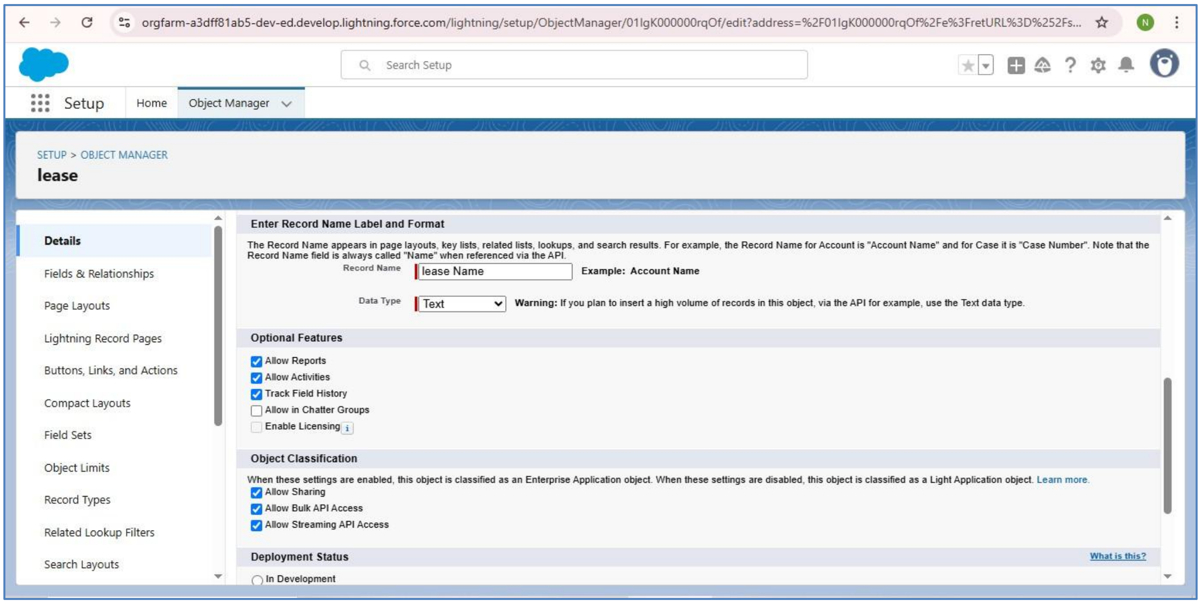
4.Enter plural label name as lease



5.Enter record name as lease Name

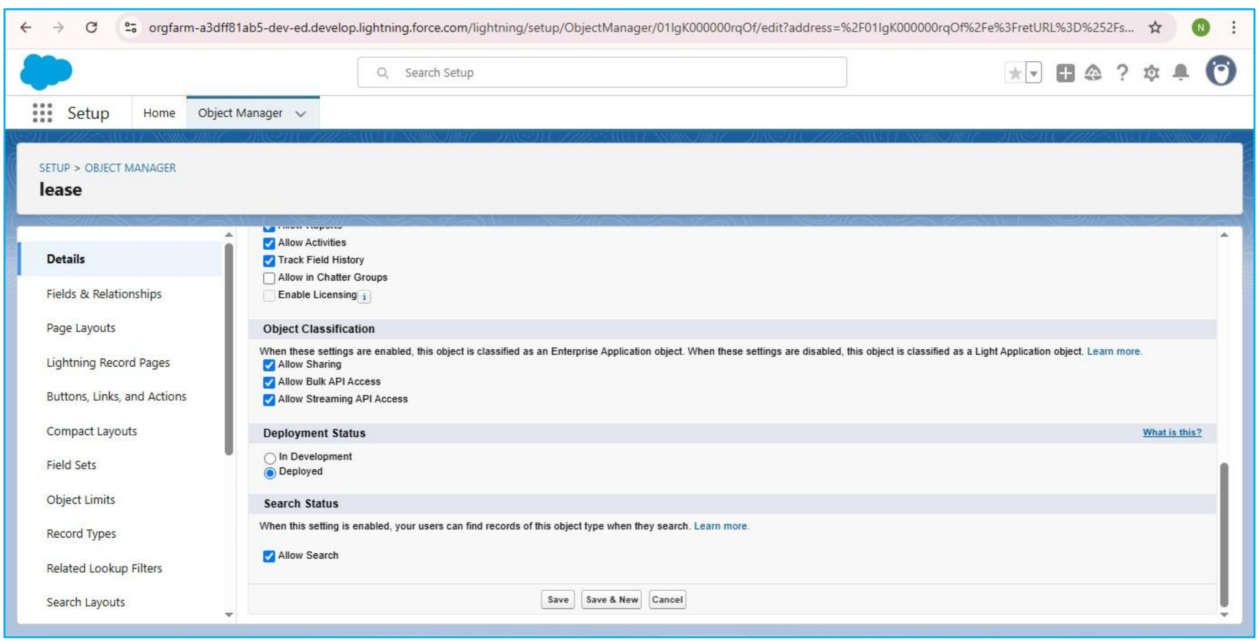
6.Enter data type as Text

7.Click on Allow reports, Track field history, Allow activities



8. Click on Allow search

9. Click on Save and New



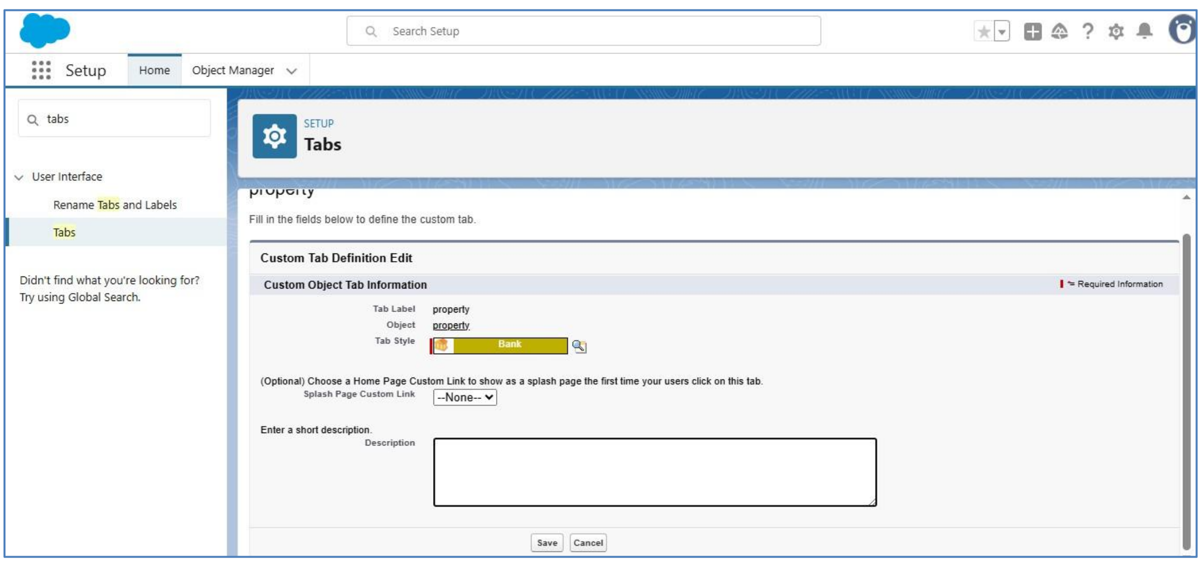
Milestone-3

Tab Creation

Activity - 1 To create a Tab:(Property)

From set up page

1. Search for Tabs in the Quick find box
2. Click on tabs
3. Click on New under custom object tab
4. Select object Property >>Select the tab style

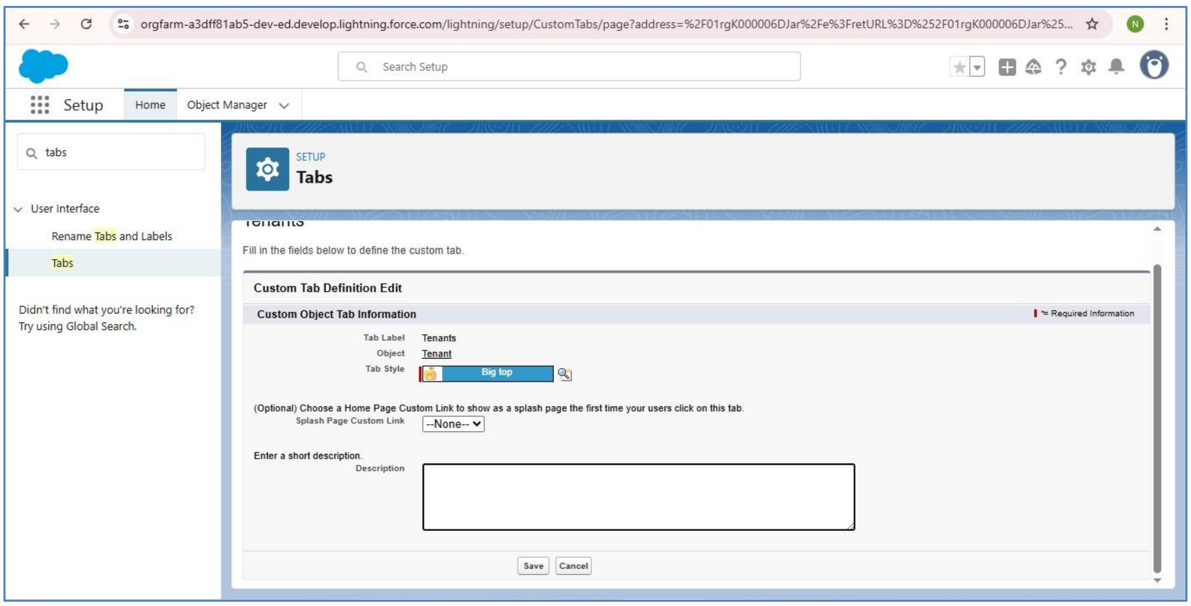


5. Click on next>> (Add to profile page) keep it as default>>Click on Next (Add to custom app) Uncheck the include tab.
6. Make sure that the Append to tab user's existing personal customizations is checked
7. Click on Save

Activity – 2 To create a Tab:(Tenant)

From set up page

1. Search for Tabs in the Quick find box
2. Click on tabs
3. Click on New under custom object tab
4. Select object Tenant>>Select the tab style

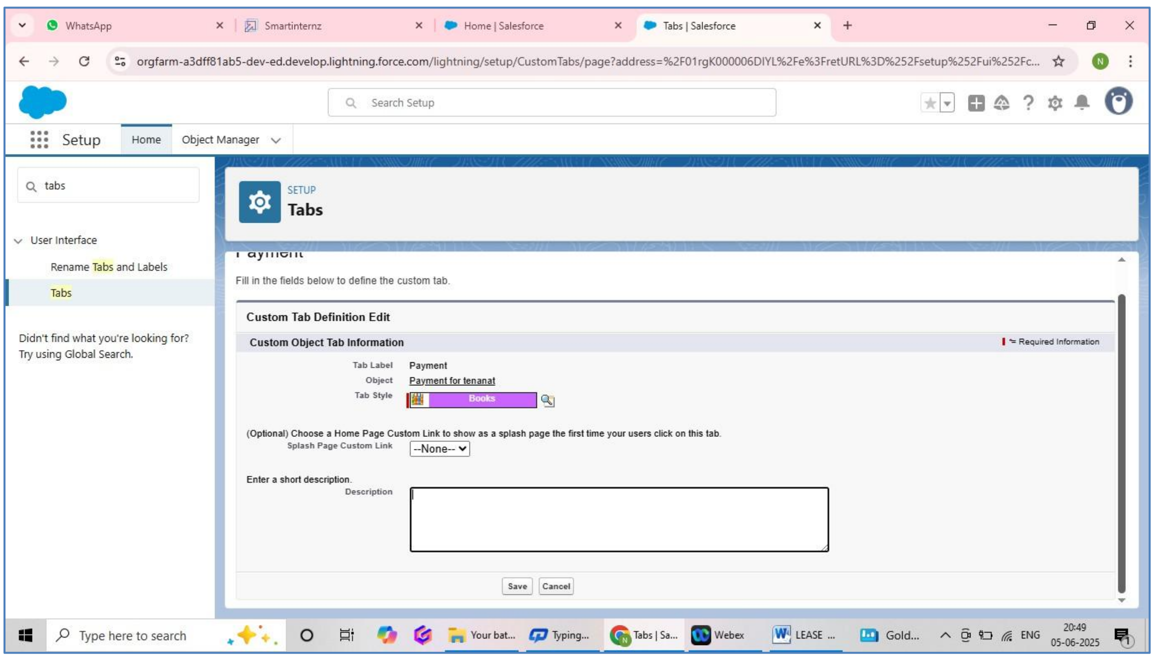


5. Click on next>> (Add to profile page) keep it as default>>Click on Next (Add to custom app) Uncheck the include tab.
6. Make sure that the Append to tab user's existing personal customizations is checked
7. Click on Save

Activity – 3 To create a Tab:(Payment for tenants)

From set up page

1. Search for Tabs in the Quick find box
2. Click on tabs
3. Click on New under custom object tab
4. Select object Payment for tenant>>Select the tab style

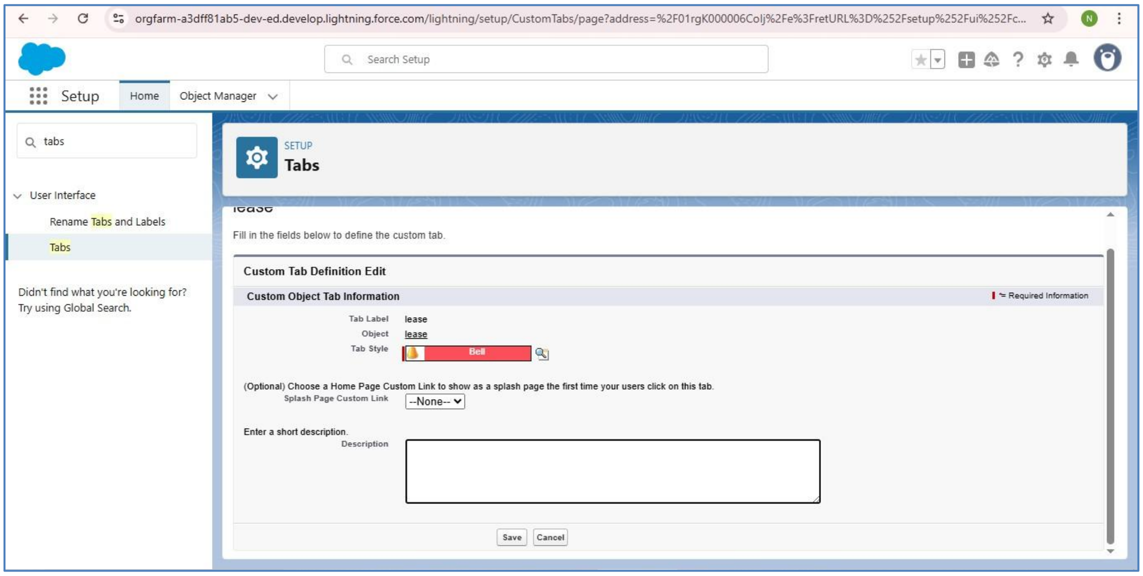


5. Click on next>> (Add to profile page) keep it as default>>Click on Next (Add to custom app) Uncheck the include tab.
6. Make sure that the Append to tab user's existing personal customizations is checked
7. Click on Save

Activity – 4 To create a Tab:(lease)

From set up page

1. Search for Tabs in the Quick find box
2. Click on tabs
3. Click on New under custom object tab
4. Select object lease>>Select the tab style



5. Click on next>> (Add to profile page) keep it as default>>Click on Next (Add to custom app) Uncheck the include tab.

6. Make sure that the Append to tab user's existing personal customizations is checked
7. Click on Save

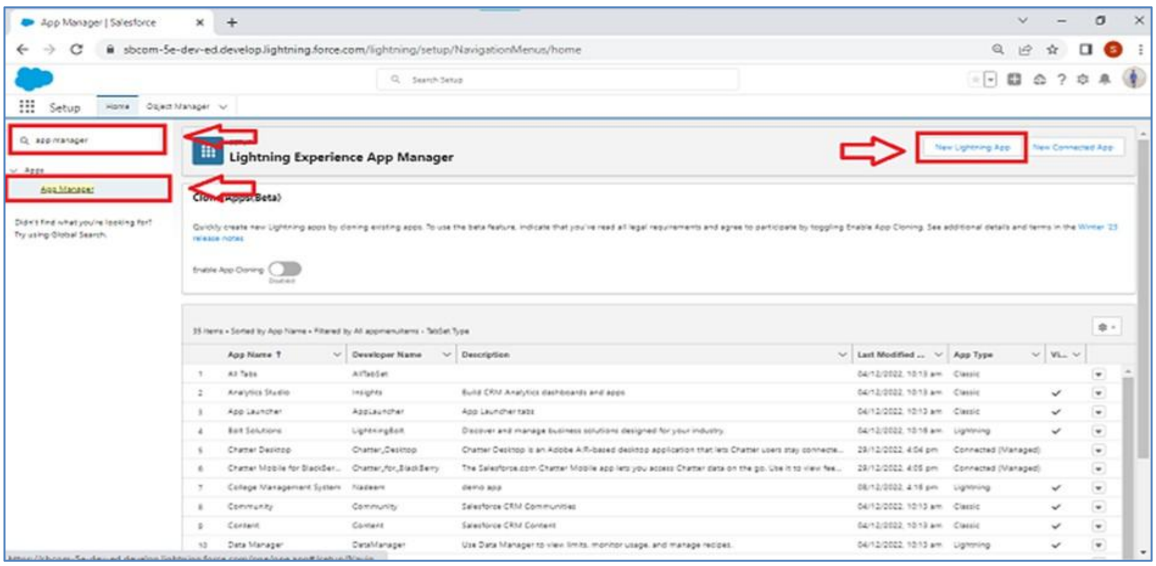
Milestone – 4

The Lightning App

Activity – 1 To create a lightning app page:

From the set up

1.SearchAppManager in the Quick find box>>Select AppManager>>Click on New Lightning App



2. Fill the app name in app details and branding as follow

   App Name: Lease Management

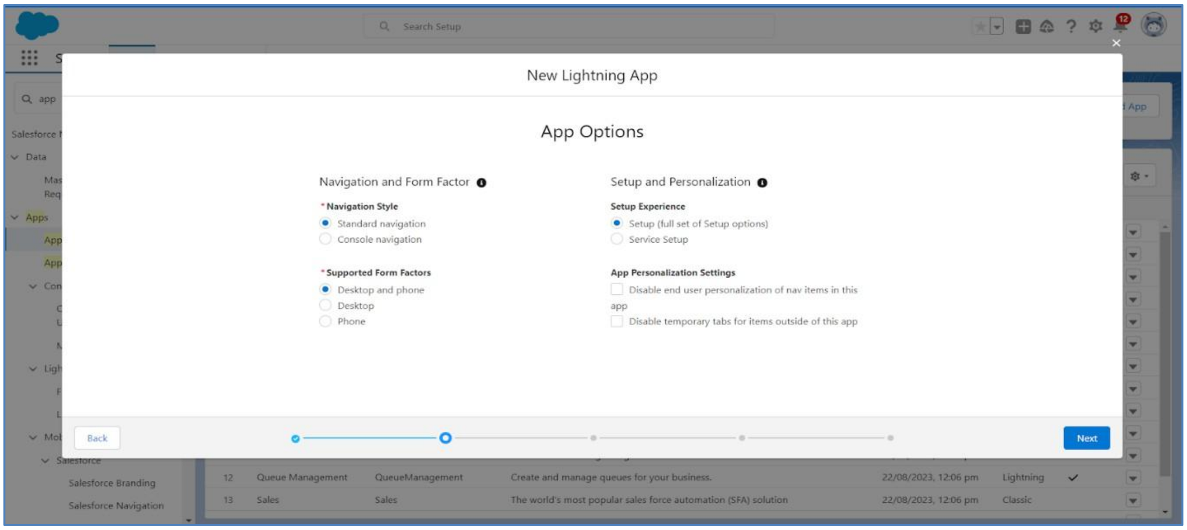
   Developer Name: This will auto populated

   Image: optional (if you want to give any image you can otherwise not

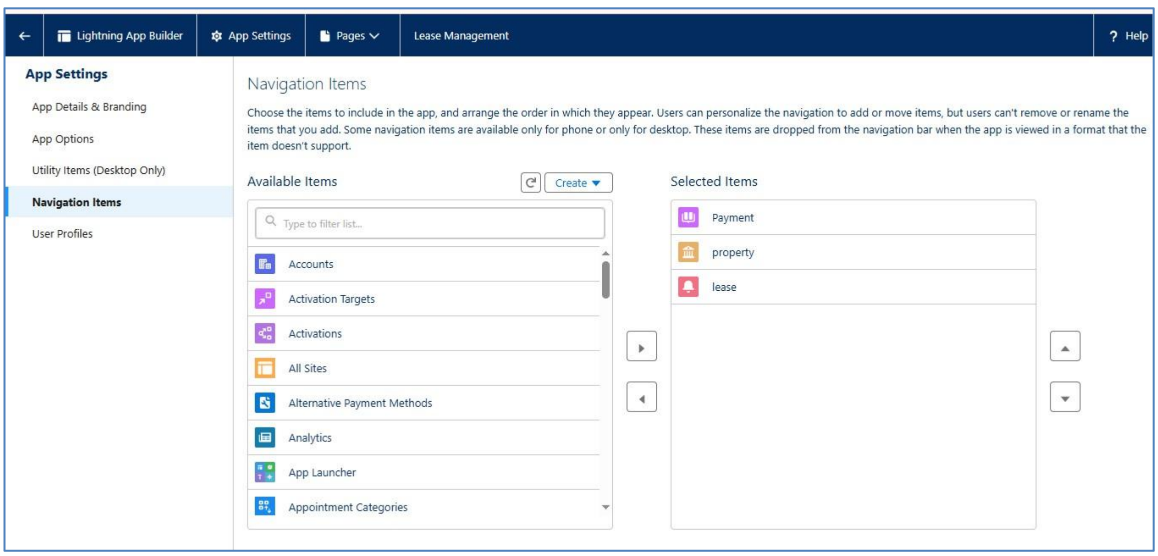
   (mandatory)Primary colour hex value: keep this default.

3. Then click Next >> (App option page) Set Navigation Style as Standard Navigation >> Next.

(Utility Items) keep it as default >> Next.

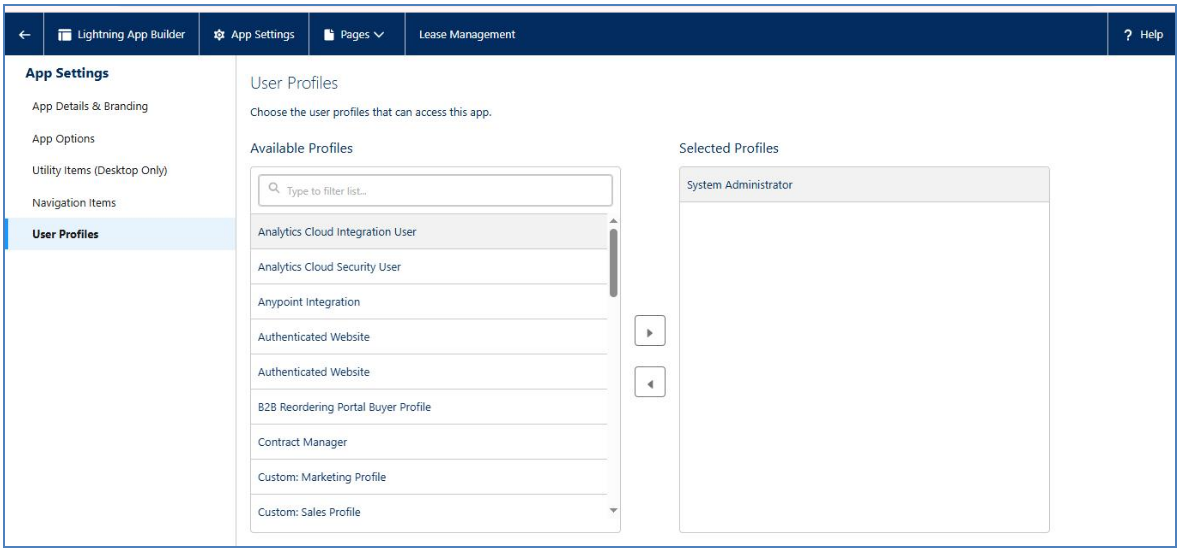


4.To Add Navigation Items:



Search for the item in the (Payment for tenant, Tenants, property, lease) from the search bar and move it using the arrow button?Next? Next.

5. To Add User Profiles:



Search profiles (System administrator) in the search bar >>click on the arrow button >> save & finish.

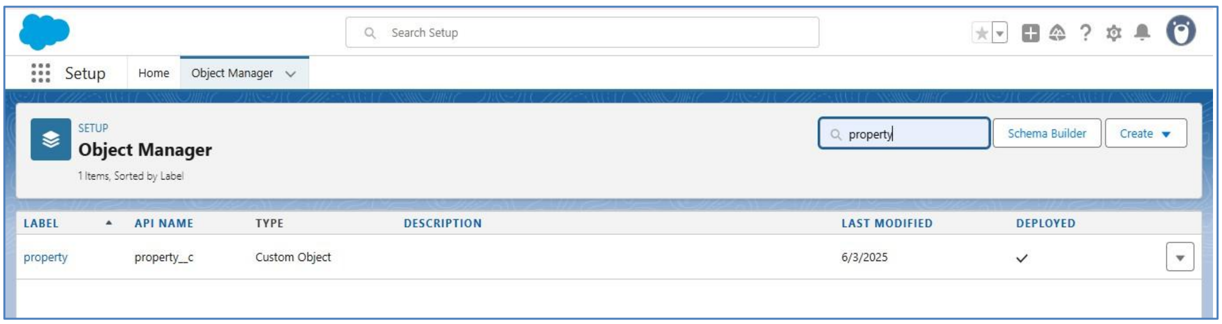
Milestone – 5

Fields

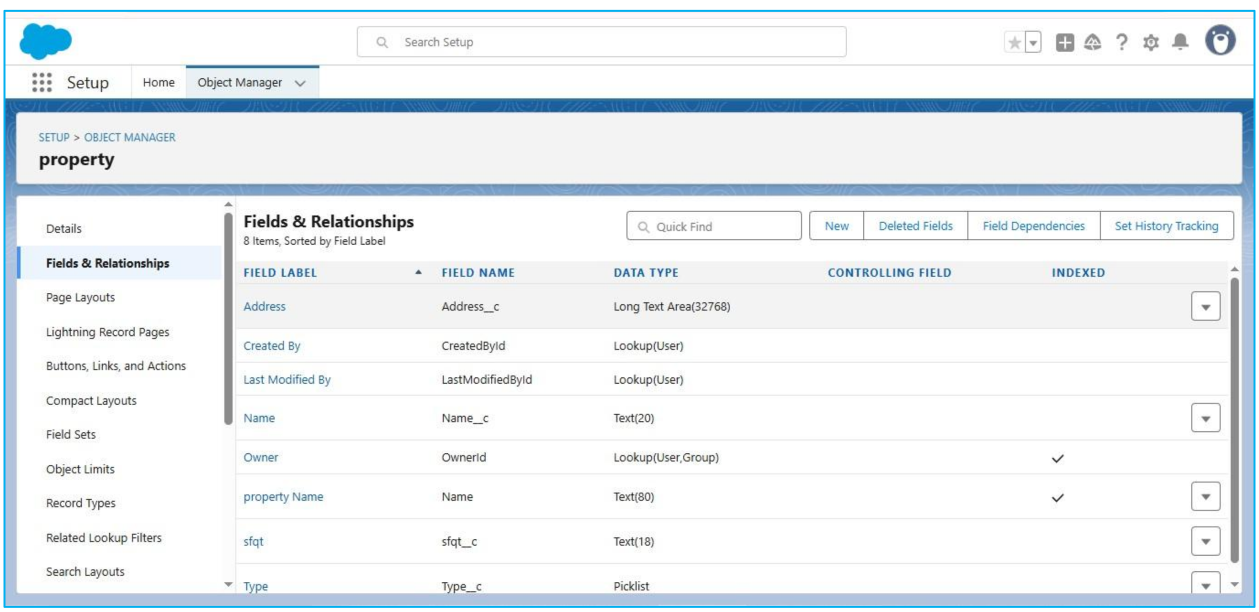
Activity – 1 To create fields in an object:

From set up

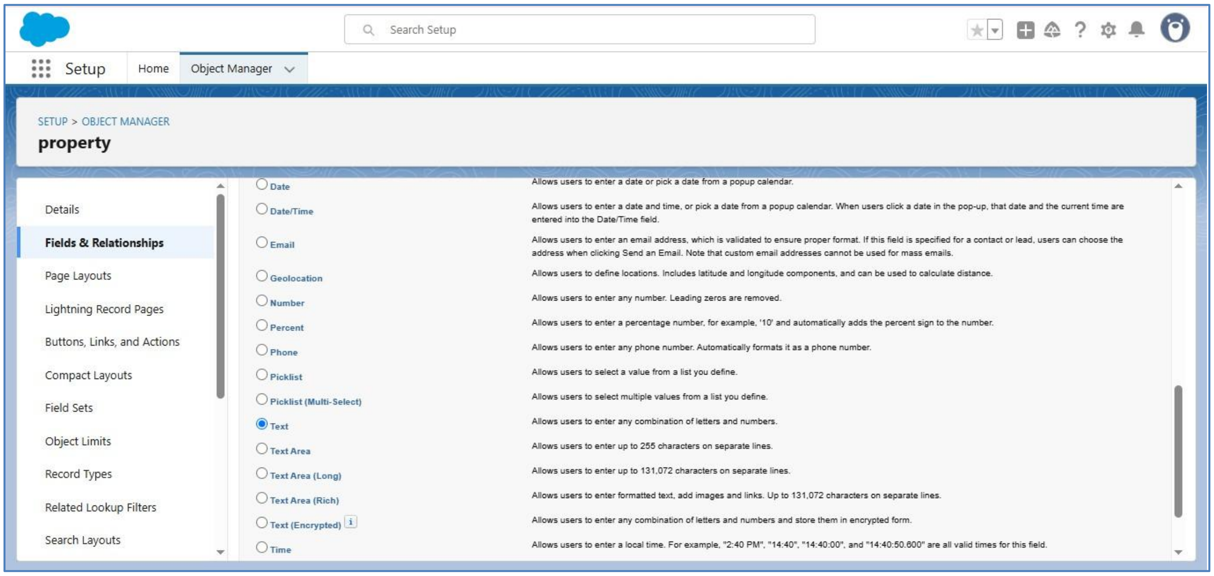
1. Click on Object Manager>>type Object name (property)in search bar>>Click on the object



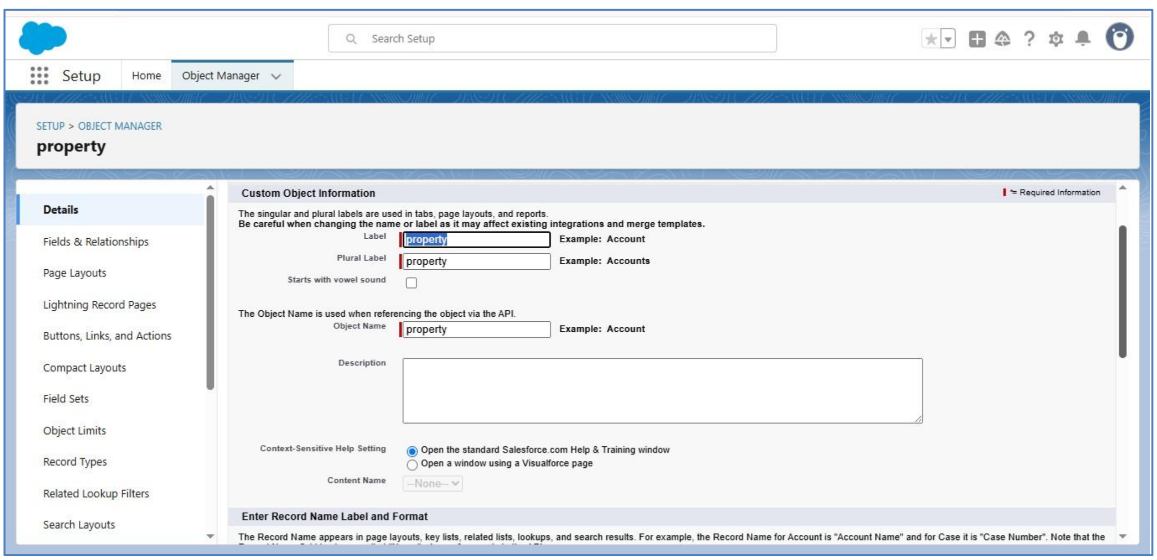
2. Click on Fields and Relationships>>New



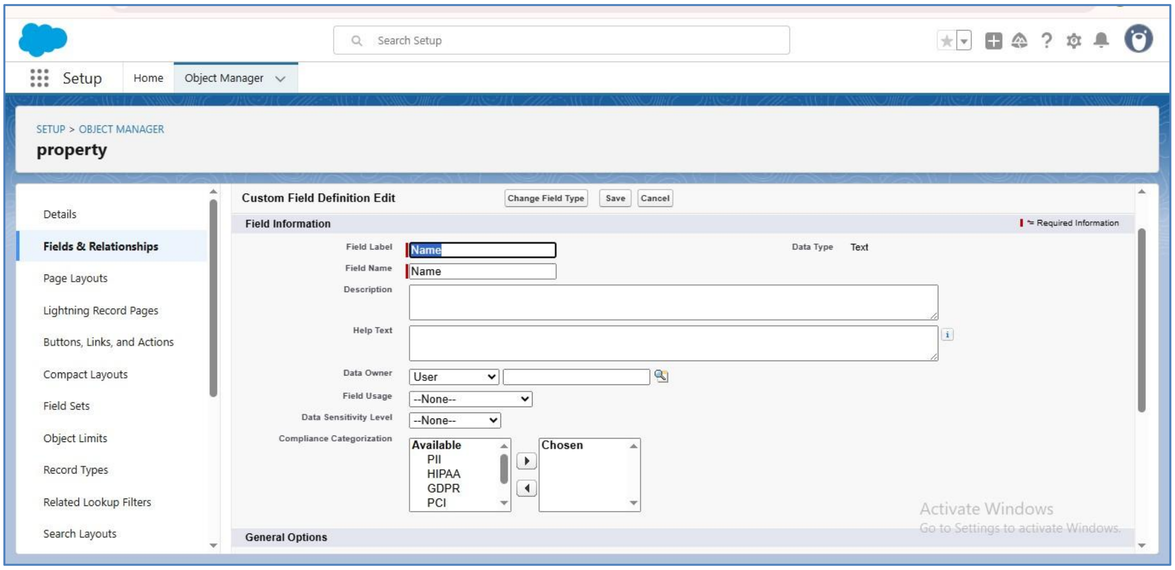
3. Select data type as Text



4. Click on next



- Enter field label as Name
- Field name will be auto generated
- Length:25
- Required:Check box



5. Click on Next>>Next>>Save and New

To create another fields in an object:

From the set up

1.Click on ObjectManager>>type object name(property)in search bar>>Click on the object

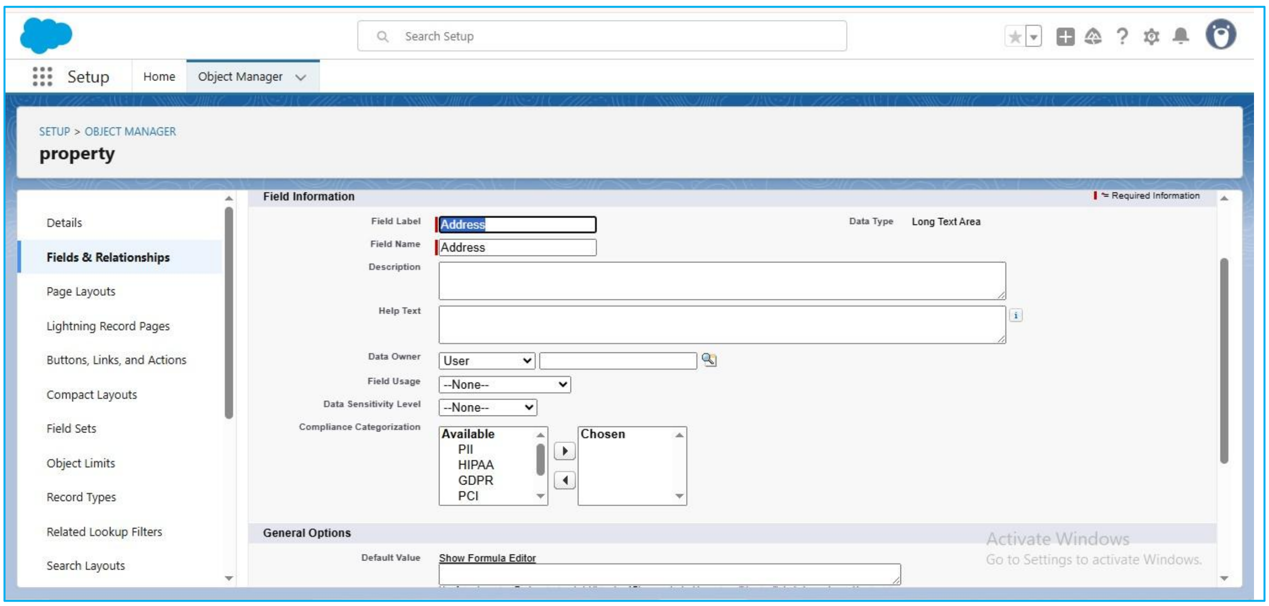
2.Click on Fields and Relationships>>New

3.Select Data type as a"Long Text" and click on Next

4.Fill the Above as following

Field Label:Address

Field Name:gets auto generated



Click on Next>>Next>>Save and New

To create another fields in an object

From the set up

5.Click on ObjectManager>>type object name(property)in search bar>>Click on the object

6.Click on Fields and Relationships>>New

7.Select data type as “picklist” and click on Next

8.Fill the above as following

Field label:Type

Field Name:gets auto generated

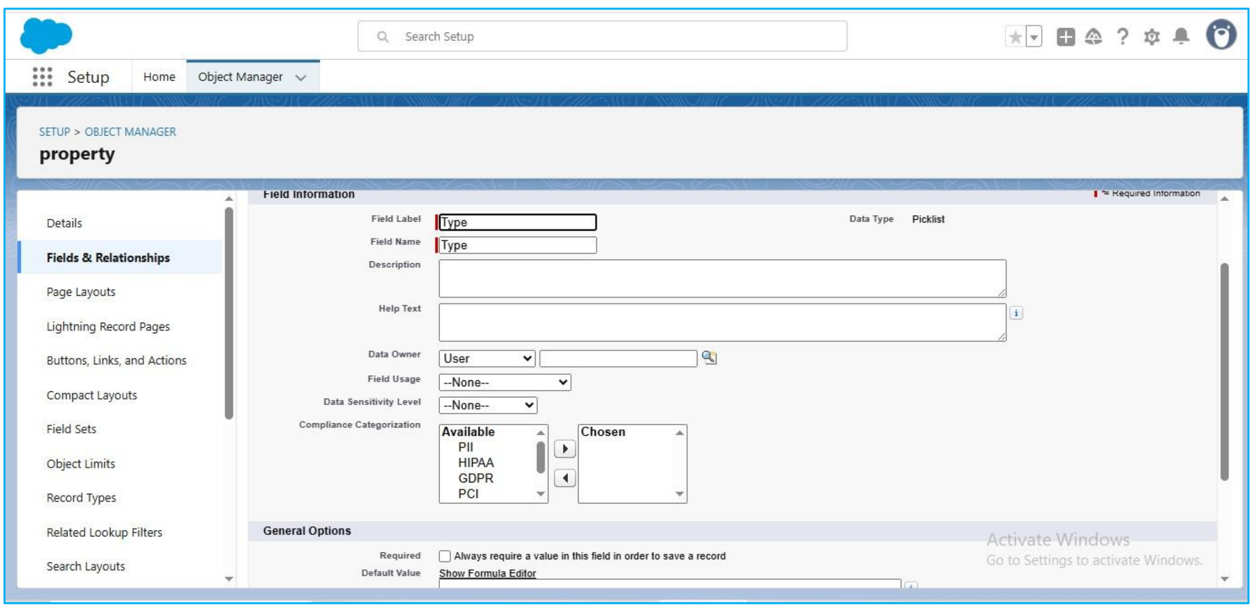
Enter values with each value separated by a new line

Enter these values

1BHK

2BHK

3BHK



9.Click on Next>>Next>>Save and New

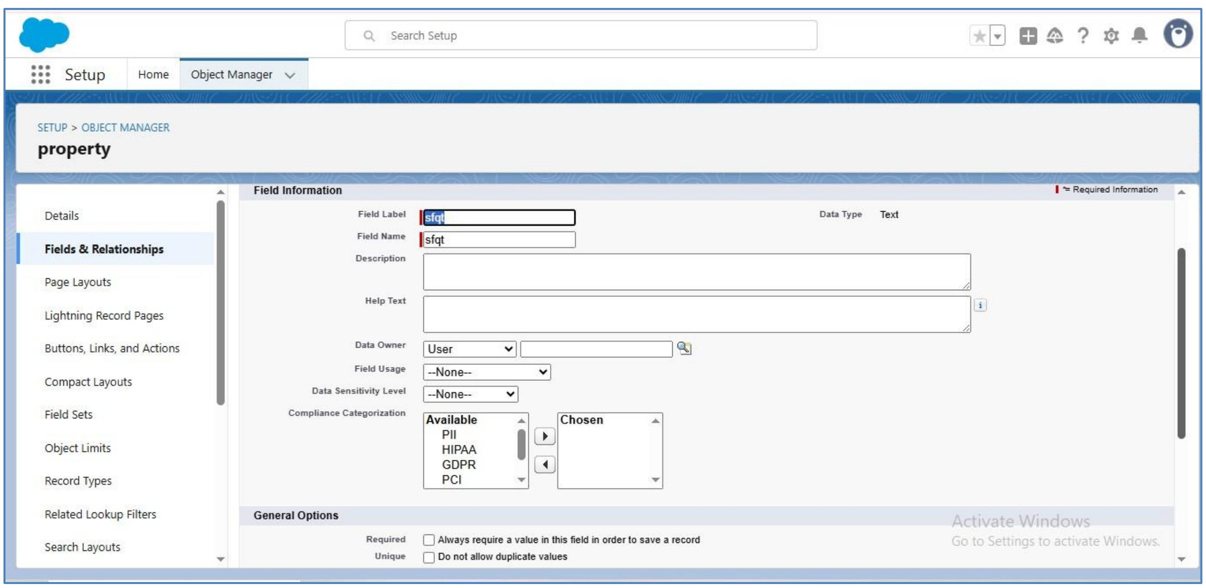
To create other fields in an object

From the set up

1. Click on Object Manager>>type object name(property)in search bar>>Click on the object
2. Click on Fields and Relationships>>New
3. Select data type as “Text” and click on Next

   Fill the above as following

   - Field label:sfqt
   - Field Name: gets auto generated
   - Length:18



4.Click on Next>>Next>>Save

Activity – 2 Creation of fields for the Tenant object

To create another fields in an object

From the set up

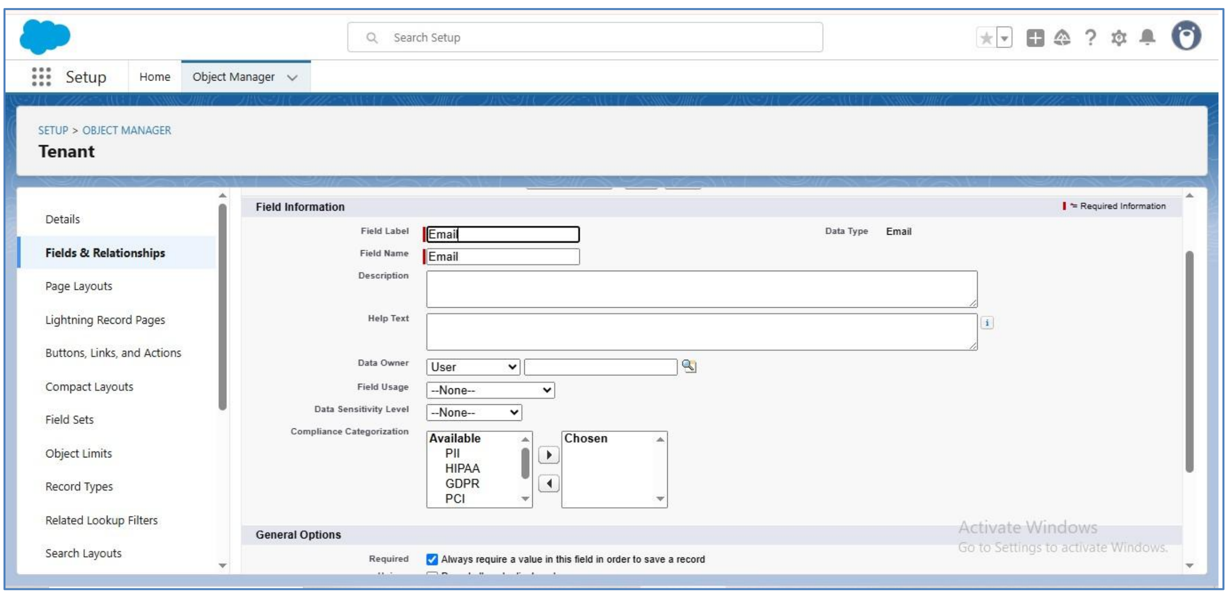
1.Click on Object Manager>>type object name(property)in search bar>>Click on the object

2.Click on Fields and Relationships>>New

3.Select data type as a "Email" and click on next

4.Fill the Above as following:

- Field label: Email
- Field Name: gets auto generated
- Click on required check box



6.Click on Next>>Next>>Save and New

To create another fields in an object

From the set up

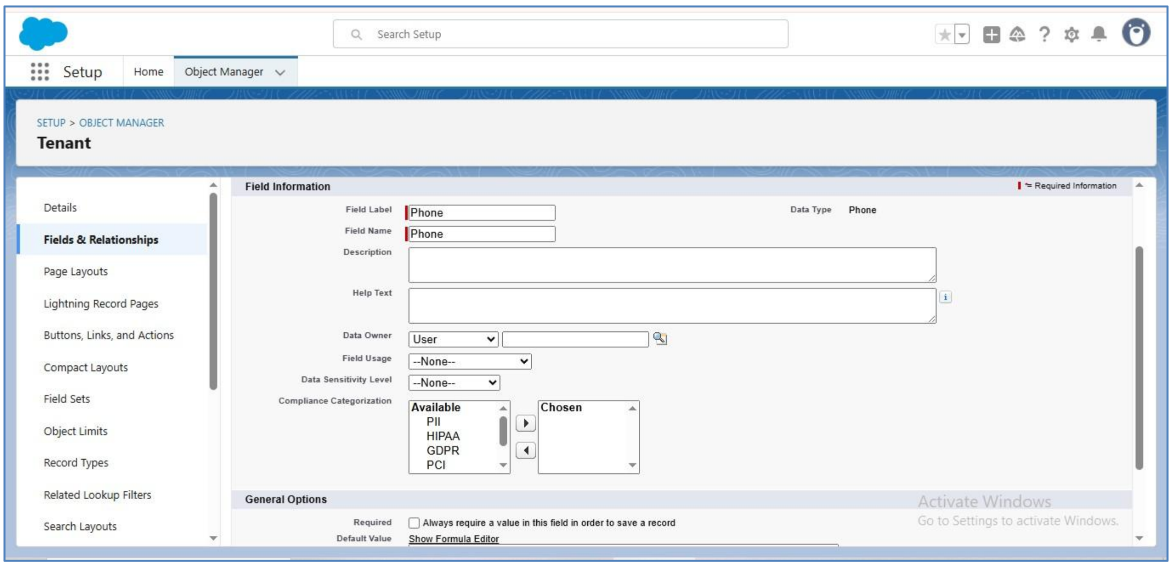
1.Click on Object Manager>>type object name(property)in search bar>>Click on the object

2.Click on Fields and Relationships>>New

3.Select data type as a “phone” and click on next

4.Fill the Above as Following:

- Field label: Phone
- Field Name: gets auto generated



Click on Next>>Next>>Save and New

To create another fields in an object

From the set up

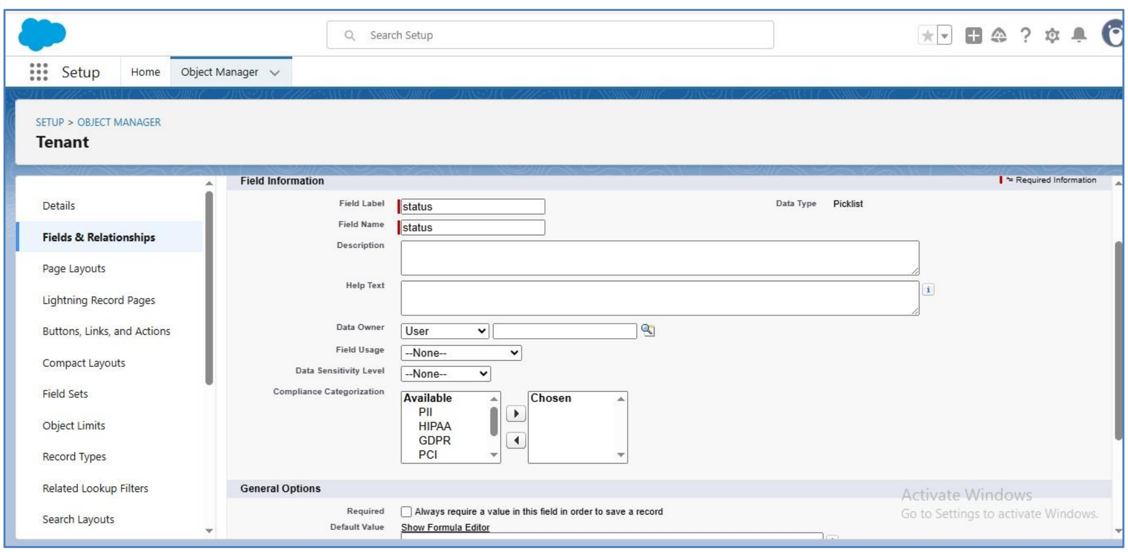
1.Click on Object Manager>>type object name(property)in search bar>>Click on the object

2.Click on Fields and Relationships>>New

3.Select data type as “Picklist” and click on next

4.Fill the Above as Following:

- Field label: status
- Field Name: gets auto generated
- Enter values with each value separated by a new line
- Enter these values:
    - Stay
    - Leaving



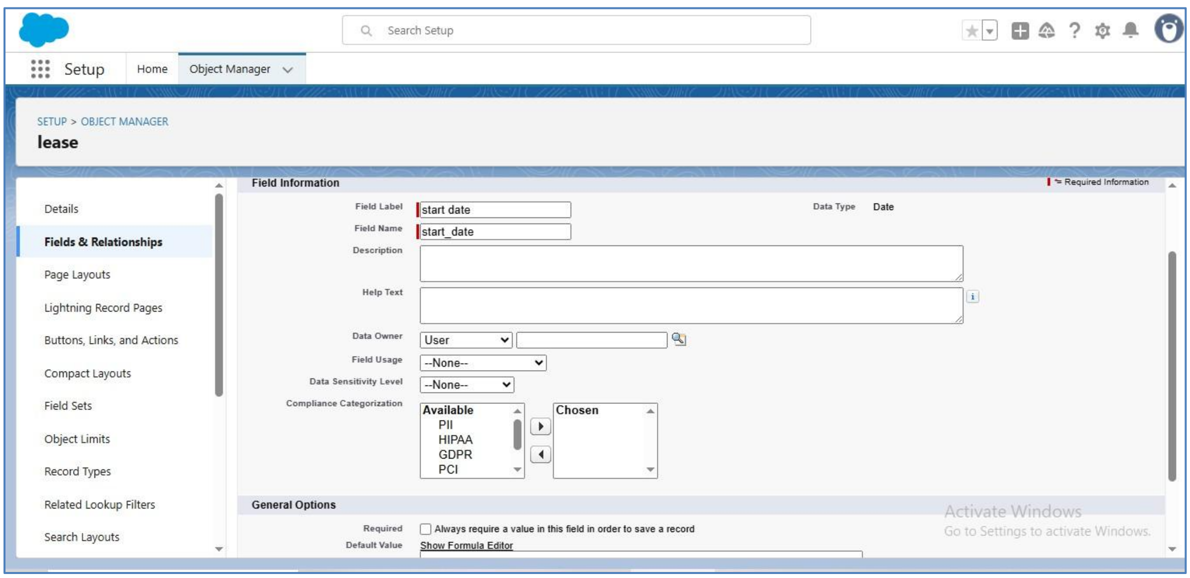
Click on Next>>Next>>Save and New

Activity – 3 Creation of fields for the Lease object

To create another fields in an object

From the set up

1. Click on Object Manager>>type object name(property)in search bar>>Click on the object
2. Click on Fields and Relationships>>New
3. Select data type as "Date" and click on Next
4. Fill the Above as Following:
   - Field label: start date
   - Field Name: gets auto generated



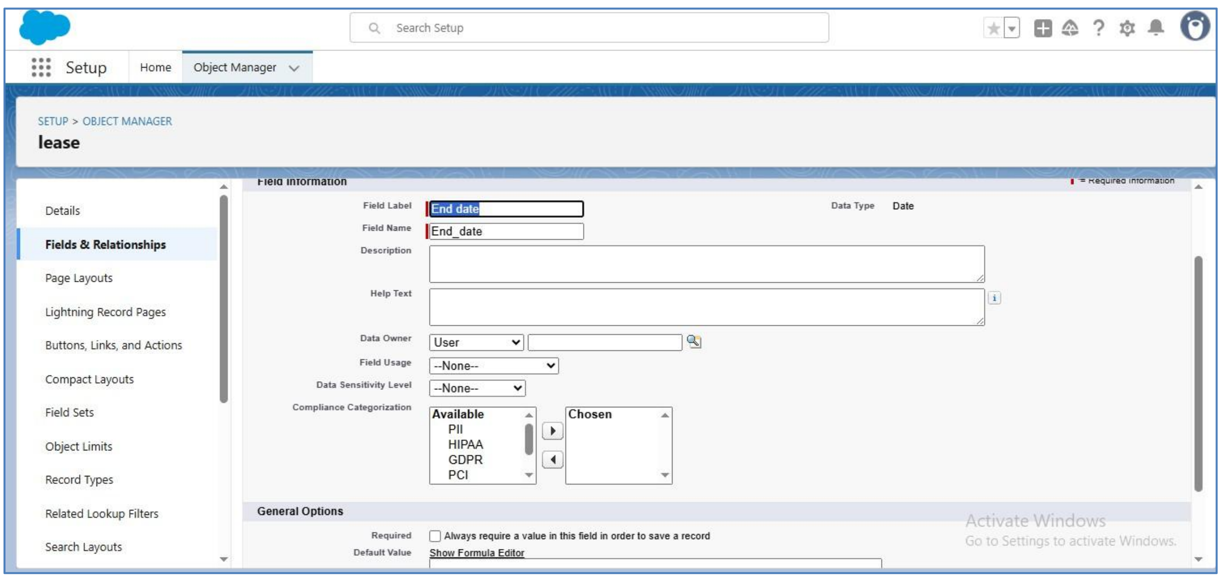
Click on Next>>Next>>Save and New

To create another fields in an object

From the set up

1. Click on Object Manager>>type object name(property)in search bar>>Click on the object
2. Click on Fields and Relationships>>New
3. Select data type as "Date" and click on Next
4. Fill the Above as Following:

- Field label: end date
- Field Name: gets auto generated



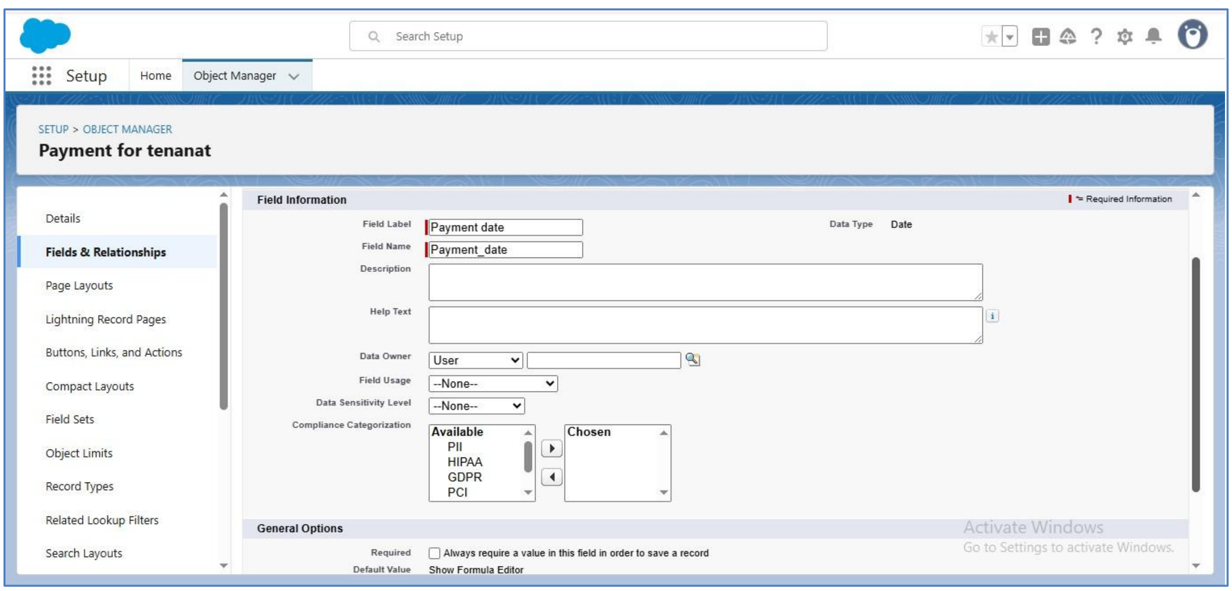
Click on Next>>Next>>Save and New

Activity – 4 Creation of fields for the Payment for tenant object:

To create another fields in an object

From the set up

1. Click on Object Manager>>type object name(property)in search bar>>Click on the object
2. Click on Fields and Relationships>>New
3. Select data type as "Date" and click on Next
4. Fill the Above as Following:
    - Field label: Payment date
    - Field Name: gets auto generated



Click on Next>>Next>>Save and New

To create another fields in an object

From the set up

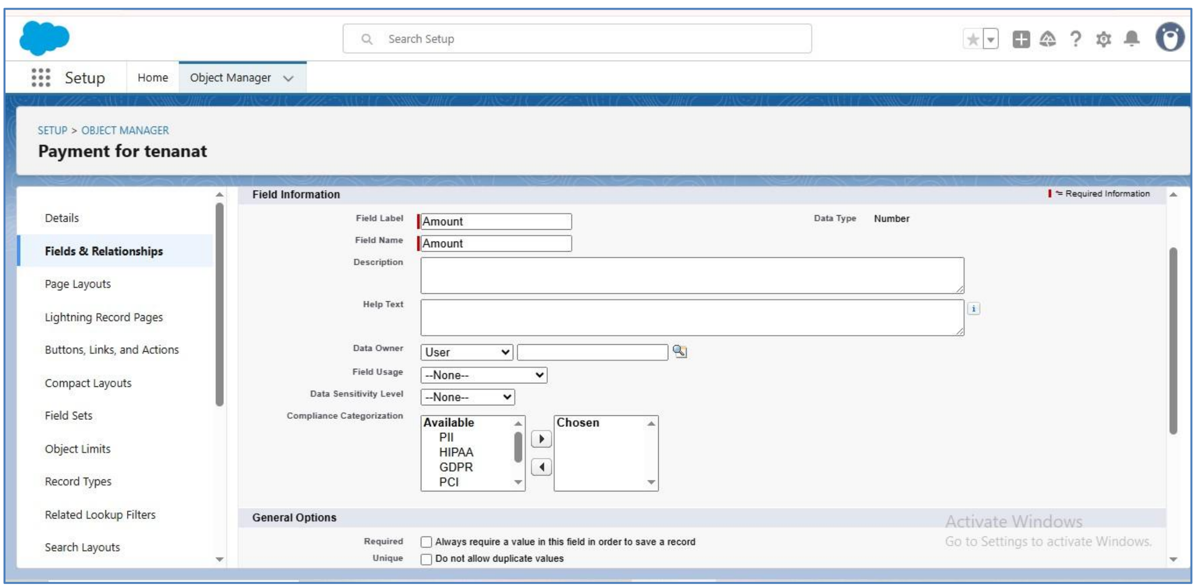
1.Click on Object Manager>>type object name(property)in search bar>>Click on the object

2.Click on Fields and Relationships>>New

3.Select data type as "Number" and click on Next

4.Fill the Above as Following:

- Field label: Amount
- Length:18
- Field Name: gets auto generated



5.Click on Next>>Next>>Save and New

To create another fields in an object

From the set up

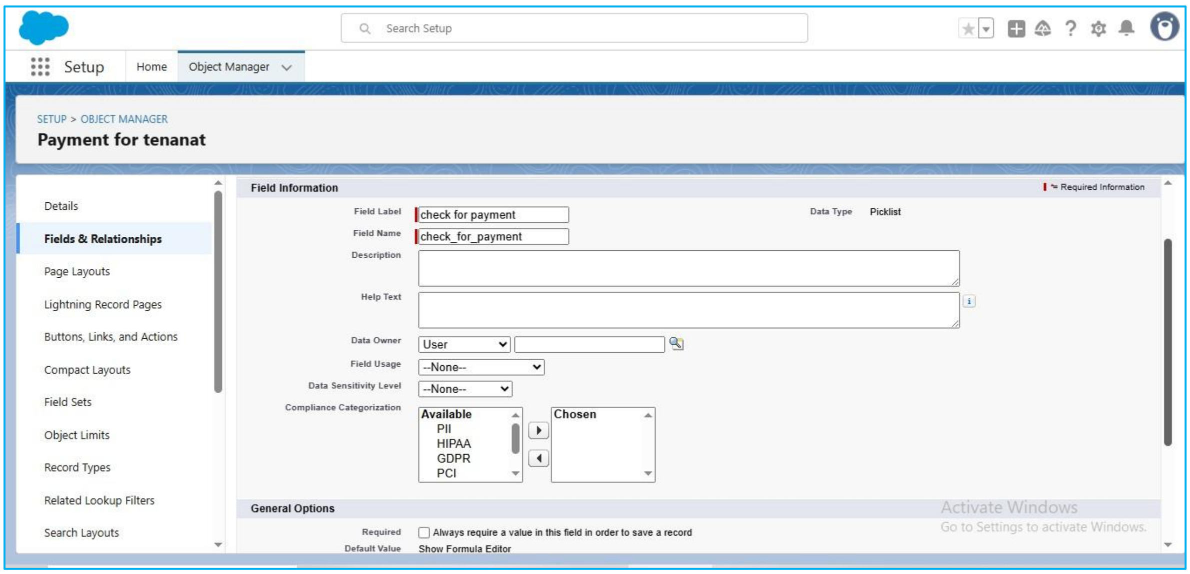
1.Click on Object Manager>>type object name(property)in search bar>>Click on the object

2.Click on Fields and Relationships>>New

3.Select data type as "Picklist" and click on Next

Field label: check for payment

Field Name: gets auto generated



Enter values with each value separated by a new line

- Paid
- Not paid

Click on Next>>Next>>Save and New

Activity – 5 Creation of Lookup fields:

Creation of Look up field on lease object:

From the set up

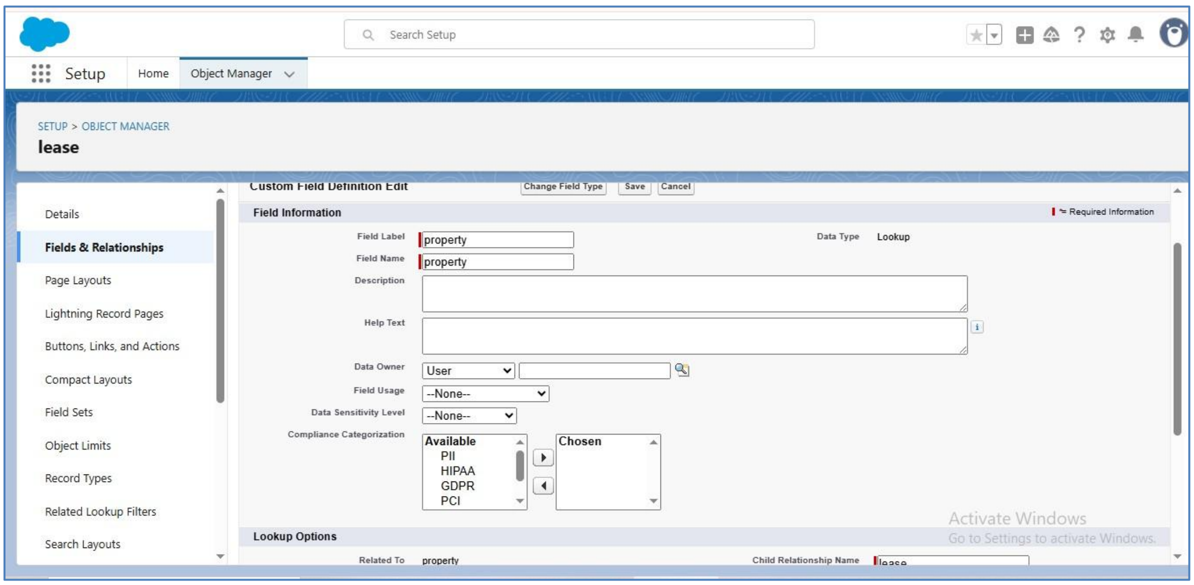
1.Click on Object Manager>>type object name(property)in search bar>>Click on the object

2.Click on Fields and Relationships>>New

3.Select look up relationship

4.Select the related object “property” and click on next

- Field label: property
- Field Name: gets auto generated



5.Click on Next>>Next>>Save and New

Creation of Look up field on Payment object:

From the set up

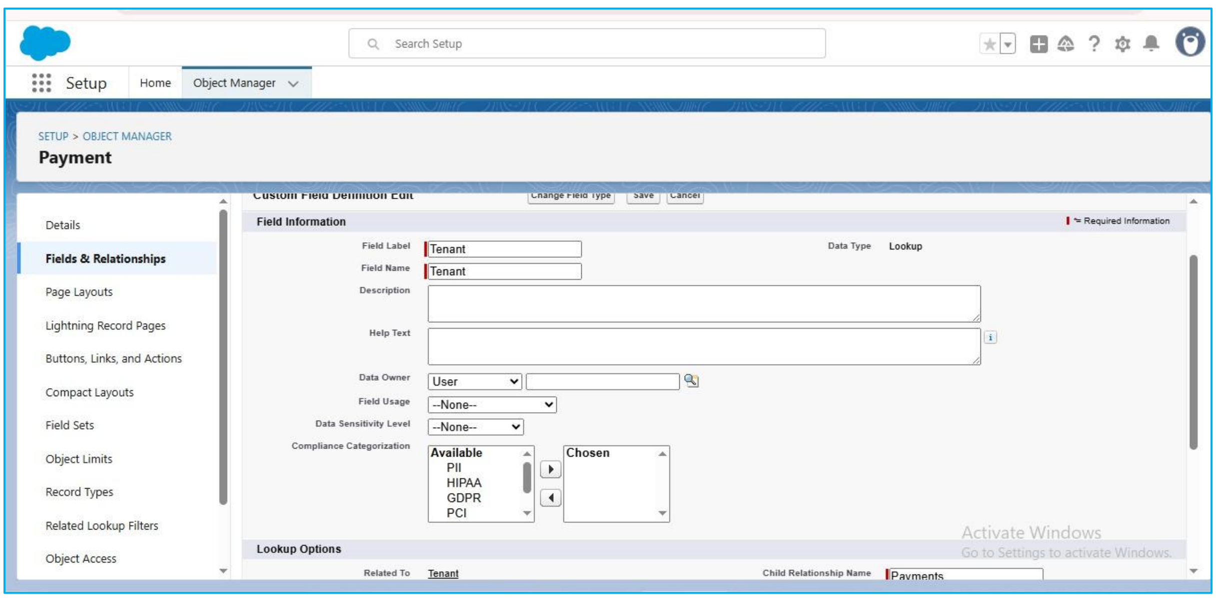
1.Click on Object Manager>>type object name(property)in search bar>>Click on the object

2.Click on Fields and Relationships>>New

3.Select look up relationship

4.Select the related object “Tenant” and click on next

- Field Name: Tenant
- Field label: gets auto generated



Click on Next>>Next>>Save and New

Creation of Look up field on Payment for tenant object

From the set up

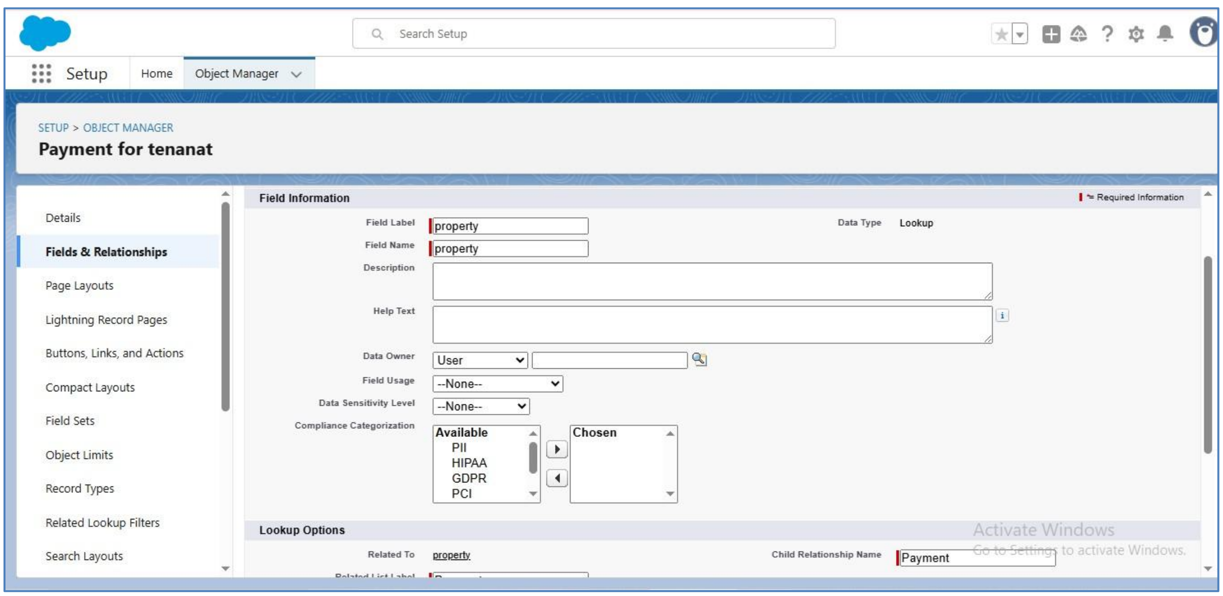
1.Click on Object Manager>>type object name(property)in search bar>>Click on the object

2.Click on Fields and Relationships>>New

3.Select Master detail relationship

4.Select the related object "property" and click on next

- Field Name: property
- Field label: auto generated



5.Click on Next>>Next>>Save and New

Milestone – 6

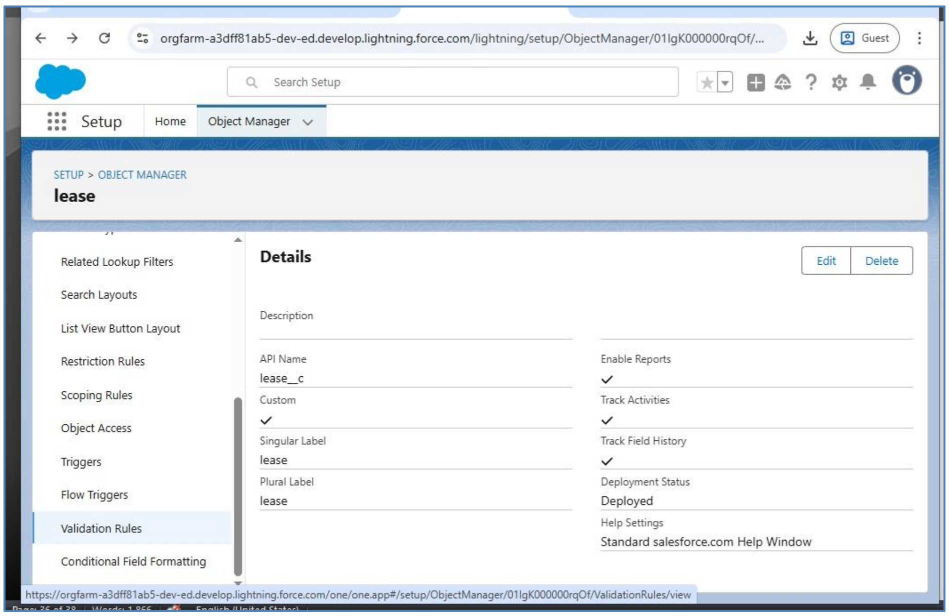
Validations Rules

Activity – 1 To create a validation rule to an Lease Object:

From the set up

1.Click on Object Manager>>From drop down menu click edit for lease object

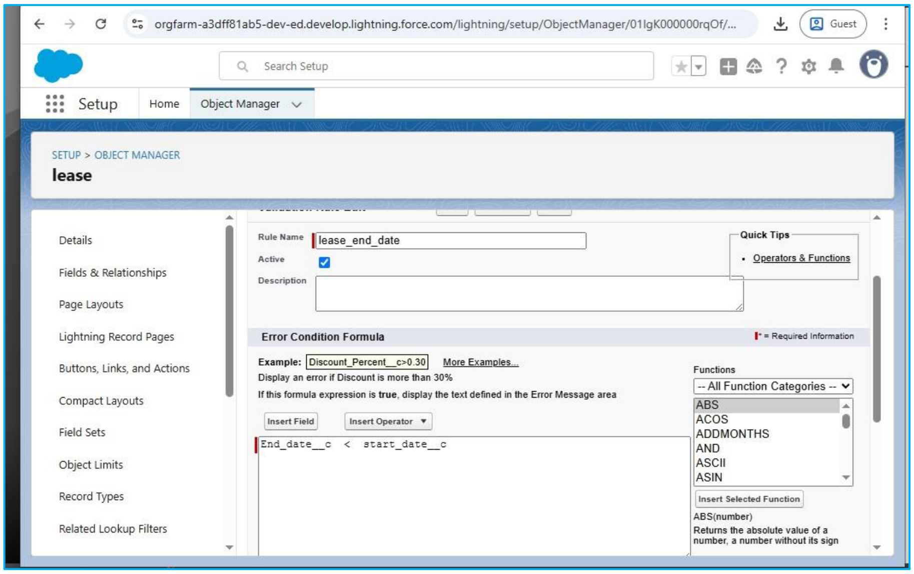
2.Click on Validation rule>>Click on New



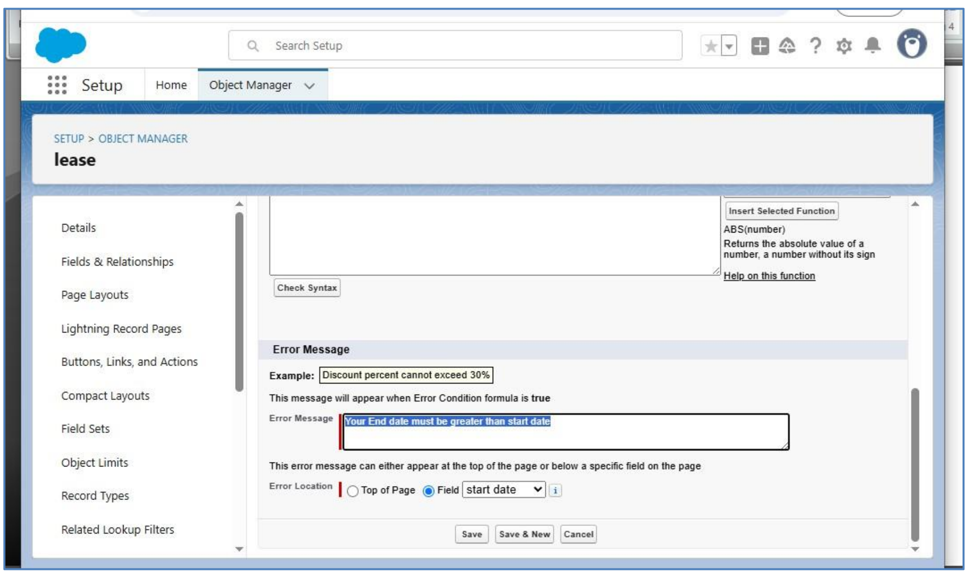
3.Enter the rule name as “lease_end_date”

4.Insert the error condition formula as:

End_date_c<start_date_c



5. Enter the error message as your end date must be greater than “start date”, Select the error location as field and select the field as “start date” and click save



Milestone-7

Email Templates

Activity – 1 Create Email Template for Tenant Leaving:

To create Email Templates:

From the set up

1.In the quick find box >>Enter Email templates>>Click on classic email template

2.Click on >>New Email

- Template===>>Choose Text
- Folder: Unifiedpublic Classic Email templates
- Click on available for use

3.Email Template Name is "tenant leaving"

4.Template Unique name: auto populated

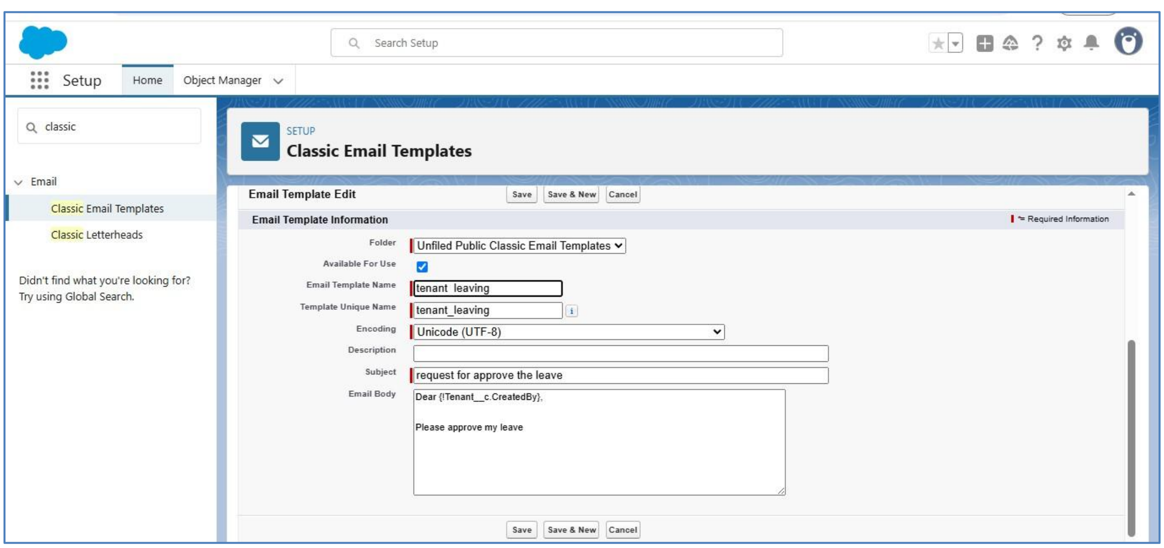
5. Subject: "request for approve the leave"

6.Email body:

Dear {! Tenant_c. CreatedBy},

Please approve my leave

7.Save



Activity – 2 Create Email Template for Leave Approved

To create Email Templates:

From the set up

1. In the quick find box >>Enter Email templates>>Click on classic email template
2. Click on >>New Email

    Template===>>Choose Text

    Folder: Unifiedpublic Classic Email templates

    Click on available for use

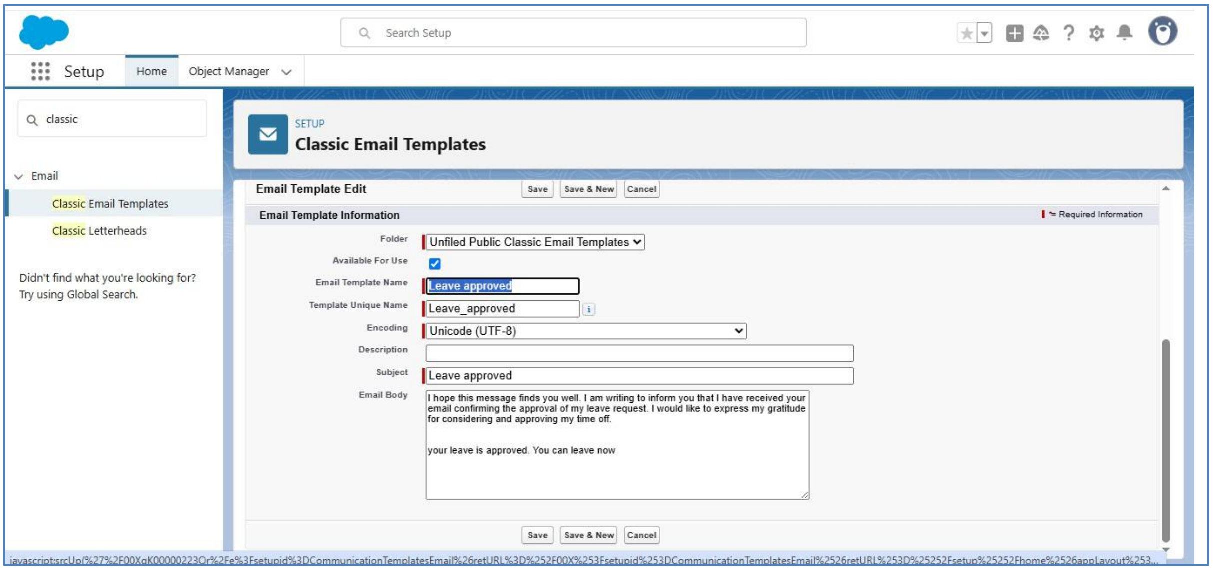
3. Email Template Name is "Leave approved"
4. Template Unique Name: auto populated
5. Subject: "leave approved"
6. Email body:

    Dear {! Tenant__cName.},

    I hope this message finds you well. I am writing to inform you that I have received your email confirming the approval of my leave request. I would like to express my gratitude for considering and approving my time off.

your leave is approved. You can leave now

7. Save


Search Setup
Setup
Home
Object Manager
classic
Email
Classic Email Templates
Classic Letterheads
Didn't find what you're looking for? Try using Global Search.
SETUP
Classic Email Templates
Email Template Edit
Save
Save & New
Cancel
Email Template Information
= Required Information
Folder
Unfiled Public Classic Email Templates
Available For Use
Email Template Name
Leave approved
Template Unique Name
Leave_approved
Encoding
Unicode (UTF-8)
Description
Subject
Leave approved
Email Body
I hope this message finds you well. I am writing to inform you that I have received your email confirming the approval of my leave request. I would like to express my gratitude for considering and approving my time off.
your leave is approved. You can leave now

Activity – 3 Create Email Template For rejection for leave

To create Email Templates:

From the set up

1. In the quick find box >>Enter Email templates>>Click on classic email template
2. Click on >>New Email

    Template===>>Choose Text

    Folder: Unifiedpublic Classic Email templates

    Click on available for use

3. Email Template Name is “Leave rejected”
4. Template Unique Name: auto populated
5. Subject: “Leave rejected”
6. Email body:

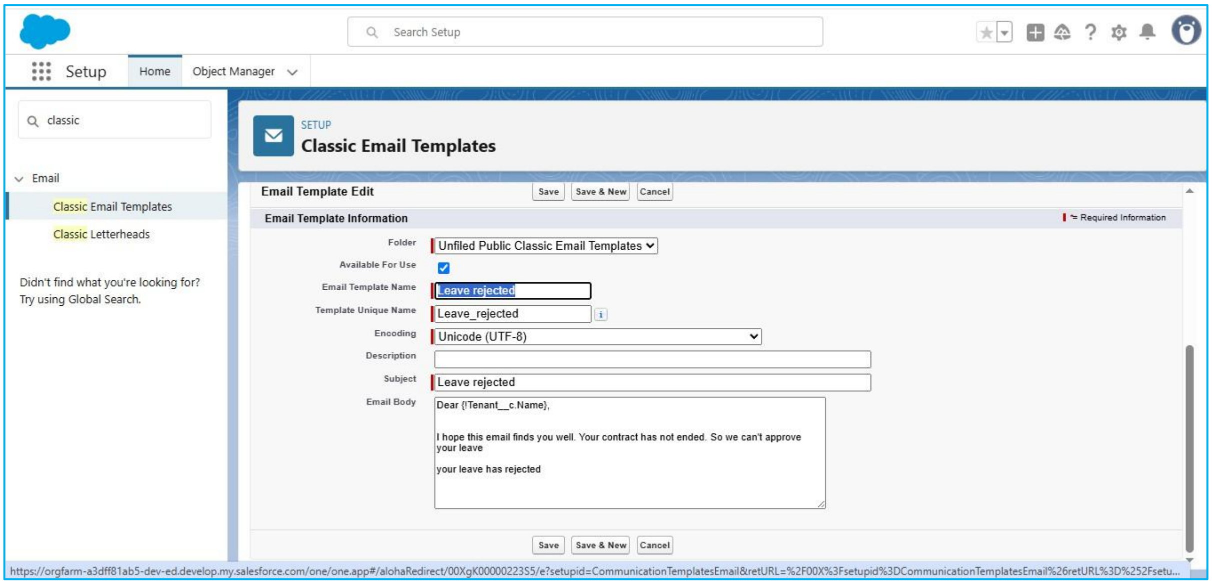
    Dear {! Tenant__c. Name},

    hope this email finds you well. Your contract has notended.

    So, we can't approve your leave

    your leave has rejected

7. Save



Search Setup
Setup
Home
Object Manager
classic
Email
Classic Email Templates
Classic Letterheads
Didn't find what you're looking for?
Try using Global Search.
SETUP
Classic Email Templates
Email Template Edit
Save
Save & New
Cancel
Email Template Information
= Required Information
Folder
Unfiled Public Classic Email Templates
Available For Use
Email Template Name
Leave rejected
Template Unique Name
Leave_rejected
Encoding
Unicode (UTF-8)
Description
Subject
Leave rejected
Email Body
Dear {!Tenant__c.Name},
I hope this email finds you well. Your contract has not ended. So we can't approve your leave
your leave has rejected

Activity – 4 Create Email Template For Monthly payment

To create Email Templates:

From the set up

1. In the quick find box >>Enter Email templates>>Click on classic email template
2. Click on >>New Email

   Template===>>Choose Text

   Folder: Unifiedpublic Classic Email templates

   Click on available for use
3. Email Template Name is "Tenant Email"
4. Template Unique Name: auto populated
5. Subject:" Urgent: Monthly Rent Payment Reminder"
6. Email body:

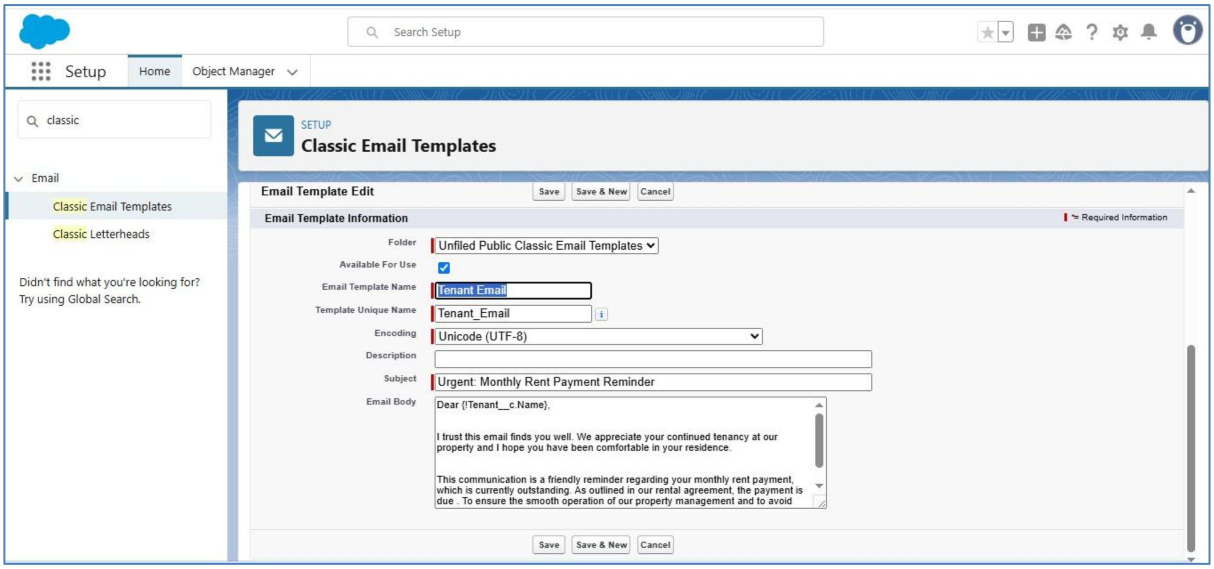
   Dear {! Tenant__c. Name},

I trust this email finds you well. We appreciate your continued tenancy at our property and I hope you have been comfortable in your residence.

This communication is a friendly reminder regarding your monthly rent payment, which is currently outstanding. As outlined in our rental agreement, the payment is due . To ensure the smooth operation of our property management and to avoid any inconvenience, we kindly request you to settle the payment at your earliest convenience.

7. Save

LEASE MANAGEMENT



Activity – 5 Create Email Template For successful payment:

To create Email Templates:

From the set up

1. In the quick find box >>Enter Email templates>>Click on classic email template
2. Click on >>New Email

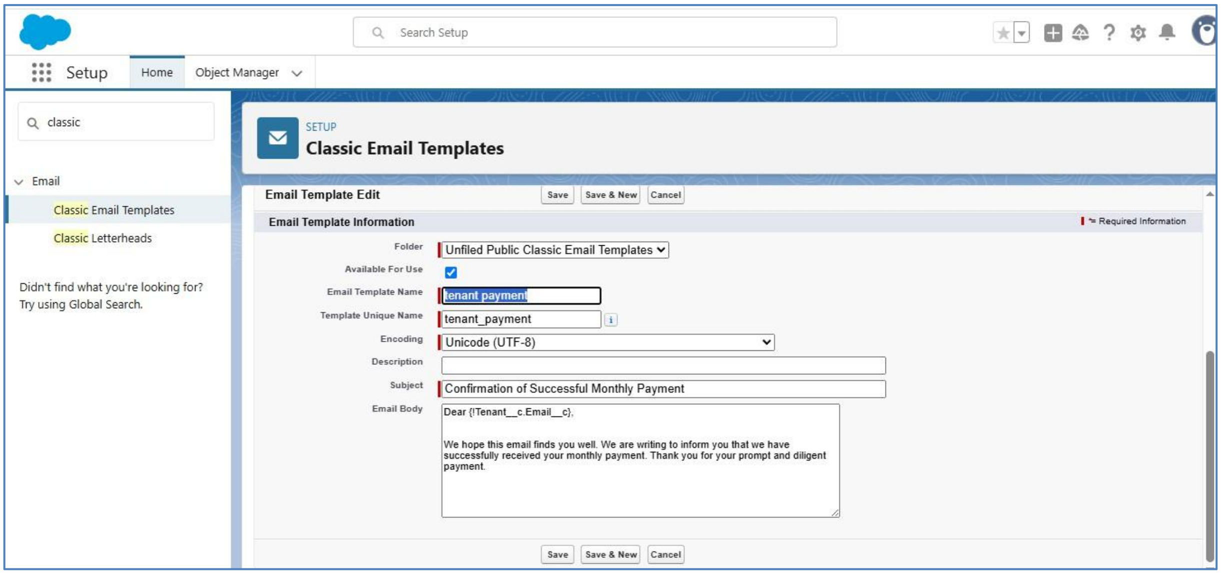
   Template===>>Choose Text

   Folder: Unifiedpublic Classic Email templates

   Click on available for use
3. Email Template Name is "tenant payment"
4. Template Unique Name: auto populated
5. Subject: "Confirmation of Successful Monthly Payment"
6. Email body:

   Dear {! Tenant__c. Email__c},

   We hope this email finds you well. We are writing to inform you that we have successfully received your monthly payment. Thank you for your prompt and diligent payment.
7. Save


Search Setup
Setup
Home
Object Manager
classic
Email
Classic Email Templates
Classic Letterheads
Didn't find what you're looking for? Try using Global Search.
SETUP
Classic Email Templates
Email Template Edit
Save
Save & New
Cancel
Email Template Information
= Required Information
Folder
Unfiled Public Classic Email Templates
Available For Use
Email Template Name
tenant payment
Template Unique Name
tenant_payment
Encoding
Unicode (UTF-8)
Description
Subject
Confirmation of Successful Monthly Payment
Email Body
Dear {!Tenant__c.Email__c},
We hope this email finds you well. We are writing to inform you that we have successfully received your monthly payment. Thank you for your prompt and diligent payment.

Milestone – 8

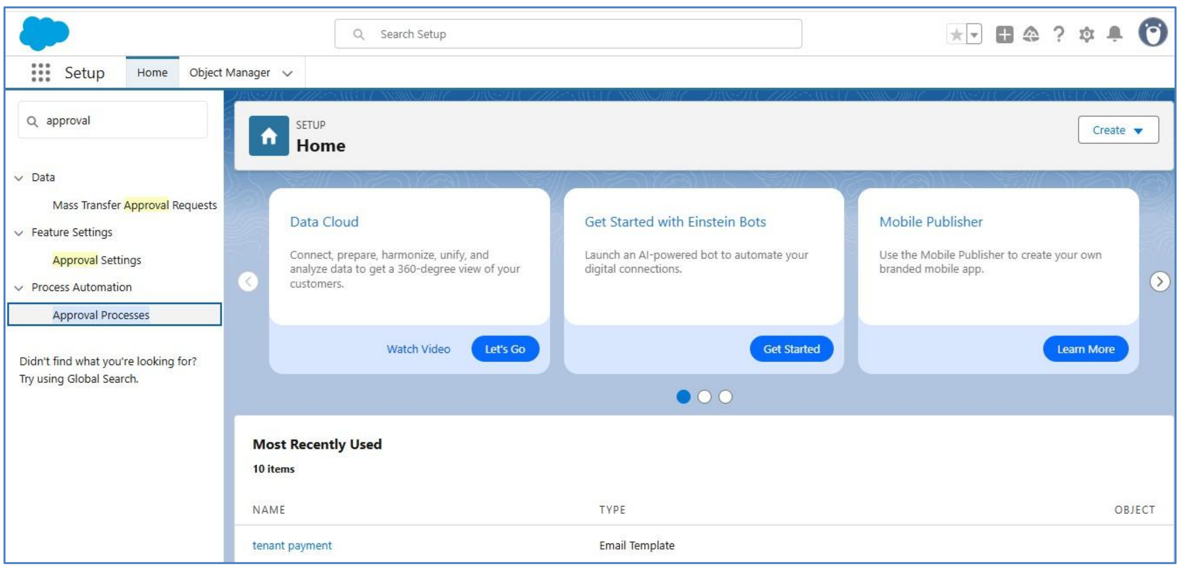
Approval Process

Activity – 1 Create Approval Process for check for vacant:

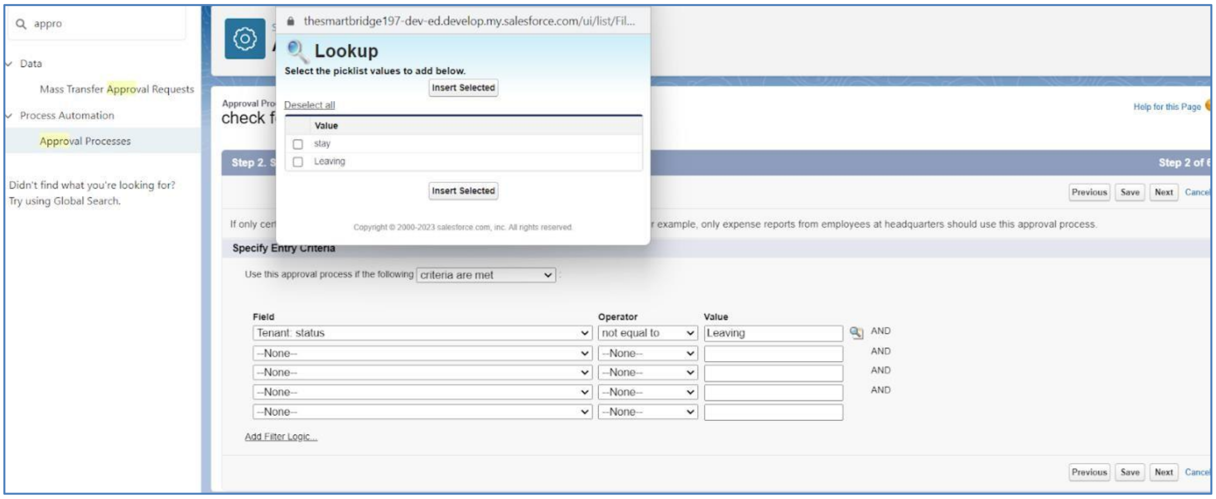
To create fields in an object

From the set up

1. In the quick find box >>Search for Approval process>>Click on it



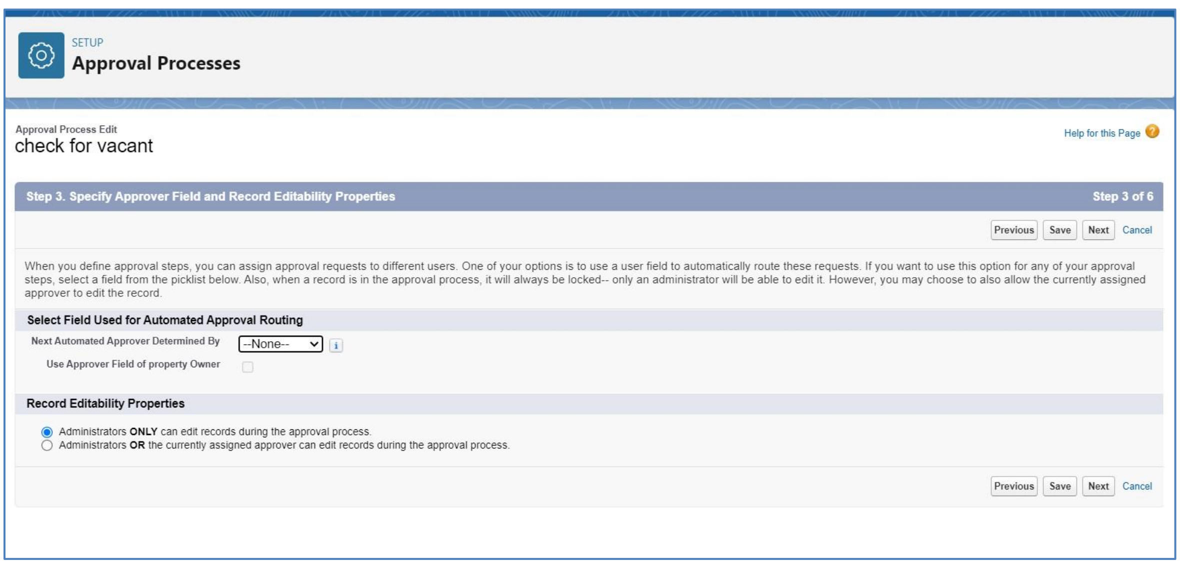
2. Manage approval process for "Tenant" from the drop down
3. Click on "create new approval process">>use standard set up wizard
4. Process name "check for vacant">>Click on next
5. Field >>tenant: status>>Operator: Not equals>>value>>Click on the look up filter icon and select "Leaving"
6. Click on insert field, click on next



7. Next Automated Approver determined by "None" from the drop down.

8. Select the "Administrators ONLY can edit records during the approval process".

9. Then click Next.

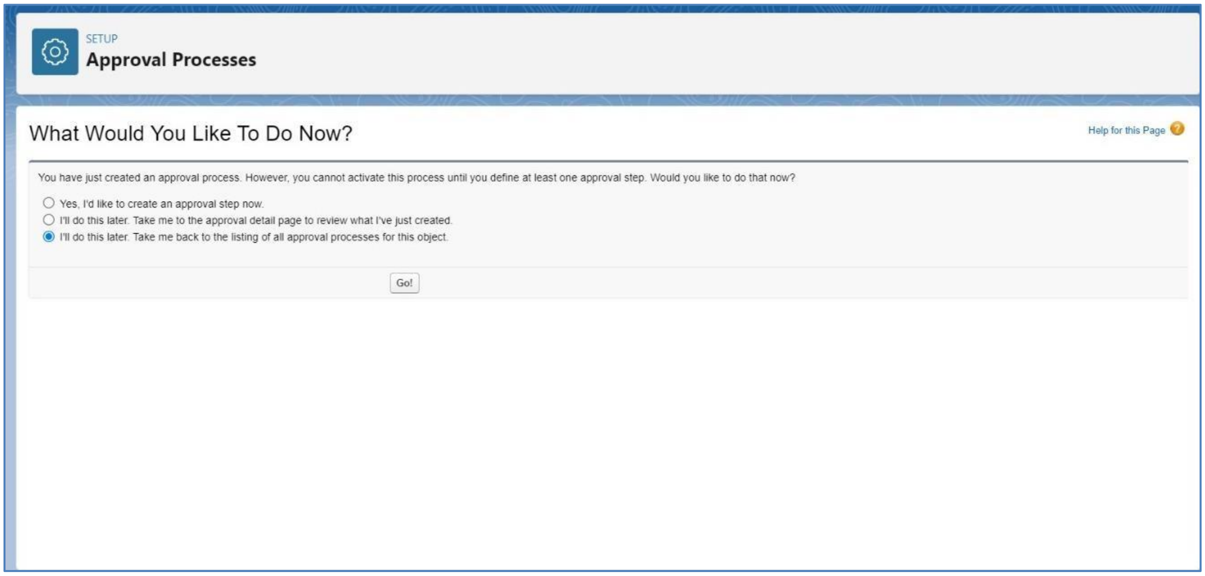


10. From the available fields select >> Tenant Name, and then add >>Add it to the selected. Then Next

Make sure Display approver history is checked.

And under security settings check the "Allow approvers to access the approval page only from within the Salesforce application. (Recommended)" option.

11. Submitter type Search>>Owner, Allowed Submitters>>Property Owner. Then Next.
12. Then click save.



- Click on "I'll do this later. Take me back to the listing of all approval process for this object
- Click go

Activity – 2 Initial Submission Action:

1.Under initial submission action click on add new and then select email alert.

2.Description: “please approve my leave”

3.unique name: auto populated

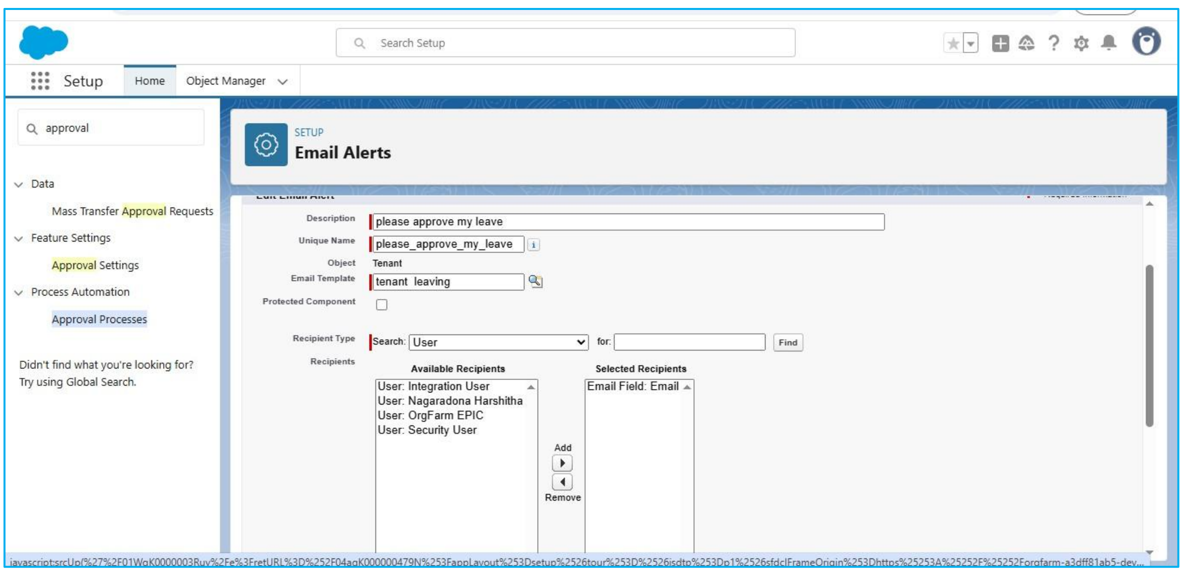
4.Email template: tenant leaving

5. Recipient type: Email field

6. Available Recipients:Email field: Email

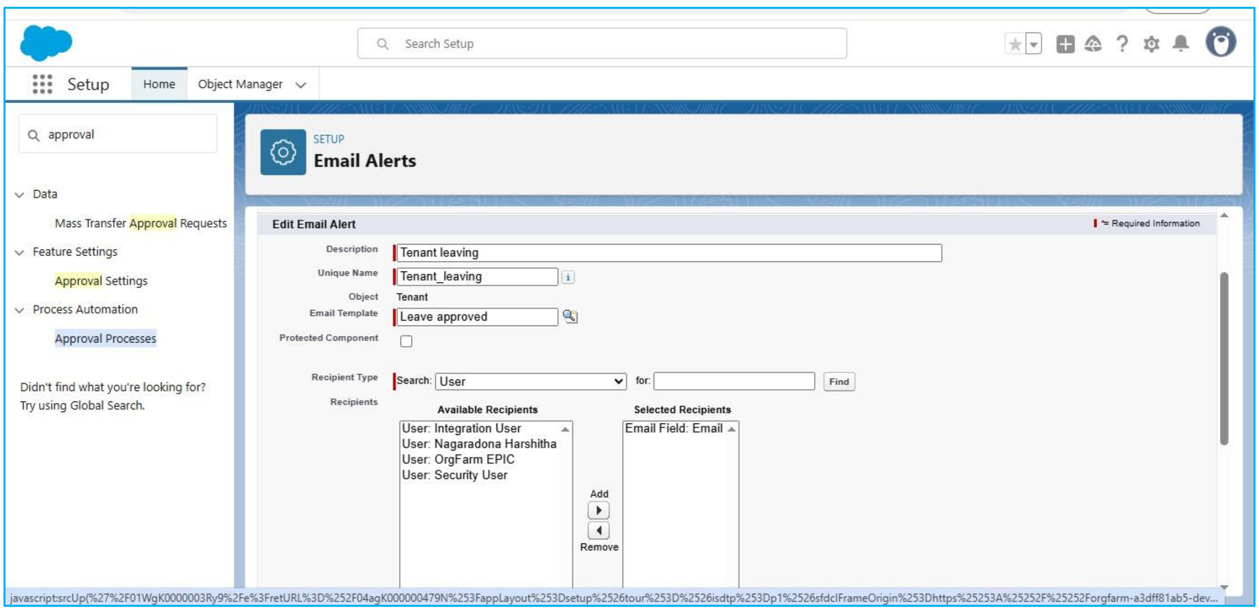
7. From Email address: Current user’s email

8. Click save.



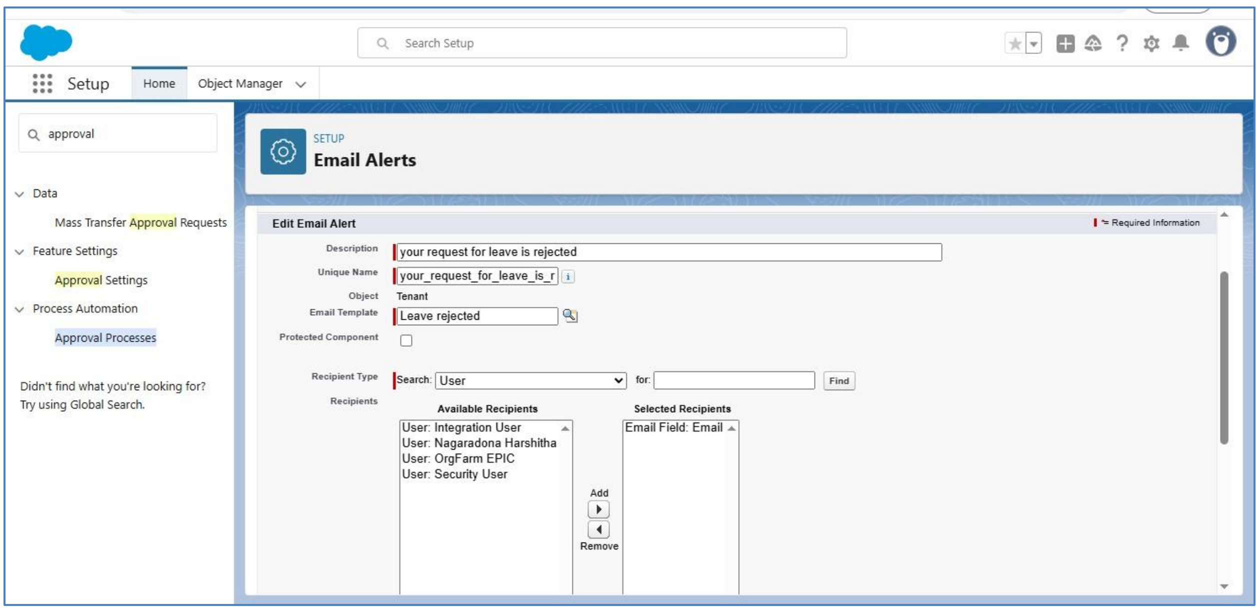
Activity – 3 Final Approval Action:

1. Under Final approval action click on new and then select email alert.
2. Description: "Tenant leaving".
3. unique name: auto populated
4. Email template: Leave approved
5. Recipient type: Email field
6. Available Recipients: Email field: Email
7. From Email address: Current user's email
8. Click save.



Activity – 4 Final Rejection Action:

1. Under Final rejection action click on new and then select email alert.
2. Description: "Your request for leave is rejected".
3. unique name: auto populated
4. Email template: leave rejected
5. Recipient type: Email field
6. Available Recipients: Email field: Email
7. From Email address: Current user's email
8. Click save.



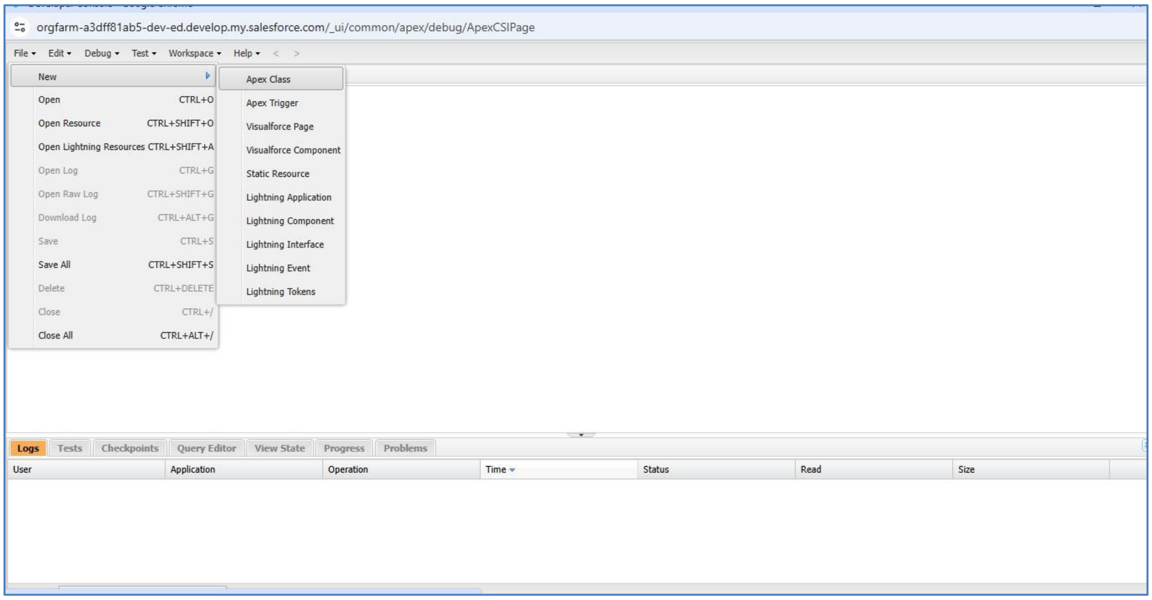
Milestone – 9

Apex Trigger

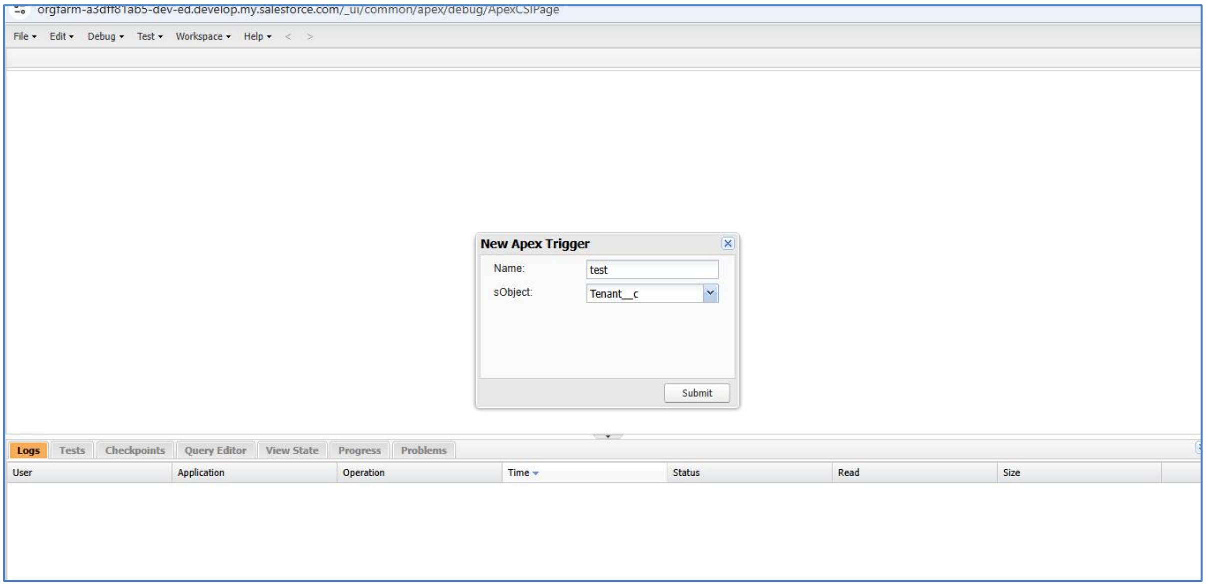
Activity – 1 Create an Apex Trigger:

To create a new Apex Trigger, follow the below steps

1. Click on file>>New>> Apex Trigger

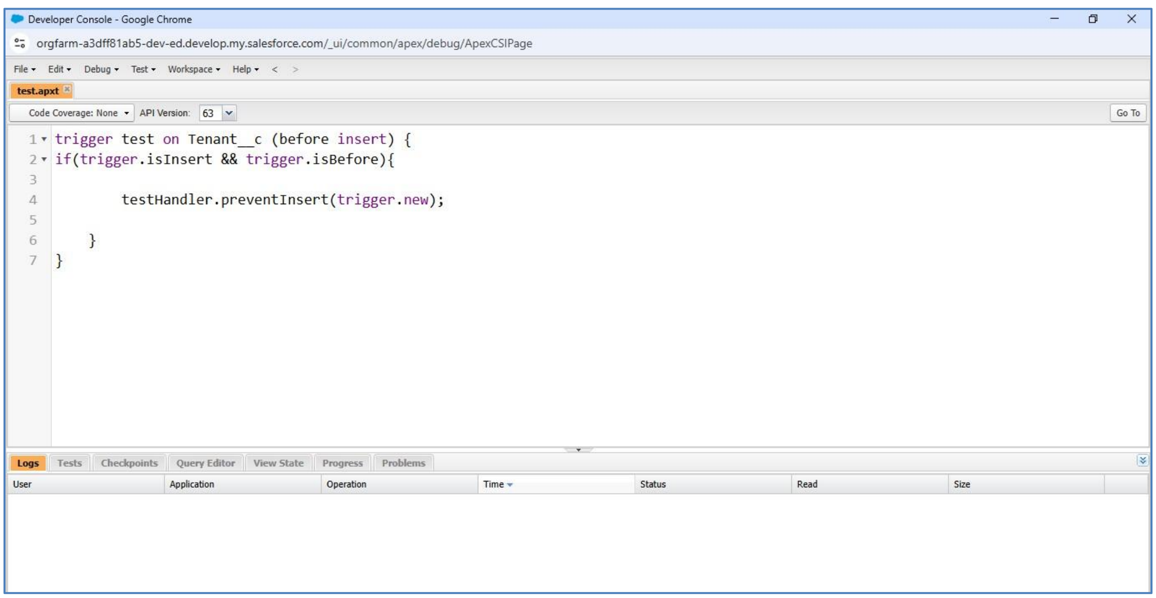


2. Give the Apex trigger name as Test>>select Tenent_c from the drop down sObject



3. Click on submit

4. Now write the code logic here



Trigger Code:

trigger test on Tenant__c (before insert)

{

if (trigger. is Insert&&

trigger.isBefore){ testHandler.preventInsert(trigger.

new);

```
    }
}
```

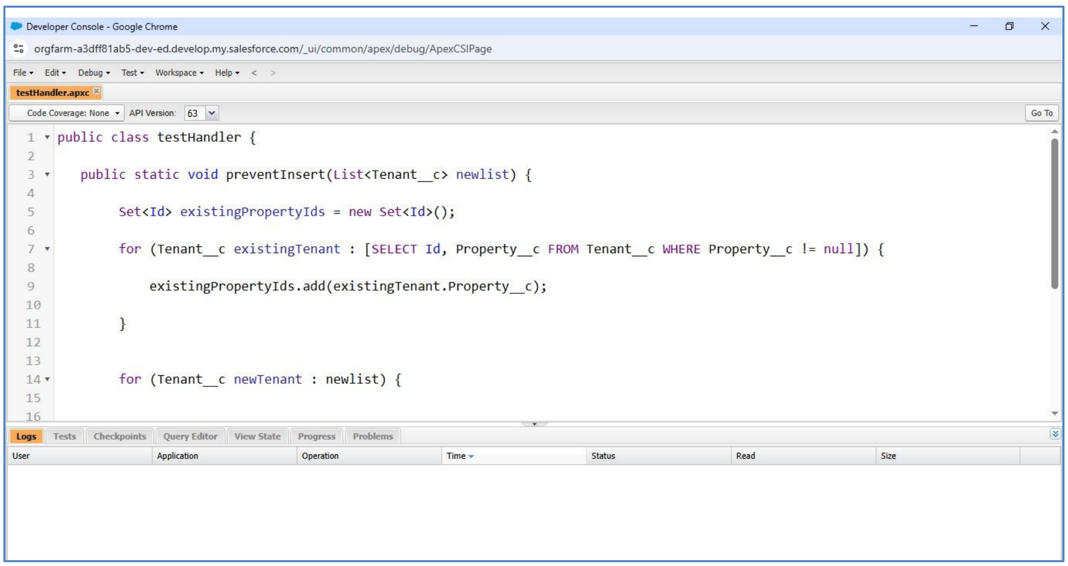
5. Click on Save

Create an Apex Handler class:

To create a new Apex class follow the below steps

1. Click on file>>New>> Apex class

2. Enter the trigger name as testHandler



Apex logic:

```
public class testHandler {
   public static void preventInsert(List<Tenant_c>newlist)
        { Set<Id>existingPropertyIds = new Set<Id>();
        for (Tenant_c existingTenant : [SELECT Id, Property_c FROM Tenant_c WHERE
Property_c != null]) {
             existingPropertyIds.add(existingTenant.Property__c);
        }
 for (Tenant__c newTenant :newlist) {
```

```
            if (newTenant.Property__c != null
&&existingPropertyIds.contains(newTenant.Property__c)) {
            newTenant.addError('A tenant can have only one property');
        }
      }
   }
}
```

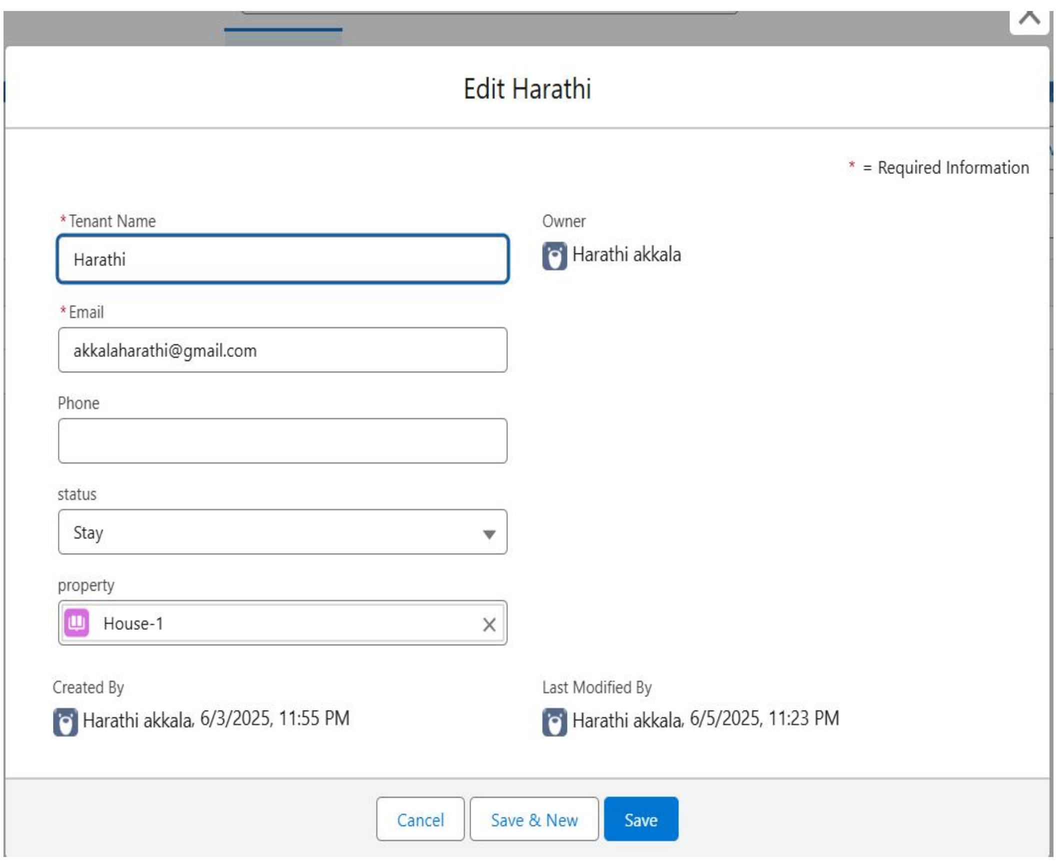
3. Click on Save

Activity – 3 Testing the Trigger:

Go to AppLauncher search for Lease Management>>Select Tenant>>

Try to create new tenant with the existing property

1. Go to AppLauncher search for Lease Management>>Select Tenant>>Click on New
2. Enter the details of User



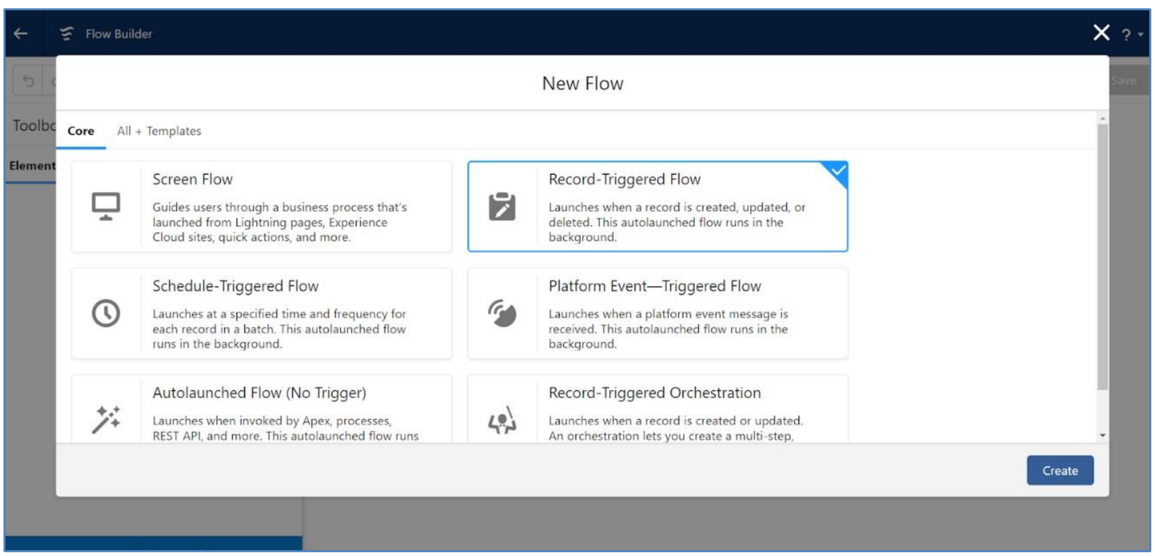
3. Select property as House-2
4. Click on Save

Milestone – 10

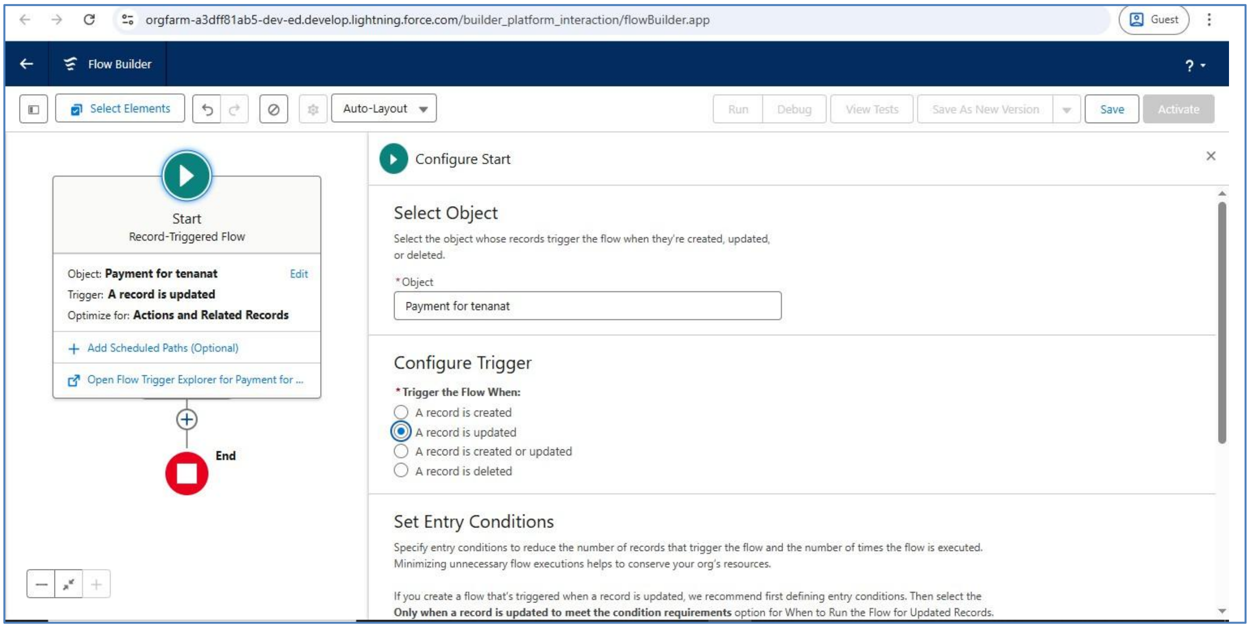
Flows

Activity – 1 Create Flow for monthly payment

1. Go to setup >> type Flow in quick find box >> Click on the Flow and Select the New Flow.
2. Select the record Triggered flow. Click on create.



3. Under Object select" Payment for tenant". Click on A record is updated.



Set Entry Conditions

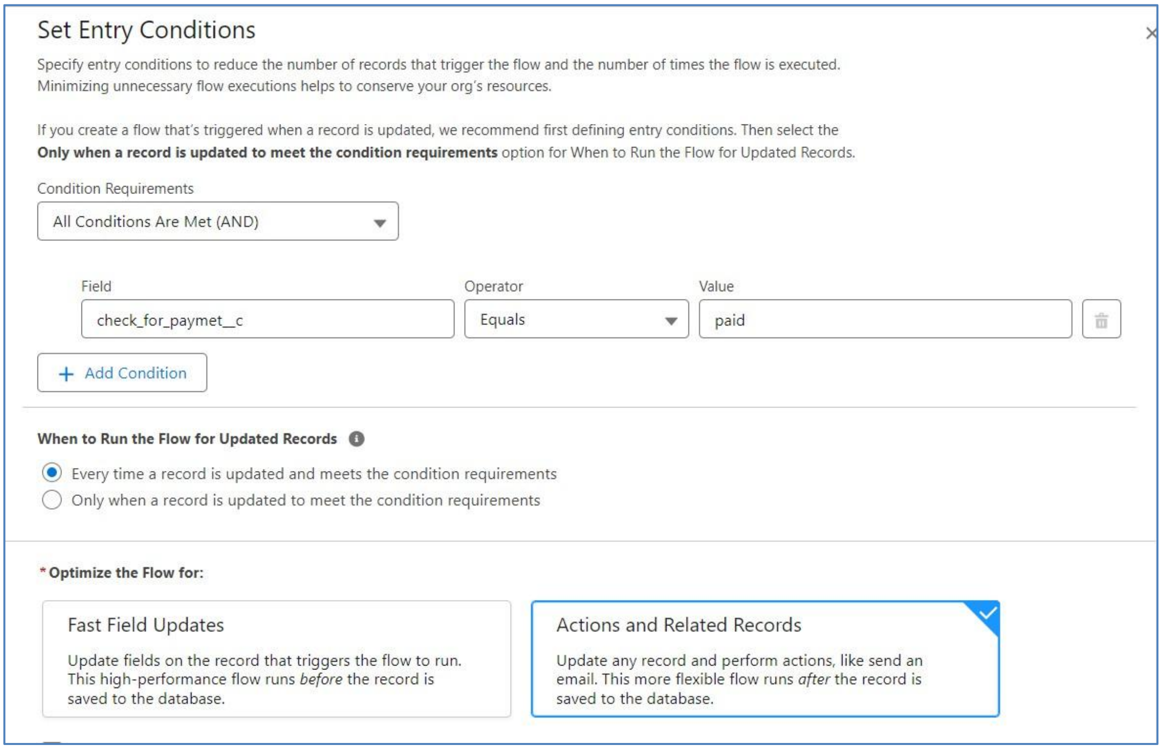
Under Condition Requirements

All Conditions are met

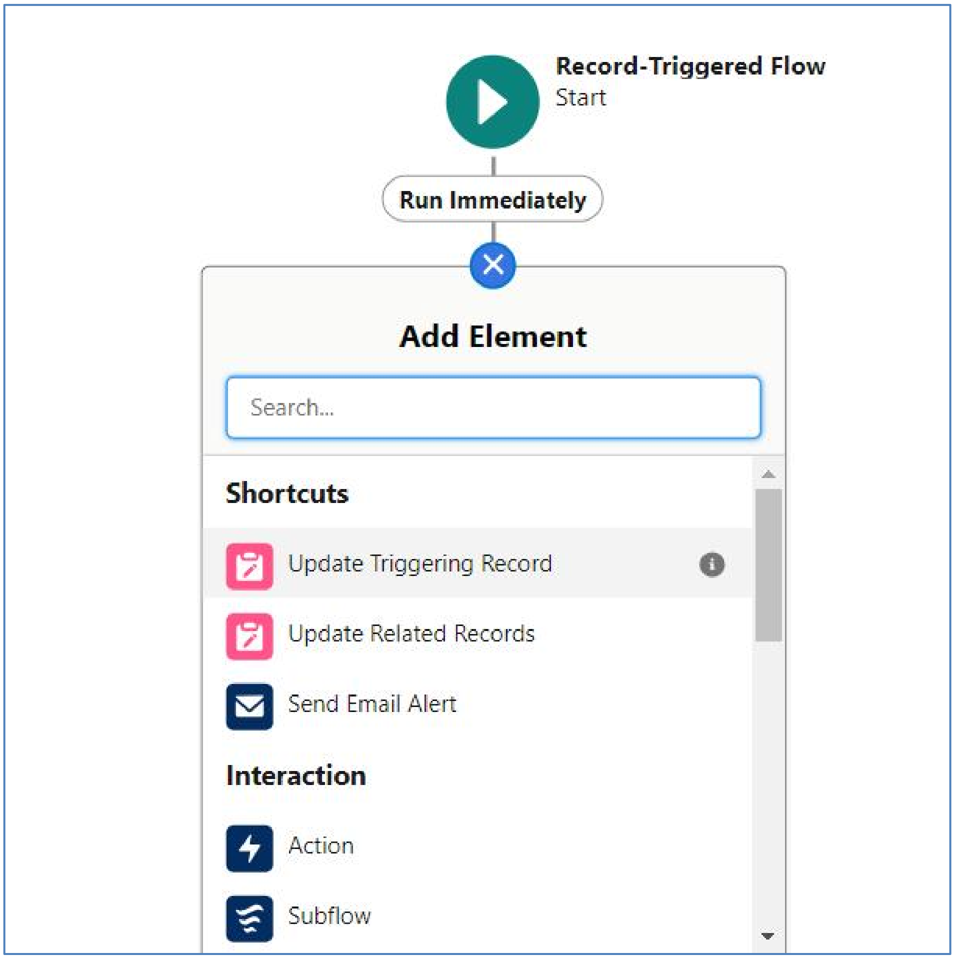
Field: check_for_payment__c operator: Equalsvalue: Paid

5. Click on: Every time a record is updated and meets the condition requirements

6. Click on: Actions and related records, done

7. 

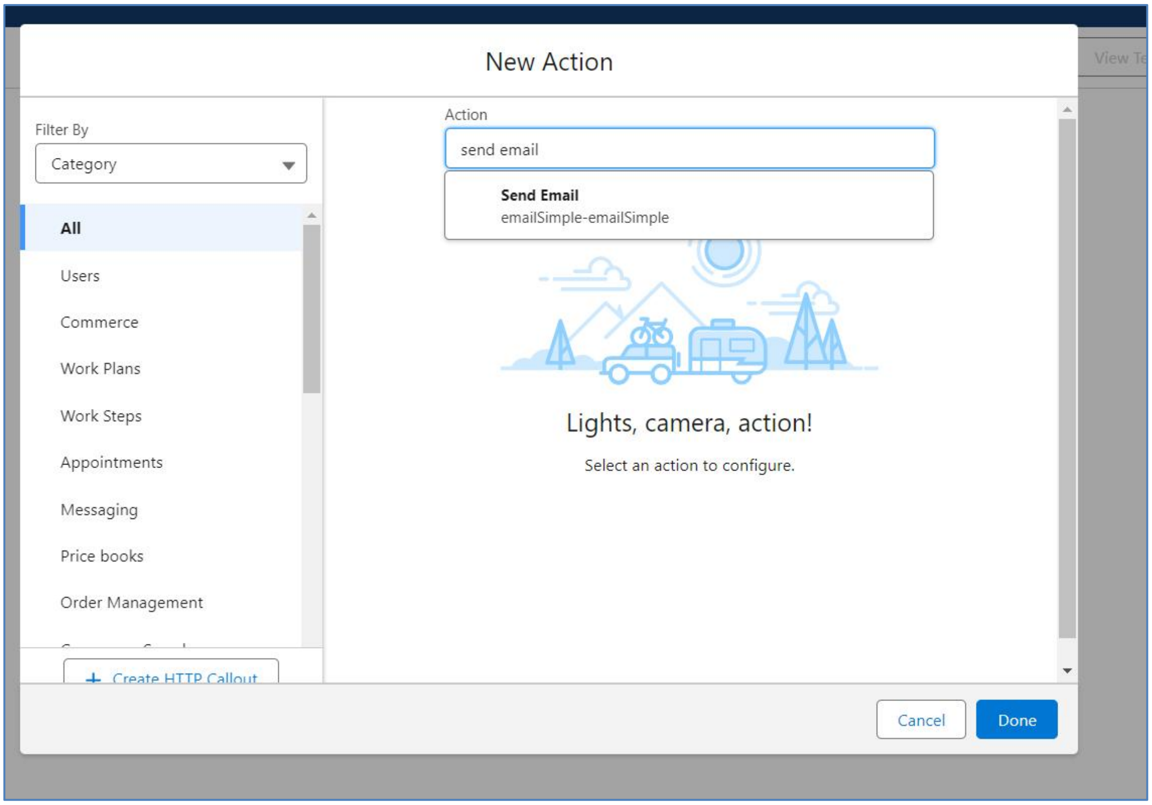
Under record trigger flow click on "+" icon and select action



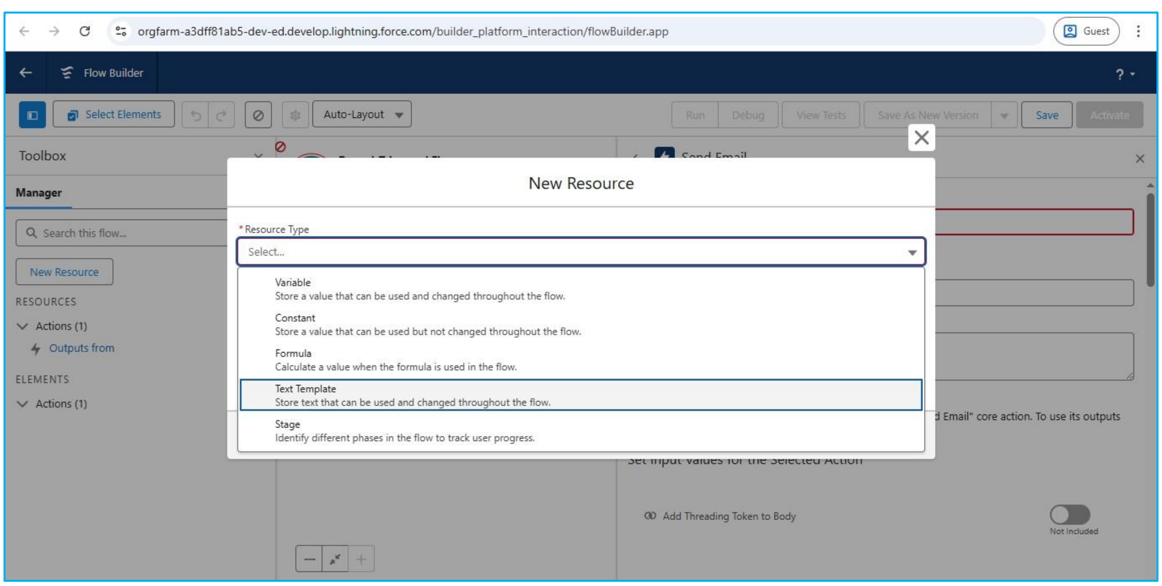
7. In action search for send email then click on send email (check below image)

8. Label: send email

9. API Name:send email



10. Enable Body
11. Click on new resource



Under resource type select “Text Template”

API Name :emailbody

Under body:(paste the below text)

Dear {! $Record.Tenant__r. Name},

We hope this email finds you well. We are writing to inform you that we have successfully received your monthly payment. Thank you for your prompt and diligent payment.

12. Click Done.
13. Enable recipient Address List

    Paste this? {! $Record.Tenant__r. Email__c}

14. Click Done
15. Enable subject

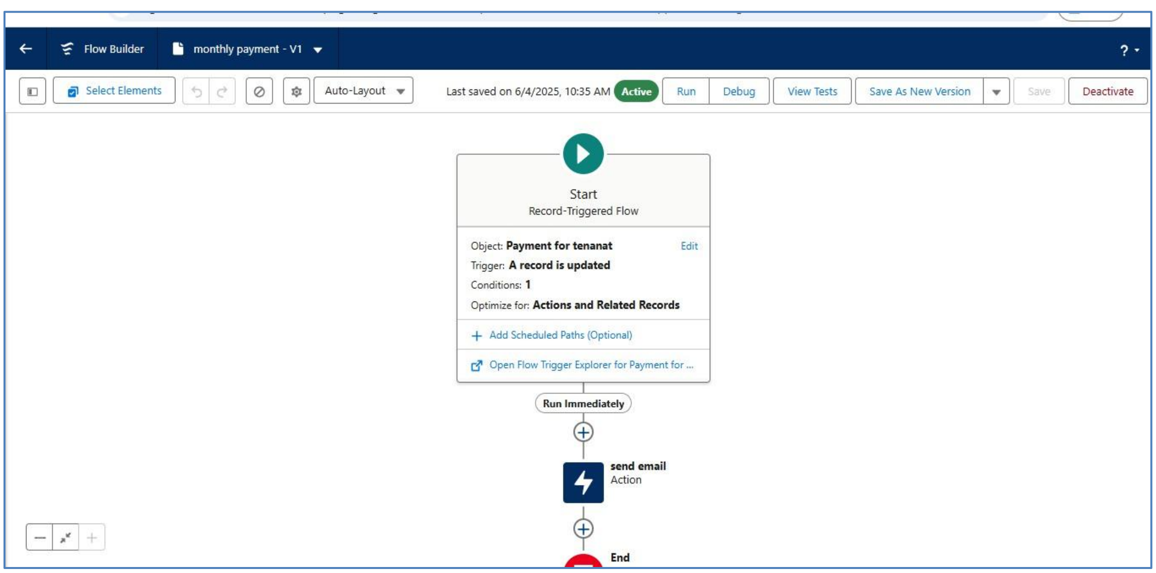
    Paste this >> Confirmation of Successful Monthly Payment

16. Click on save

    Flow label: monthly payment

    Flow API Name:monthly payment

Click on activate



Milestone – 11

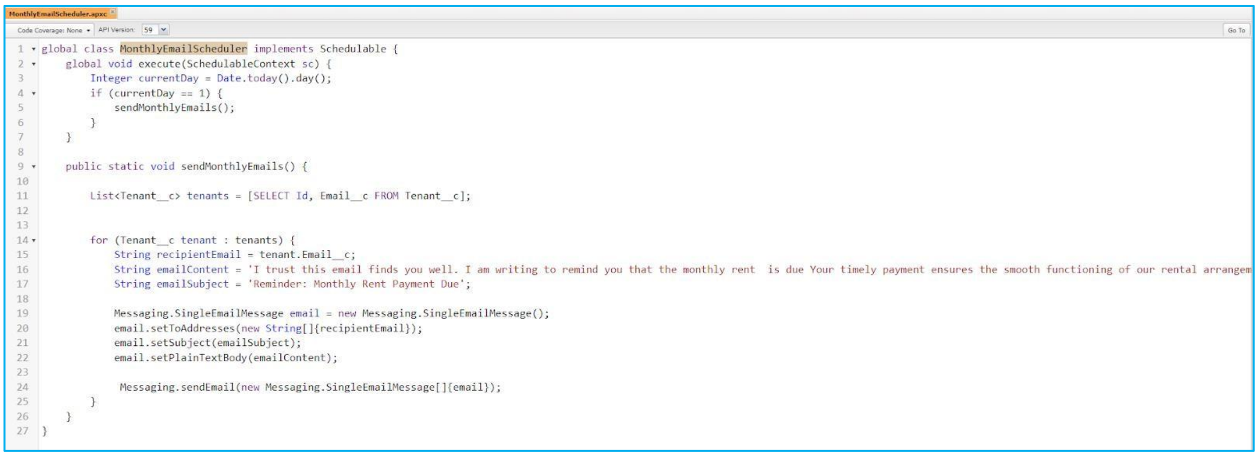
Schedule class

Create an Apex Class

To create a new Apex Class, follow the below steps:

1. Click on the file >> New >> Apex Class.

2. Enter class name as MonthlyEmailScheduler.



Apex logic:

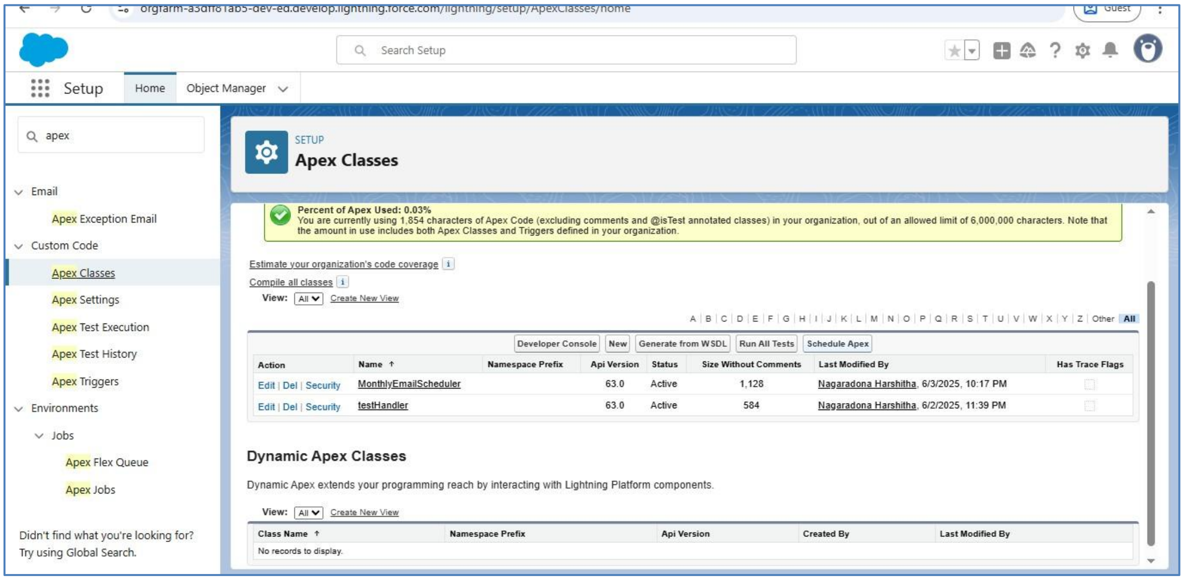
```
global class MonthlyEmailScheduler implements Schedulable
  { global void execute(SchedulableContextsc) {
      Integer currentDay = Date.today().day();
      if (currentDay == 1) {
          sendMonthlyEmails();
      }
  }
 public static void sendMonthlyEmails() {
      List<Tenant_c> tenants = [SELECT Id, Email_c FROM Tenant_c];
      for (Tenant_c tenant : tenants) {
          String recipientEmail = tenant.Email__c;
```

```
        String emailContent = 'I trust this email finds you well. I am writing to remind you that the monthly rent  is due Your timely payment ensures the smooth functioning of our rental arrangement and helps maintain a positive living environment for all.';
        String emailSubject = 'Reminder: Monthly Rent Payment Due';
        Messaging.SingleEmailMessage email = new Messaging.SingleEmailMessage();
        email.setToAddresses(new String[]{recipientEmail});
        email.setSubject(emailSubject);
        email.setPlainTextBody(emailContent);
         Messaging.sendEmail(new  Messaging.SingleEmailMessage[]{email});
      }
    }
}
```

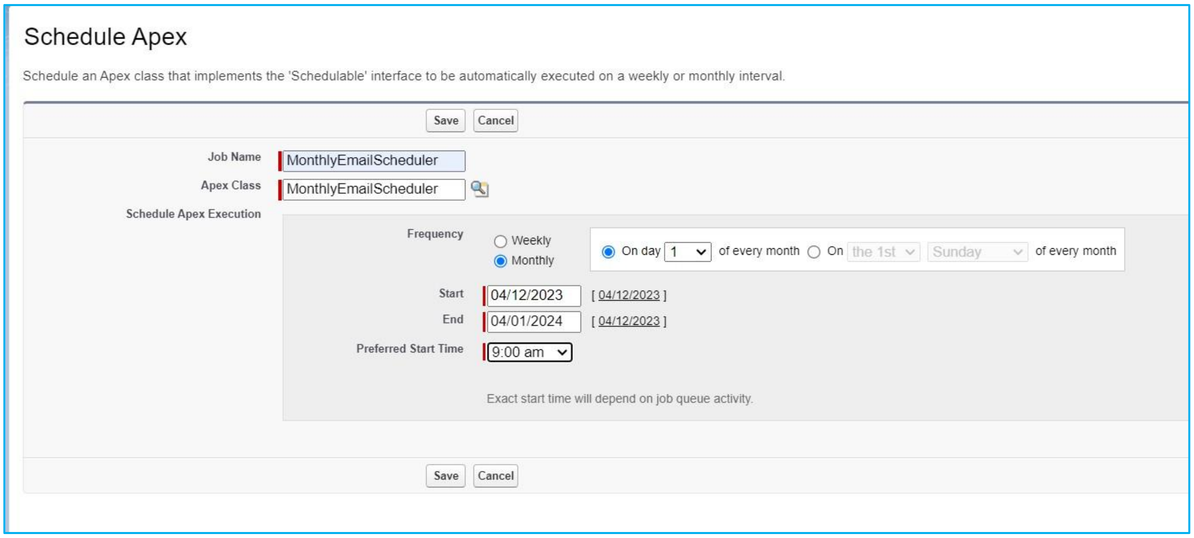
3.Save the code

Activity – 2 Schedule Apex class:

1. Enter Apex class in quick find box
2. Select schedule Apex



3. Enter job Name: MonthlyEmailScheduler
4. Apex class: MonthlyEmailScheduler
5. Frequency: Monthly===>select on day 1
6. Start date: 04/12/2023
7. End date: 04/01/2024
8. Preferred start time: 09:00 am
9. save

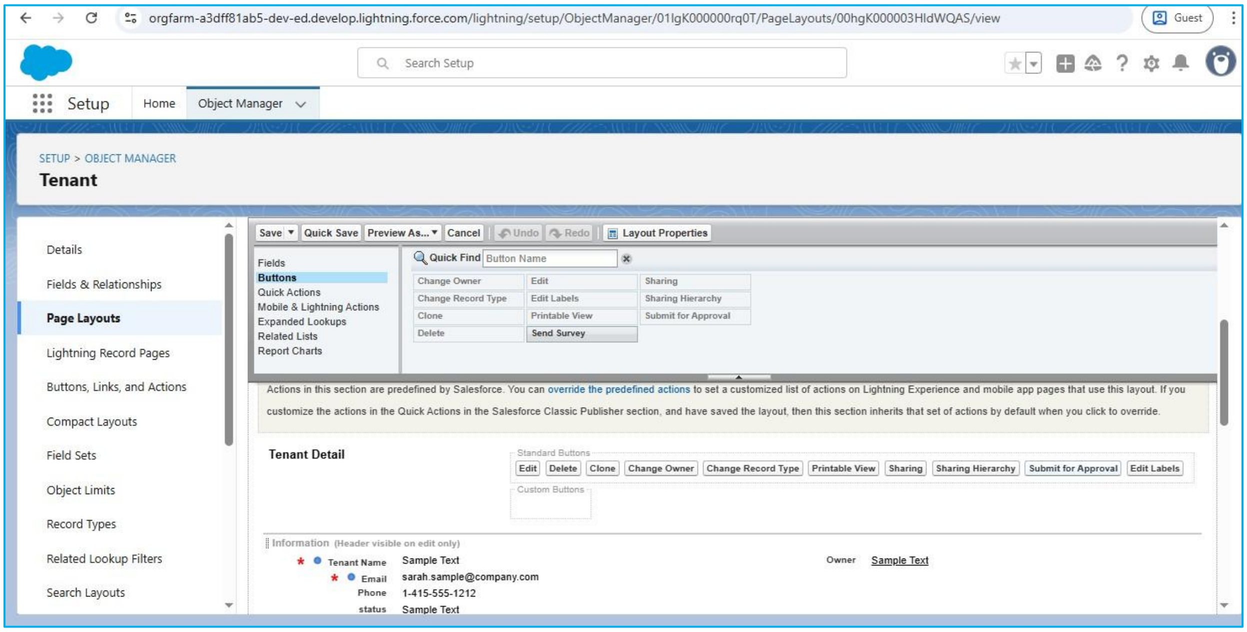

Schedule Apex
Schedule an Apex class that implements the 'Schedulable' interface to be automatically executed on a weekly or monthly interval.
Save
Cancel
Job Name
MonthlyEmailScheduler
Apex Class
MonthlyEmailScheduler
Schedule Apex Execution
Frequency
Weekly
Monthly
On day 1 of every month
On the 1st Sunday of every month
Start
04/12/2023
[04/12/2023]
End
04/01/2024
[04/12/2023]
Preferred Start Time
9:00 am
Exact start time will depend on job queue activity.
Save
Cancel

From the set up

1.Go to ObjectManager>>Select tenant>>Click on page layouts

2.Go to the buttons tab

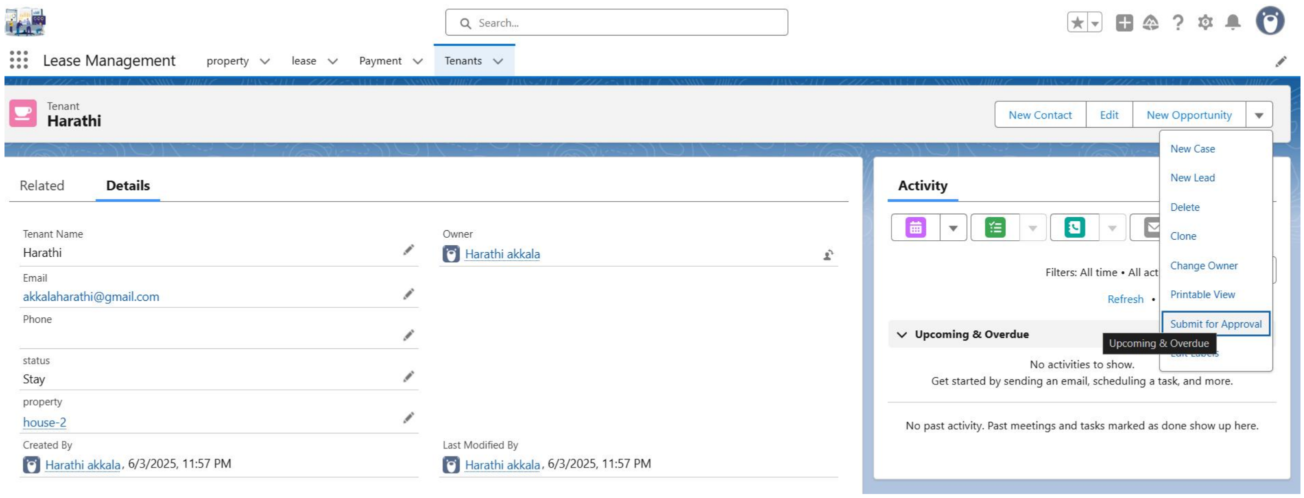
3.Drag submit for approval towards the tenant detail



LEASE MANAGEMENT

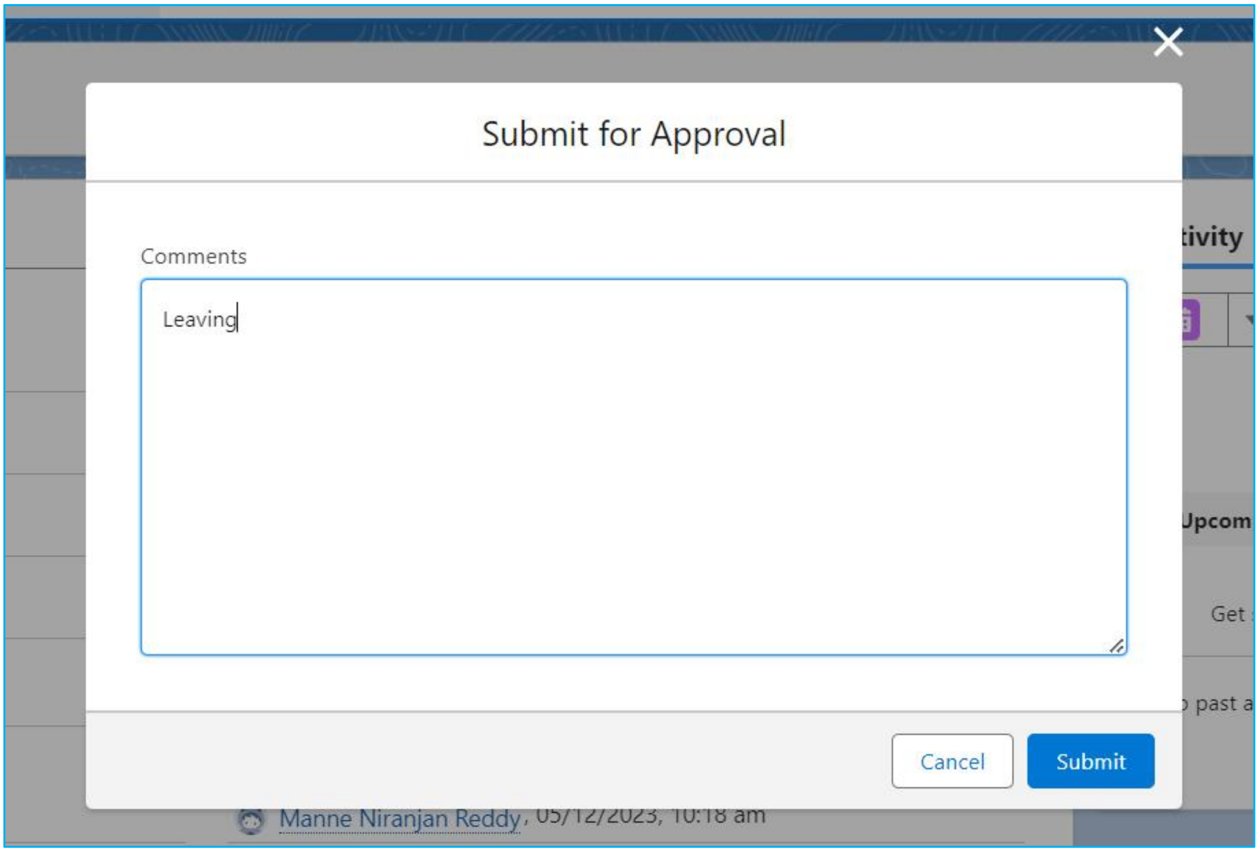
1.Go to AppLauncher>>Search Lease Management>>Select Tenant

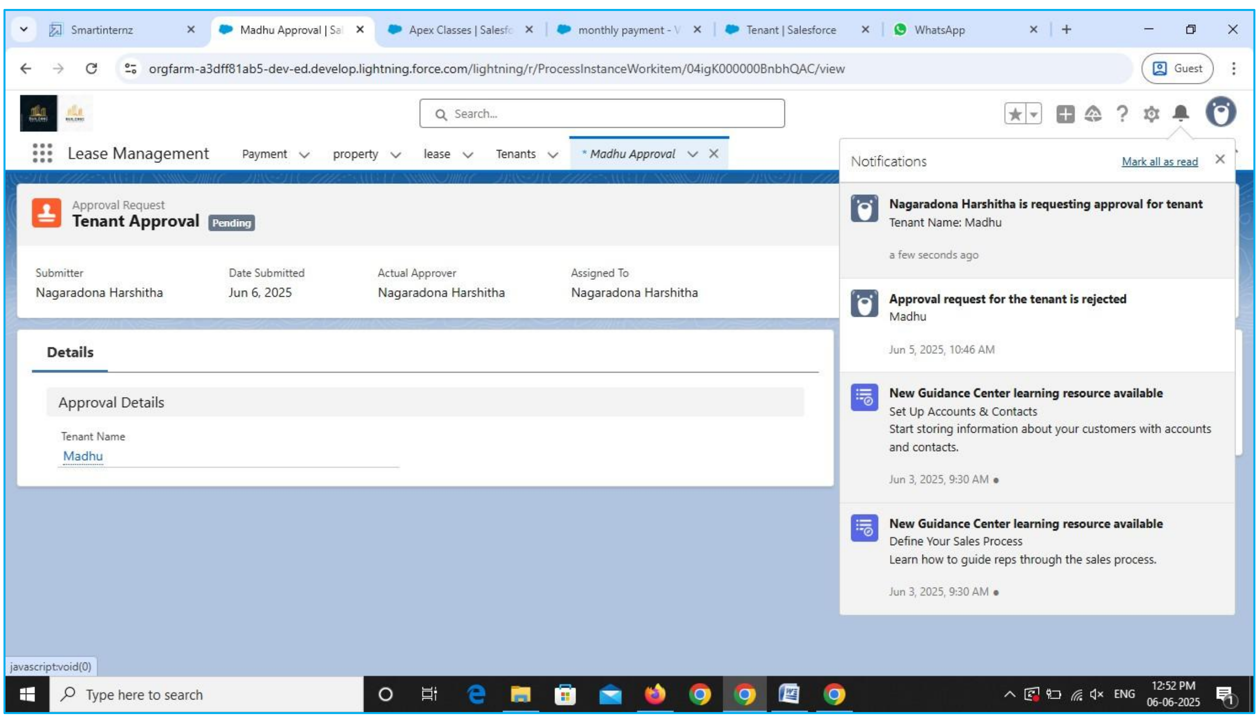
2.Click on the user created



3.Enter any comment am\nd click on submit

LEASE MANAGEMENT

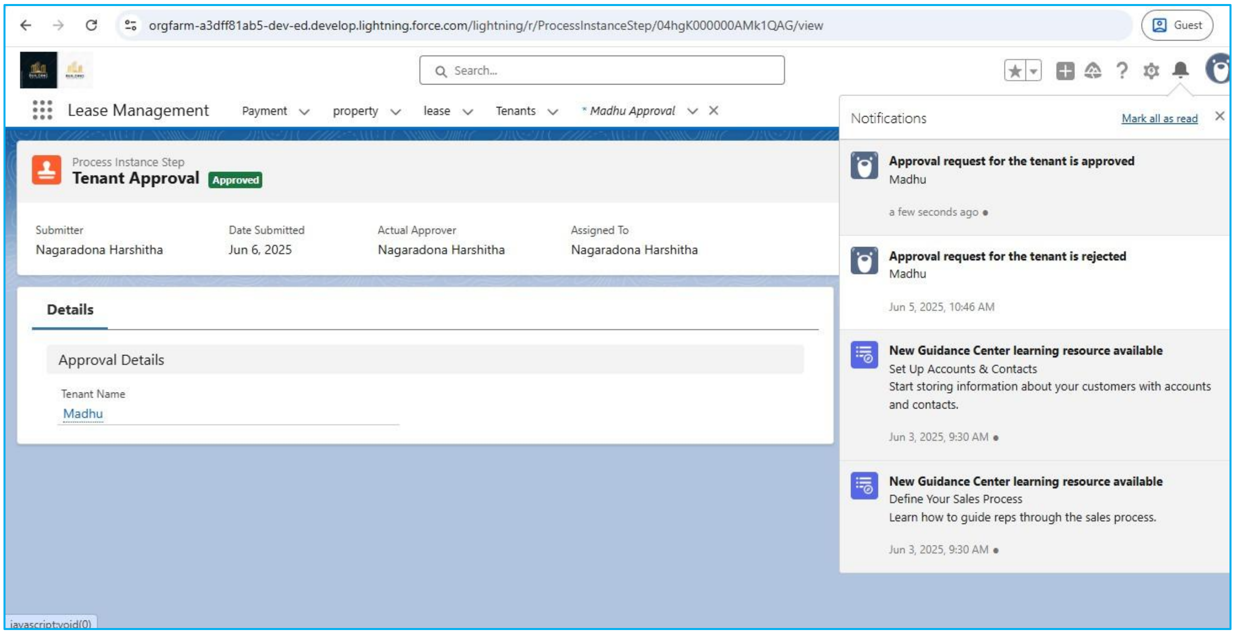




Click on that notification

click on approve

Give any comment and submit



You will find notification like this and you will get an email check

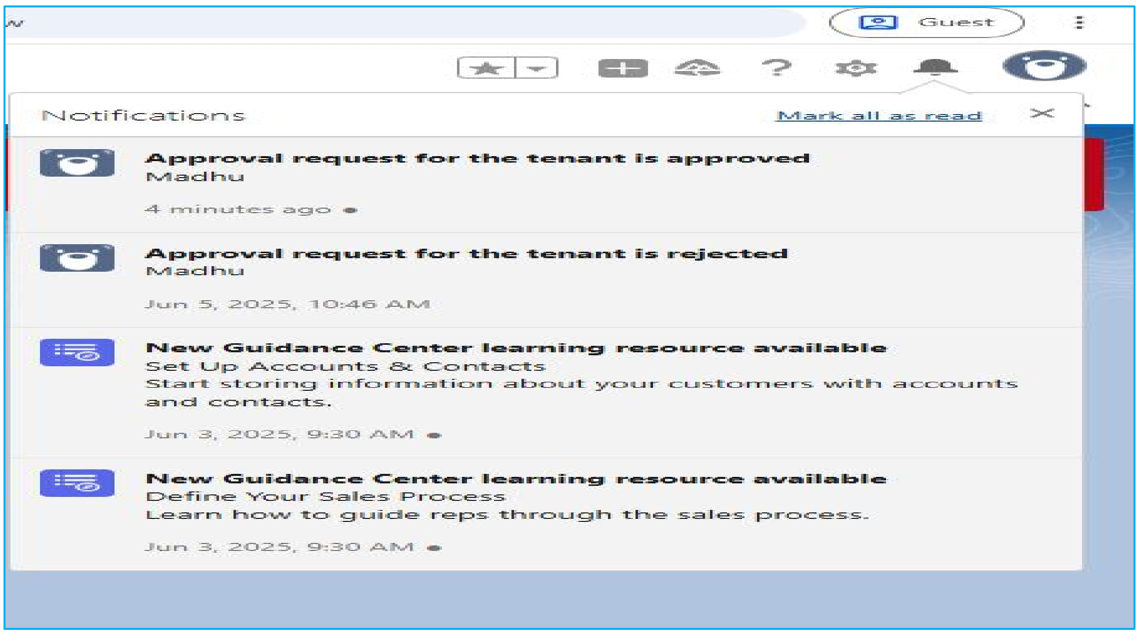
Testing the Reject process

Enter any comment am\nd click on submit

Click on that notification

Click on reject

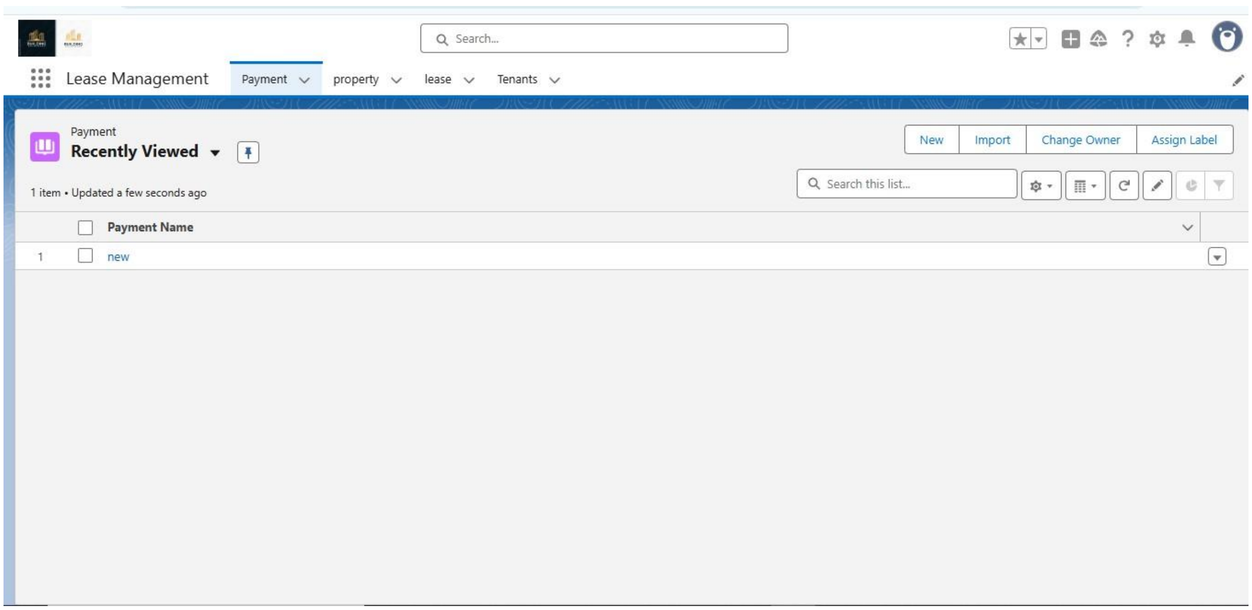
Give any comment and submit



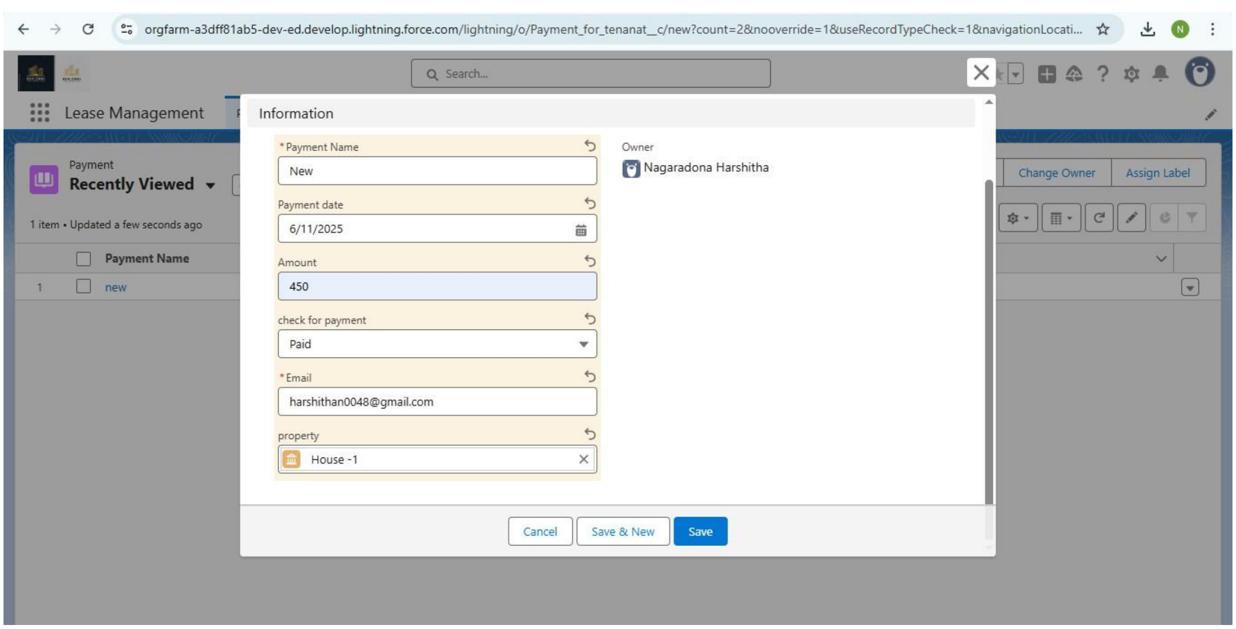
You will find notification like this and you will get an email check

Outputs:

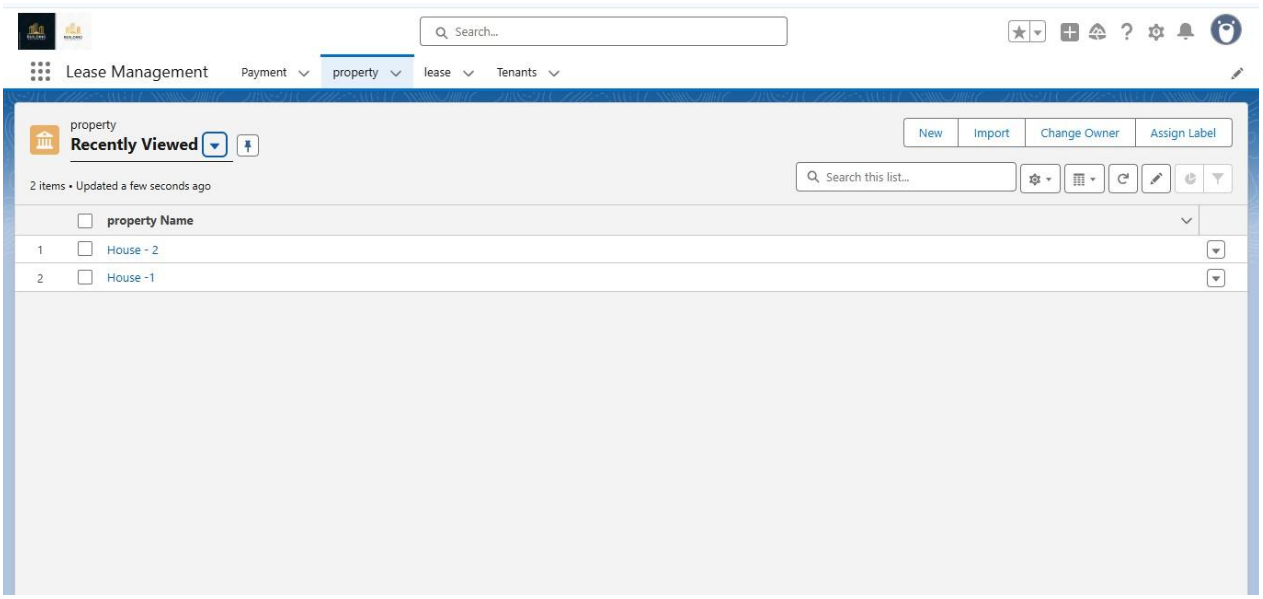
Payment tab:



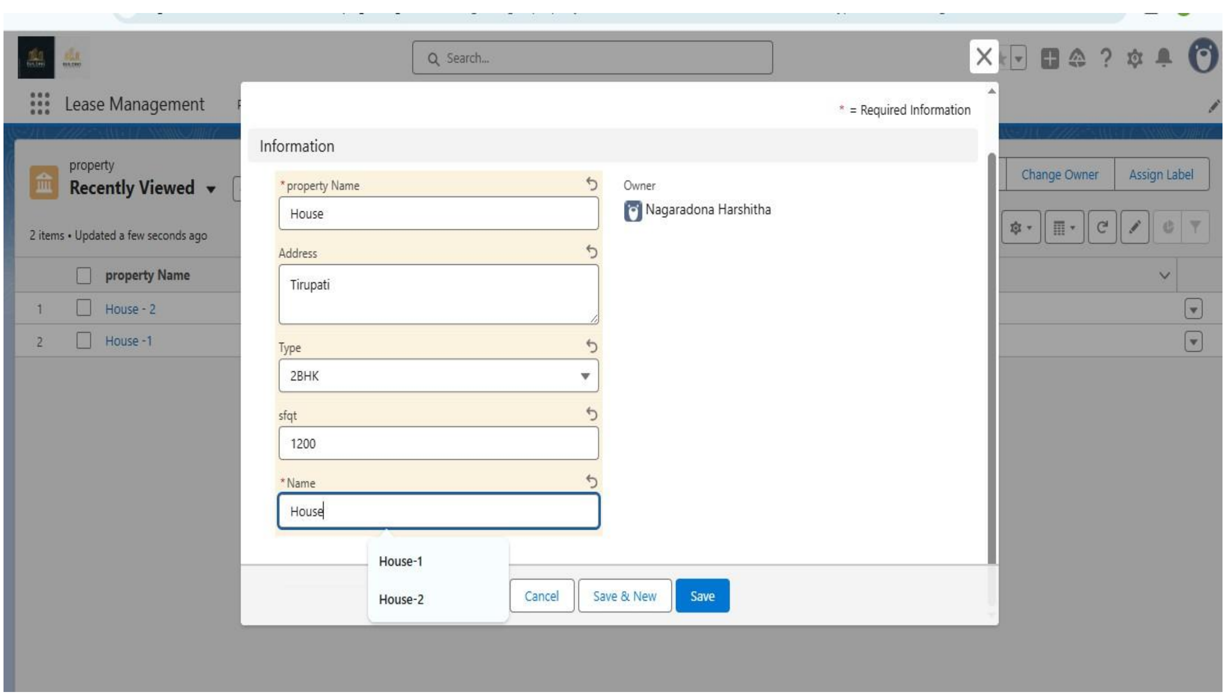
Payment tab details:



Property tab:

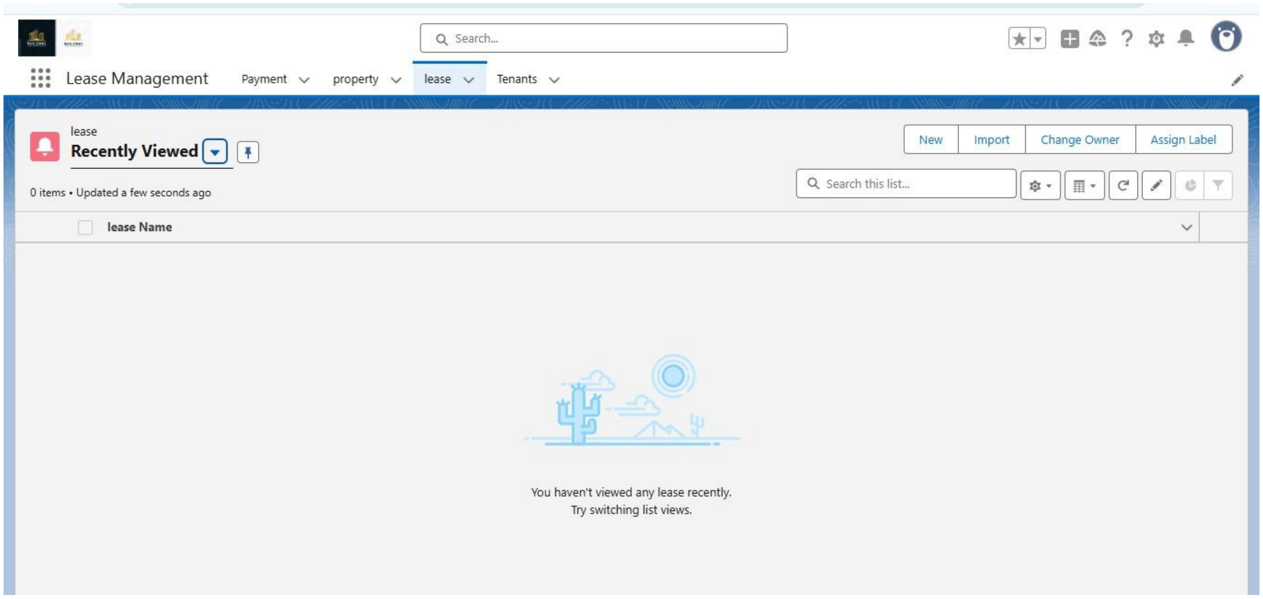


New Property tab details:

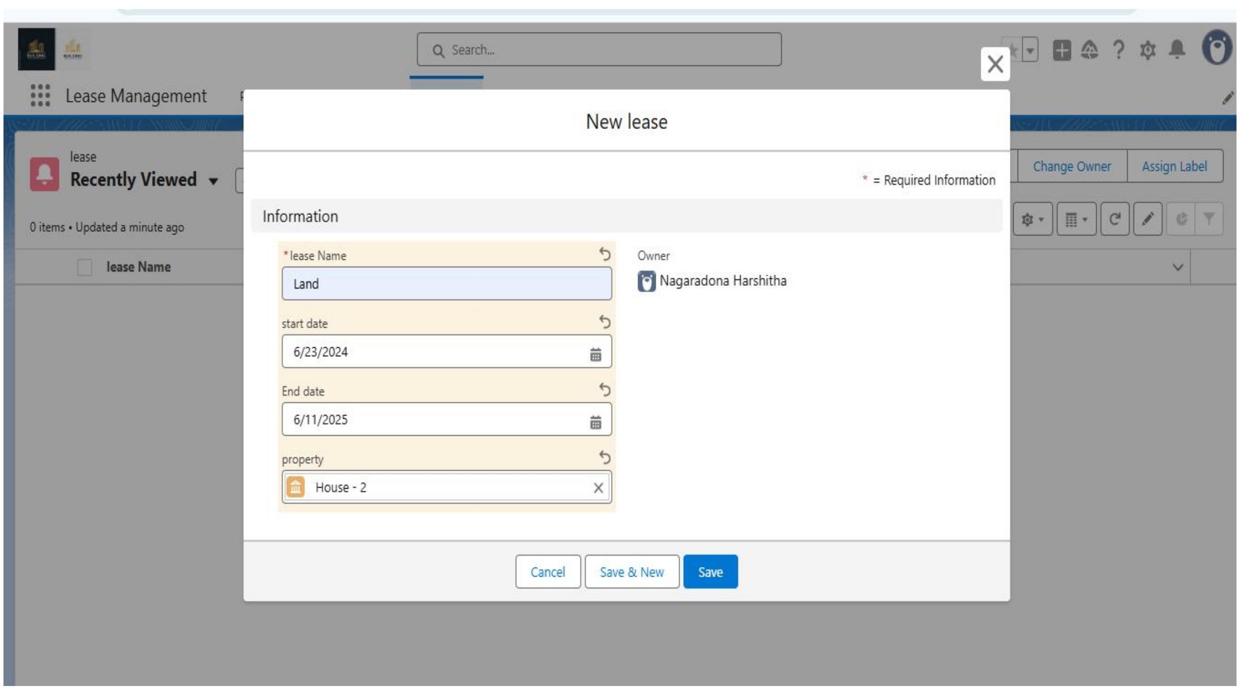


LEASE MANAGEMENT

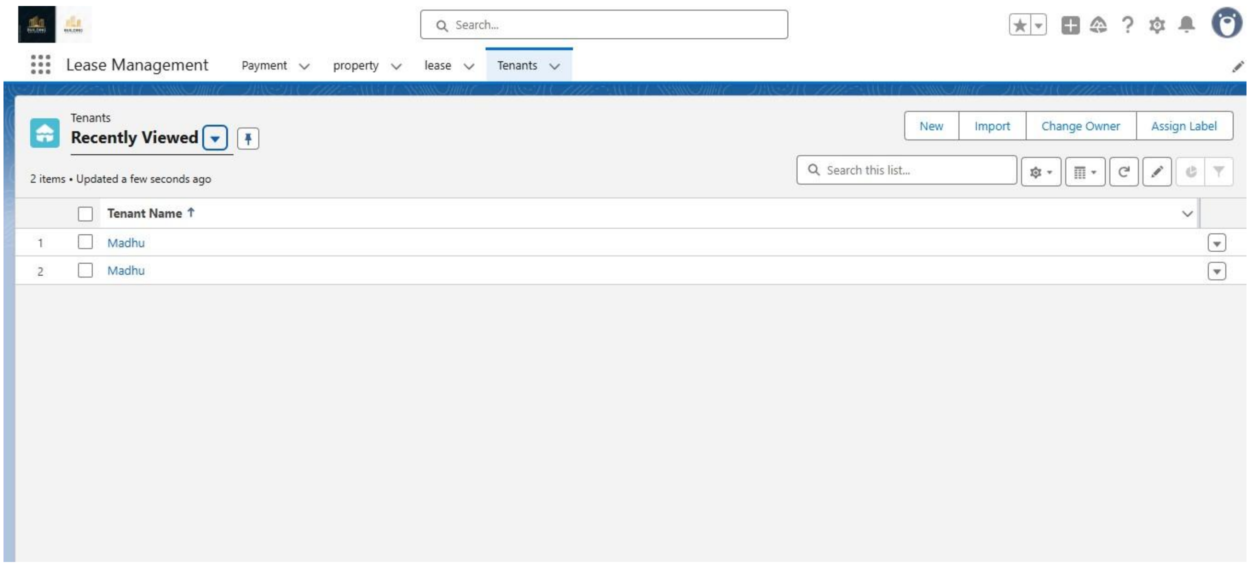
Lease tab:



New lease tab details:



Tenant tab:



New tenant tab details: