# Recruiting Assistance For The HR Managers
## Project Based Experiential Learning Program

**Recruiting Assistance For The HR Managers**

*Project Based  Experiential Learning Program*

Create ▼



**Get Started with Einstein Bots**

Launch an AI-powered bot to automate your digital connections.

Get Started



**Mobile Publisher**

Use the Mobile Publisher to create your own branded mobile app.

Learn More ⬀



**Real-time Collaborative Docs**

Transform productivity with collaborative docs, spreadsheets, and slides inside Salesforce.

Get Started ⬀

d5j00000bdfuaeaj-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/01I5j00000271Fc/Details/view

Search Setup

**Setup**   Home   Object Manager ⌄

SETUP > OBJECT MANAGER
**Job Posting Sites**

| | |
|---|---|
| **Details** | |
| Fields & Relationships | |
| Page Layouts | |
| Lightning Record Pages | |
| Buttons, Links, and Actions | |
| Compact Layouts | |
| Field Sets | |
| Object Limits | |
| Record Types | |
| Related Lookup Filters | |
| Restriction Rules | |

**Details**                                                          Edit   Delete

Description

API Name                                          Enable Reports
Job_Posting_Sites__c

Custom                                            Track Activities
✓

Singular Label                                    Track Field History
Job Posting Sites

Plural Label                                      Deployment Status
Job Posting Sites                                 Deployed

                                                  Help Settings
                                                  Standard salesforce.com Help Window

# Review

## Details

| Details | | Edit | Delete |
|---|---|---|---|

**Description**

**API Name**
Review__c

**Custom**
✓

**Singular Label**
Review

**Plural Label**
Reviews

**Enable Reports**
✓

**Track Activities**

**Track Field History**
✓

**Deployment Status**
Deployed

**Help Settings**
Standard salesforce.com Help Window

### Sidebar navigation

- **Details**
- Fields & Relationships
- Page Layouts
- Lightning Record Pages
- Buttons, Links, and Actions
- Compact Layouts
- Field Sets
- Object Limits
- Record Types
- Related Lookup Filters
- Search Layouts

## Details

| | |
|---|---|
| Details | Edit    Delete |

Description

| | |
|---|---|
| **API Name** | **Enable Reports** |
| Job_Posting__c | ✓ |
| **Custom** | **Track Activities** |
| ✓ | |
| **Singular Label** | **Track Field History** |
| Job Posting | ✓ |
| **Plural Label** | **Deployment Status** |
| Job Postings | Deployed |
| | **Help Settings** |
| | Standard salesforce.com Help Window |

Details

Fields & Relationships

Page Layouts

Lightning Record Pages

Buttons, Links, and Actions

Compact Layouts

Field Sets

Object Limits

Record Types

Related Lookup Filters

Search Layouts

d5j00000bdfuaeaj-dev-ed.develop.lightning.force.com/lightning/setup/CustomTabs/home

Search Setup

Setup    Home    Object Manager ∨

Q tab

∨ User Interface

Loaded Console Tab Limit

Rename Tabs and Labels

Tabs

Didn't find what you're looking for?
Try using Global Search.

SETUP
## Tabs

## Custom Tabs

Help for this Page

You can create new custom tabs to extend Salesforce functionality or to build new application functionality.

Custom Object tabs look and behave like the standard tabs provided with Salesforce. Web tabs allow you to embed external web applications and content within the Salesforce window. Visualforce tabs allow you to embed Visualforce pages. Lightning Component tabs allow you to add Lightning components to the navigation menu in Lightning Experience and the mobile app. Lightning Page tabs allow you to add Lightning Pages to Lightning Experience and the mobile app.

### Custom Object Tabs          New   What Is This?

| Action | Label | Tab Style | Description |
|---|---|---|---|
| Edit \| Del | Candidates | People | |
| Edit \| Del | Interviewers | Hands | |
| Edit \| Del | Job Applications | Pencil | |
| Edit \| Del | Job Postings | Desk | |
| Edit \| Del | Job Posting Sites | Real Estate Sign | |
| Edit \| Del | Job Posting Sites | IP Phone | |
| Edit \| Del | Positions | Gears | |
| | | Diamond | |

https://d5j00000bdfuaeaj-dev-ed.develop.lightning.force.com/one/one.app#/setup/CustomTabs/home

Scanned with OKEN Scanner

# Edit Recruiting App Navigation Items

Personalize your nav bar for this app. Reorder items, and rename or remove items you've added.
Learn More ●

NAVIGATION ITEMS (9)

Add More Items

≡ 🏠 Home

≡ 👥 Candidates

≡ ✏️ Job Applications

≡ 📶 Interviewers

≡ ⚙️ Positions

≡ 💾 Reports

≡ 🧭 Dashboards

Reset Navigation to Default ●

Cancel

Job Posting Site | Salesforce   ✕   +

d5j00000bdfuaeaj-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/01I5j0000026zqw/FieldsAndRelationships/view

Search Setup

Setup   Home   Object Manager ▾

SETUP > OBJECT MANAGER
## Job Posting Site

| | | | |
|---|---|---|---|
| Details | | | |
| **Fields & Relationships** | | | |
| Page Layouts | | | |
| Lightning Record Pages | | | |
| Buttons, Links, and Actions | | | |
| Compact Layouts | | | |
| Field Sets | | | |
| Object Limits | | | |
| Record Types | | | |
| Related Lookup Filters | | | |
| Search Layouts | | | |

### Fields & Relationships
9 Items, Sorted by Field Label

Quick Find    New   Deleted Fields   Field Dependencies   Set History Tracking

| FIELD LABEL ▲ | FIELD NAME | DATA TYPE | CONTROLLING FIELD | INDEXED |
|---|---|---|---|---|
| Created By | CreatedById | Lookup(User) | | |
| Description | Description__c | Text Area(255) | | |
| Job Posting Site URL | Job_Posting_Site_URL__c | URL(255) | | |
| Last Modified By | LastModifiedById | Lookup(User) | | |
| Owner | OwnerId | Lookup(User,Group) | | ✓ |
| Site Name | Name | Text(80) | | ✓ |
| Status | Status__c | Picklist | | |
| Status | Status1__c | Picklist (Multi-Select) | | |

Job Posting | Salesforce    ×    +

d5j00000bdfuaeaj-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/01I5j0000026zsn/FieldsAndRelationships/view

Search Setup

Setup    Home    Object Manager    ⌄

SETUP > OBJECT MANAGER
**Job Posting**

## Fields & Relationships
5 Items, Sorted by Field Label

Quick Find    New    Deleted Fields    Field Dependencies    Set History Tracking

| FIELD LABEL ▲ | FIELD NAME | DATA TYPE | CONTROLLING FIELD | INDEXED |
|---|---|---|---|---|
| Created By | CreatedById | Lookup(User) | | |
| Job posting number | Name | Auto Number | | ✓ |
| Job Posting Site | Job_Posting_Site__c | Master-Detail(Job Posting Site) | | ✓ |
| Last Modified By | LastModifiedById | Lookup(User) | | |
| Position | Position__c | Master-Detail(Position) | | ✓ |

Details

**Fields & Relationships**

Page Layouts

Lightning Record Pages

Buttons, Links, and Actions

Compact Layouts

Field Sets

Object Limits

Record Types

Related Lookup Filters

Search Layouts

# Review

## Fields & Relationships
13 Items, Sorted by Field Label

Details

**Fields & Relationships**

Page Layouts

Lightning Record Pages

Buttons, Links, and Actions

Compact Layouts

Field Sets

Object Limits

Record Types

Related Lookup Filters

Search Layouts

| Quick Find | | New | Deleted Fields | Field Dependencies | Set History Tracking |

| FIELD LABEL ▲ | FIELD NAME | DATA TYPE | CONTROLLING FIELD | INDEXED | |
|---|---|---|---|---|---|
| Core Competencies | Core_Competencies__c | Picklist | | | ▼ |
| Core Competencies Comments | Core_Competencies_Comments__c | Text Area(255) | | | ▼ |
| Created By | CreatedById | Lookup(User) | | | |
| Experience | Experience__c | Picklist | | | ▼ |
| Experience Comments | Experience_Comments__c | Text Area(255) | | | ▼ |
| Interviewer | Interviewer__c | Lookup(Interviewer) | | ✓ | ▼ |
| Job Application | Job_Application__c | Master-Detail(Job Application) | | ✓ | ▼ |

https://d5j00000bdfuaeaj-dev-ed.develop.lightning.force.com/one/one.app#/setup/ObjectManager/01I5j0000026zsT/FieldsAndRelationships/view

Search Setup

Setup    Home    Object Manager ⌄

SETUP > OBJECT MANAGER
**Position**

| | | | |
|---|---|---|---|
| Details | **Page Layouts**<br>2 Items, Sorted by Page Layout Name | | Quick Find    New    Page Layout Assignment |
| Fields & Relationships | | | |
| **Page Layouts** | **PAGE LAYOUT NAME** ▲ | **CREATED BY** | **MODIFIED BY** |
| Lightning Record Pages | Position Layout | BONDILI ALEKYA BAI, 18/07/2023, 3:49 pm | BONDILI ALEKYA BAI, 19/07/2023, 11:59 am    ▼ |
| Buttons, Links, and Actions | Review Object | BONDILI ALEKYA BAI, 19/07/2023, 12:02 pm | BONDILI ALEKYA BAI, 19/07/2023, 12:04 pm    ▼ |
| Compact Layouts | | | |
| Field Sets | | | |
| Object Limits | | | |
| Record Types | | | |
| Related Lookup Filters | | | |
| Search Layouts | | | |

## Candidate Validation Rule

Back to Candidate

**Details**

**Fields & Relationships**

**Page Layouts**

**Lightning Record Pages**

**Buttons, Links, and Actions**

**Compact Layouts**

**Field Sets**

**Object Limits**

**Record Types**

**Related Lookup Filters**

**Search Layouts**

**Validation Rule Detail**    [Edit] [Clone]

| | | | |
|---|---|---|---|
| Rule Name | Phone_number_validation_rule | Active | ✓ |
| Error Condition Formula | NOT ( OR ( REGEX ( Phone__c ." ^ [0-9] {10}" ) ) ) | | |
| Error Message | 6301479628 | Error Location | City |
| Description | 6301479628 | | |
| Created By | BONDILI ALEKYA BAI, 19/07/2023, 2:47 pm | Modified By | BONDILI ALEKYA BAI, 19/07/2023, 2:47 pm |

[Edit] [Clone]

d5j00000bdfuaeaj-dev-ed.develop.lightning.force.com/lightning/setup/ObjectManager/01I5j0000026zqw/ValidationRules/03d5j000000d0nJAAQ/view

Search Setup

Setup        Home      Object Manager ∨

SETUP > OBJECT MANAGER
**Job Posting Site**

Details

Fields & Relationships

Page Layouts

Lightning Record Pages

Buttons, Links, and Actions

Compact Layouts

Field Sets

Object Limits

Record Types

Related Lookup Filters

Search Layouts

## Job Posting Site Validation Rule
Back to Job Posting Site

**Validation Rule Detail**          Edit    Clone

| | | |
|---|---|---|
| Rule Name | Technical_site_checkbox_true | Active ✓ |
| Error Condition Formula | Technical_Site__c!= TRUE | |
| Error Message | Please select check box of technical site. | Error Location   Technical Site |
| Description | Technical site checkbox should be check | |
| Created By | BONDILI ALEKYA BAI, 19/07/2023, 2:58 pm | Modified By   BONDILI ALEKYA BAI, 19/07/2023, 2:58 pm |

Edit    Clone

Hyperforce Assistant

∨ Users

    Profiles

∨ Data

    Mass Transfer Approval
    Requests

∨ Feature Settings

    ∨ Data.com

        Prospector Preferences

        Prospector Users

    Functions

    ∨ Marketing

        Lead Processes

    ∨ Sales

        ∨ Products

            Asset Settings

SETUP
## Profiles

Profile
## standard user

Help for this Page ❓

Users with this profile have the permissions and page layouts listed below. Administrators can change a user's profile by editing that user's personal information.

If your organization uses Record Types, use the Edit links in the Record Type Settings section below to make one or more record types available to users with this profile.

Login IP Ranges [0] | Enabled Apex Class Access [0] | Enabled Visualforce Page Access [0] | Enabled External Data Source Access [0] | Enabled Named Credential Access [0] |
Enabled External Credential Principal Access [0] | Enabled Custom Metadata Type Access [0] | Enabled Custom Setting Definitions Access [0] | Enabled Flow Access [0] | Enabled Service Presence Status Access [0] |
Enabled Custom Permissions [0]

**Profile Detail**

    [ Edit ] [ Clone ] [ Delete ] [ View Users ]

| | | | |
|---|---|---|---|
| **Name** | standard user | **Custom Profile** | ✓ |
| **User License** | Salesforce | | |
| **Description** | | | |
| **Created By** | BONDILI ALEKYA BAI, 19/07/2023, 3:31 pm | **Modified By** | BONDILI ALEKYA BAI, 19/07/2023, 3:31 pm |

**Page Layouts**

**Standard Object Layouts**

| | | | |
|---|---|---|---|
| **Global** | Global Layout [ View Assignment ] | **Object Milestone** | Object Milestone Layout [ View Assignment ] |
| **Email Application** | Not Assigned [ View Assignment ] | **Operating Hours** | Operating Hours Layout [ View Assignment ] |
| **Home Page Layout** | DE Default | **Opportunity** | Opportunity Layout |

## User
# BONDILI ALEKYA BAI

Permission Set Assignments [1] | Permission Set Assignments: Activation Required [0] | Permission Set Group Assignments [0] | Permission Set License Assignments [0] | Personal Groups [0] | Public Group Membership [0] | Queue Membership [0] | Team [0] | Managers in the Role Hierarchy [0] | OAuth Apps [1] | Third-Party Account Links [0] | Installed Mobile Apps [0] | Authentication Settings for External Systems [0] | Login History [10+] | User Provisioning Accounts [0]

## User Detail

[Edit] [Sharing] [Change Password]

| | | | |
|---|---|---|---|
| Name | BONDILI ALEKYA BAI | Role | |
| Alias | BALEK | User License | Salesforce |
| Email | bondiliakhilsingh6301@gmail.com [Verified] | Profile | System Administrator |
| Username | alekya3015@gmail.com | Active | ✔ |
| Nickname | User16896594533846009169 ⓘ | Marketing User | ✔ |
| Title | | Offline User | ✔ |
| Company | SALES FORCE | Knowledge User | ☐ |
| Department | | Flow User | ☐ |
| Division | | Service Cloud User | ✔ |
| Address | IN | Site.com Contributor User | ☐ |
| Time Zone | (GMT+05:30) India Standard Time (Asia/Kolkata) | Site.com Publisher User | ☐ |
| Locale | English (India) | WDC User | ☐ |
| Language | English | Mobile Push Registrations | View |

Permission Set
# Hr Recruiter

🔍 Find Settings... ✖ | Clone | Edit Properties | Manage Assignments

## Permission Set Overview

| | | |
|---|---|---|
| Description | API Name | Hr_Recruiter |
| License | Namespace Prefix | |
| Session Activation Required | Created By | BONDILI ALEKYA BAI, 19/07/2023, 9:43 pm |
| Last Modified By | BONDILI ALEKYA BAI, 19/07/2023, 9:47 pm | |

## Apps

**Assigned Apps**
Settings that specify which apps are visible in the app menu

**Assigned Connected Apps**
Settings that specify which connected apps are visible in the app menu

**Object Settings**
Permissions to access objects and fields, and settings such as tab availability

**App Permissions**
Permissions to perform app-specific actions, such as "Manage Call Centers"

Position
**Awesome Sales Rep**

+ Follow     Edit     New Contact     New Opportunity ▼

Related     **Details**

**Activity**     Chatter

📅 ▼   📋 ▼   📞 ▼   ✉ ▼

Filters: All time • All activities • All types

Refresh • Expand All • View All

∨ **Information**

Title
Awesome Sales Rep

Department
Sales

Location
US

Hiring Manager

Status
New

Approval Status
Approved

Owner
🐻 BONDILI ALEKYA BAI

∨ **Upcoming & Overdue**

No activities to show.
Get started by sending an email, scheduling a task, and more.

No past activity. Past meetings and tasks marked as done show up here.

∨ **Description**

Job Description
Sales rep to join the AW Computing team serving the eastern region of AMER

∨ Salary

Reports
# Recent
10 items

| | Report Name ⌄ | Description ⌄ | Folder ⌄ | Created By ⌄ | Created On ⌄ | Subscribed | |
|---|---|---|---|---|---|---|---|
| **REPORTS** | | | | | | | |
| **Recent** | Reports | | Private Reports | BONDILI ALEKYA BAI | 31/7/2023, 11:14 am | | ⌄ |
| Created by Me | Sales | | Private Reports | BONDILI ALEKYA BAI | 31/7/2023, 11:13 am | | ⌄ |
| Private Reports | New Sales | | Private Reports | BONDILI ALEKYA BAI | 31/7/2023, 11:12 am | | ⌄ |
| Public Reports | Sales Rep | | Private Reports | BONDILI ALEKYA BAI | 31/7/2023, 11:11 am | | ⌄ |
| All Reports | Awesome Sales Rep | | Public Reports | BONDILI ALEKYA BAI | 31/7/2023, 11:09 am | | ⌄ |
| | Super Sales Rep | | Public Reports | BONDILI ALEKYA BAI | 31/7/2023, 11:08 am | | ⌄ |
| **FOLDERS** | Job application with position | | Public Reports | BONDILI ALEKYA BAI | 20/7/2023, 12:56 pm | | ⌄ |
| All Folders | Job Posting Sites With Job Positions An | | Private Reports | BONDILI ALEKYA BAI | 20/7/2023, 12:50 pm | | ⌄ |
| Created by Me | New Report | | Private Reports | BONDILI ALEKYA BAI | 20/7/2023, 12:40 pm | | ⌄ |
| Shared with Me | New Report | | Private Reports | BONDILI ALEKYA BAI | 20/7/2023, 12:39 pm | | ⌄ |
| **FAVORITES** | | | | | | | |
| All Favorites | | | | | | | |

Dashboards
# Recent
1 item

| | Dashboard Name | Description | Folder | Created By | Created On | Subscribed |
|---|---|---|---|---|---|---|
| **Recent** | Job application with position | | Private Dashboards | BONDILI ALEKYA BAI | 31/7/2023, 11:16 am | |
| Created by Me | | | | | | |
| Private Dashboards | | | | | | |
| All Dashboards | | | | | | |

**DASHBOARDS**

**FOLDERS**

All Folders

Created by Me

Shared with Me

**FAVORITES**

All Favorites

Search recent dashboards...    New Dashboard    New Folder