

PROJECT REPORT TEMPLATE

1 INTRODUCTION

1.1 OVERVIEW

Our project is Recruiting Assistant for HR managers

DESCRIPTION

There are 12 milestone in our project . As per the manual we have created these milestone step by step.

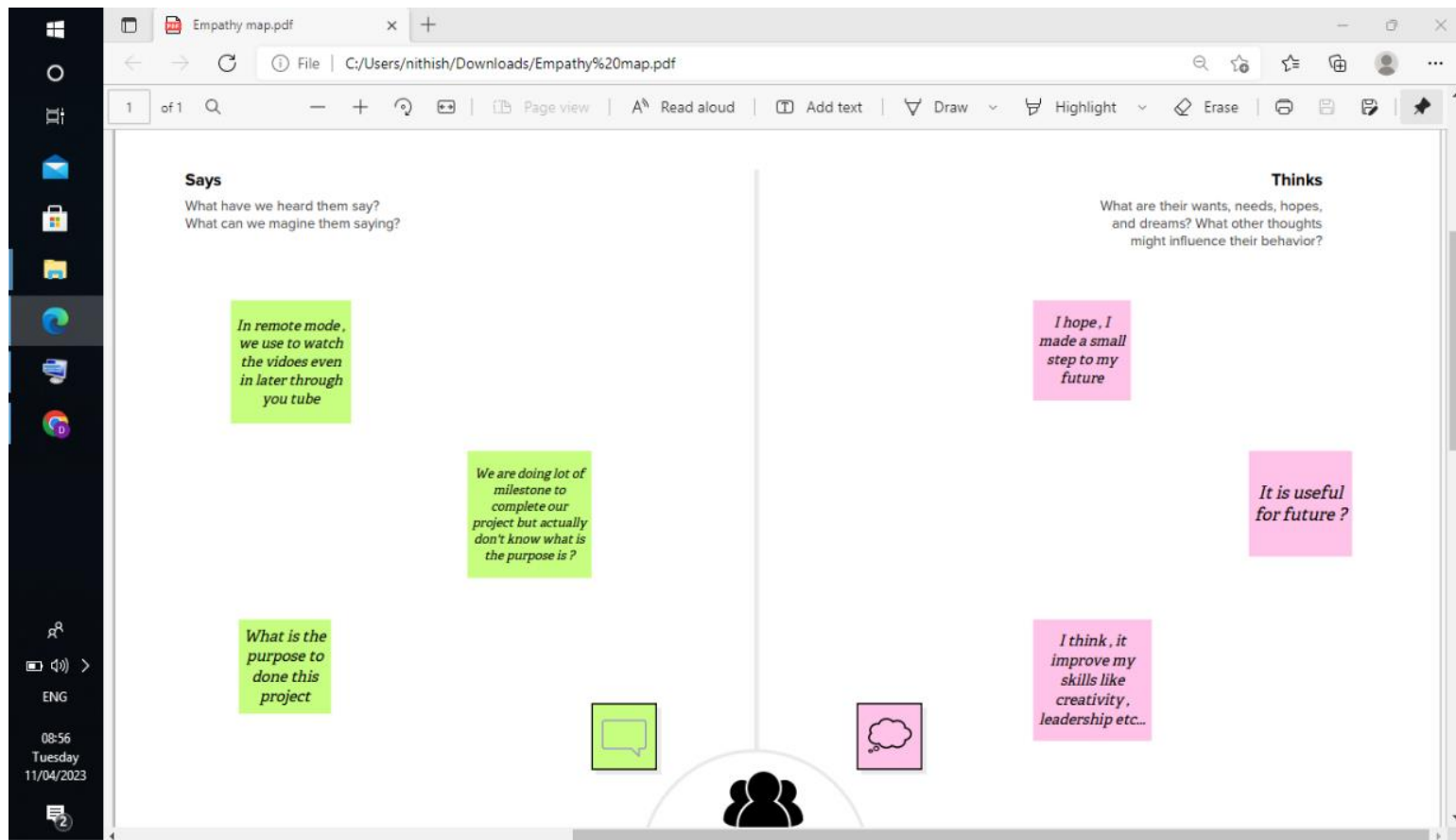
1. **Creation of developer account** - we have created the developer account .
2. **Package installation for Recruiting App** -By using Playground Starter we install a package .
3. **Object** - we generate a custom object for Job Posting Site and Review . It is used to permit to store the data.
4. **Tab** -we design a user interface element for Job Posting Sites.
5. **Field** - field is a relational database used to store data values . Then we created new field for Job Posting Site ,Status, Technical site , Description .
6. **Junction Object** - Junction object is a custom object used to create many to many relationship between two other objects . Then we created custom junction object and next we create a master detail relationship between job posting site and job posting and also for job posting and position .
7. **Page layout** -The page layout can be customized to show the fields and related information. Here we use from milestone 5 we have taken fields Status and Technical site for Job posting site and also for Review object.
8. **Validation Rule** - It is the process to check out the inputs given by any user . We checked the phone number validation rule and also for technical site checkbox .
9. **Profile** - We create event user profile and sales profile.
10. **User** -We create a user Sanjay Gupta as event user profile and Abhilash Garapati as sales profile.
11. **Permission Set** - We create permission set for supplier and review object .
12. **Report** -Report is a list of records that meet the criteria you define. Here we create report for attendees with events ,review and job posting objects .

1.2 PURPOSE

Recruitment assistants are involved with a company's hiring processes and activities . Their duties include contacting potential candidates, scheduling interviews , and assisting the HR department during the recruiting process. They assist with recruitment and record maintenance for payroll processing as well as provide clerical support to all .

2 PROBLEM DEFINITION & DESIGN THINKING

2.1 EMPATHY MAP



Empathy map.pdf

File | C:/Users/nithish/Downloads/Empathy%20map.pdf

1 of 1

Page view | Read aloud | Add text | Draw | Highlight | Erase

RECURTING ASSISTANT FOR HR MANAGERS
Team leader
DIVYA P
Team members
JAYASRI J
NANDHINI S
NITHYASRI R
VIRUCHIGA P

We are done our project neat & perfect

Attend the class regularly

Our team will do our best

We are actually getting nervous because other team gets anxious about this creation

Improving our social connectivity

And too much excitement to create this

Does

What behavior have we observed?
What can we imagine them doing?

Feels

What are their fears, frustrations, and anxieties? What other feelings might influence their behavior?

2.2 IDEATION & BRAINSTORMING



Before you collaborate

A little bit of preparation goes a long way with this session. Here's what you need to do to get going.

🕒 10 minutes

A

Team gathering

Define who should participate in the session and send an invite. Share relevant information or pre-work ahead.

B

Set the goal

Think about the problem you'll be focusing on solving in the brainstorming session.

C

Learn how to use the facilitation tools

1

Define your problem statement

What problem are you trying to solve? Frame your problem as a How Might We statement. This will be the focus of your brainstorm.

🕒 5 minutes

PROBLEM

How might we help employees stay productive and healthy when working from home?

2

Brainstorm

Write down any ideas that come to mind that address your problem statement.

🕒 10 minutes

Divya P

Encourage dedicated workspace	Provide emotional & steady support	Tools to help them stay connected and productivity
Team building		

Jayasri J

Schedule face time with colleagues	Contribute to virtual meetings	Schedule specific work hours
Stay connected with teammates. Have regular syncs. Meeting during the day when others are present.		

Nandhini S

Predict one help to increase productivity among remote employees	Take a clear break and reduce stress	Know your employee and the impact they are increased in
Managing notifications		

Nithyasri R

Eliminate distraction to stay focused and productivity	Eat and sleep	Use Optimized tools to boost productivity
Do the most demanding task first		

Viruchiga P

The biggest advantage is work from home is flexibility	Problems may arise is work from home is not as teamwork & collaboration	Tools to help the employee stay connected with colleagues
Employees set time for checking their emails		

Person 6

Person 7

Person 8

Group ideas

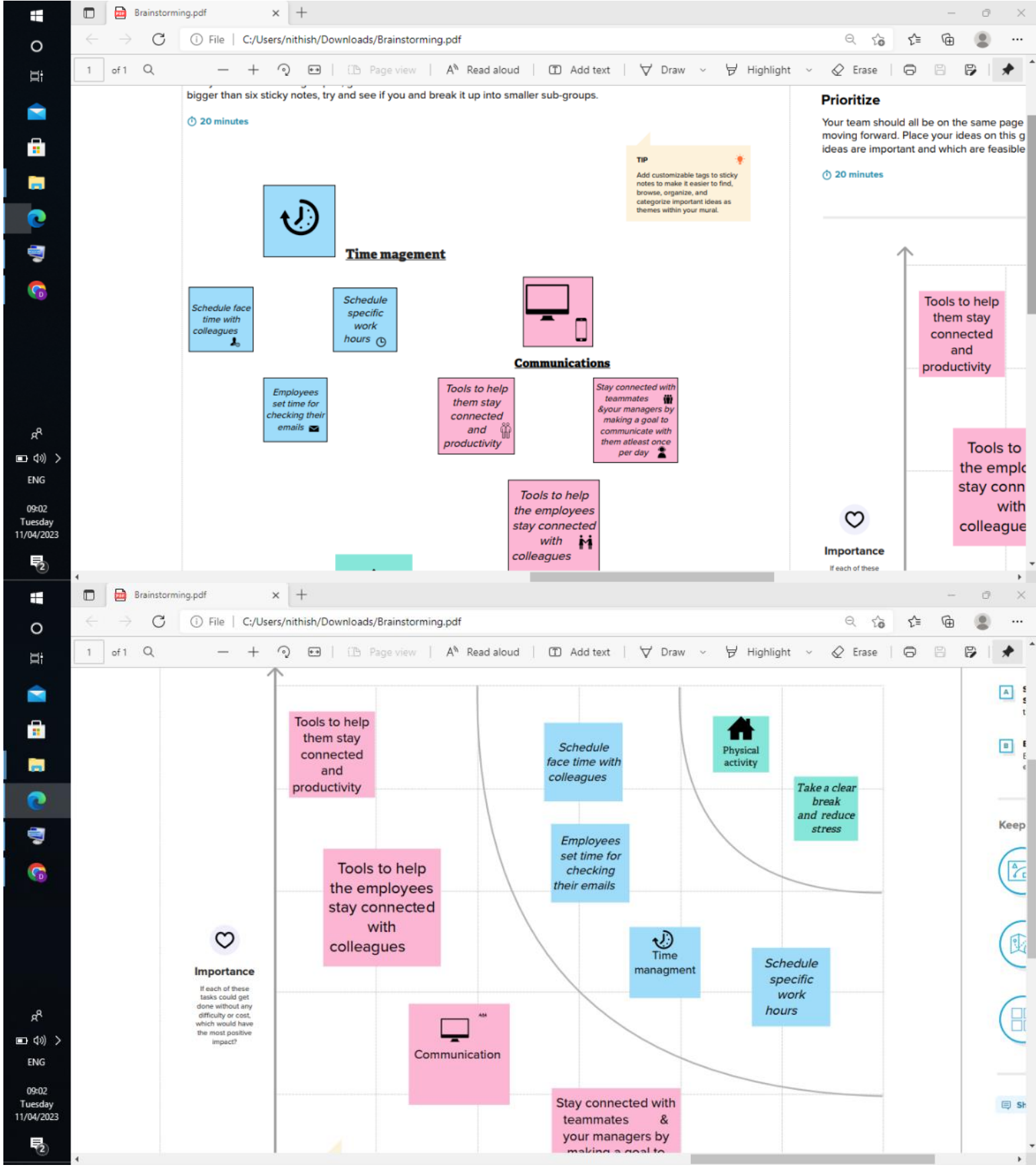
Take turns sharing your ideas while sticky notes have been grouped, > bigger than six sticky notes, try an

🕒 20 minutes

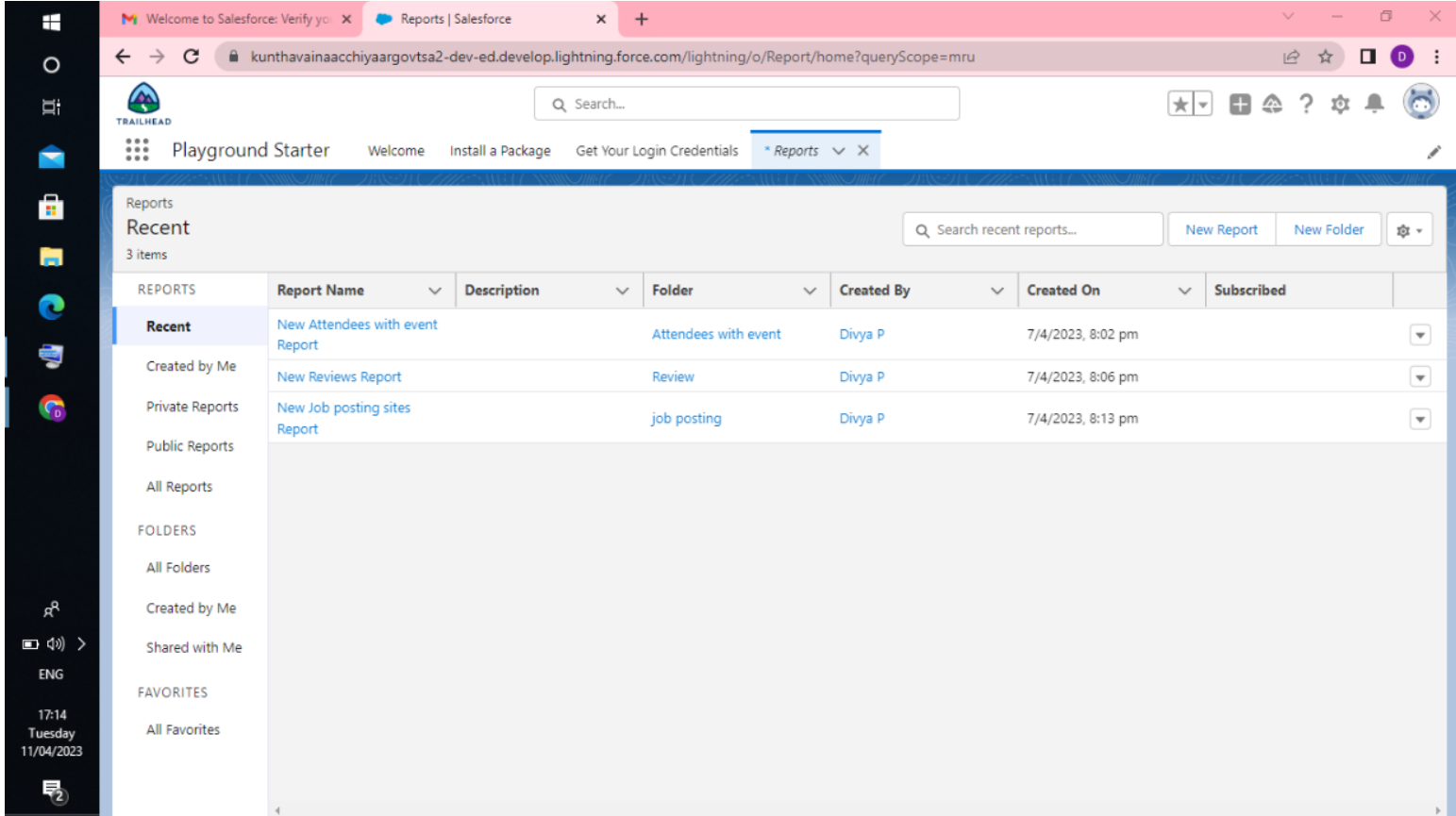


Schedule face time with colleagues

Employees set time for checking their emails



3 RESULT



4 ADVANTAGES & DISADVANTAGES

Advantages

- Reduce time to hire
- Strengthen employee engagement
- Create resentment among employees and managers
- Higher quality candidates
- Time tracking and attendance

Disadvantages

- Increases training costs of the new applicants
- Recruitment agencies have limited choices
- May lead to workspace hostility
- Recruitment may stagnate the company's culture

5 APPLICATIONS

- Recruiting and staffing employees
- Human resources compliance
- Organizational structure
- Employee training and development
- Human resource information and payroll
- Employee benefits and compensation

6 CONCLUSION

Thus we have installed playground starter and then we designed objects, tab, fields, junction object, page layout, validation rule, profile, user, permission set and finally report to make more efficient for the HR team to easily access the data by these custom objects and relationship.

Recruitment is necessary for any organization as it brings new employees with new ideas and challenges the existing workforce with an old mind-set. Recruitment has to make more robust as it provides jobs to millions of people and indirectly contributes to developing individuals and nations.

7 FUTURE SCOPE

- The future of recruiting will include automation, strategic planning, and better integration with company objectives.
- Human Resource Planning allows a business to better maintain and target the right kind of target to employee having right technical and soft skills to optimize their function within the company.
- The modern labour market and labour force are undergoing vast transformations including demographic changes developments in understanding and implementing artificial intelligence, automation, and digitization.
- The benefits increase hiring quality, time savings, and improvement at pre-and post-hire talent acquisition stages.
- Companies will learn to achieve goals without losing critical human connection. Companies fear using AI as part of screening and hiring process, making the company seem impersonal.

8 APPENDIX

A. SOURCE CODE



Recruiting_Assistant_for_HR_Managers.pdf

Windows Taskbar

System Tray

Browser Tabs

Address Bar

Page Header

Page Subheader

Left Sidebar

Reports Page Content

Trailhead

Search...

Navigation Links

Reports Dropdown

Reports Section Header

Search recent reports...

New Report

New Folder

Settings

REPORTS

Recent

3 items

	Report Name	Description	Folder	Created By	Created On	Subscribed
Recent	New Attendees with event Report		Attendees with event	Divya P	7/4/2023, 8:02 pm	
Created by Me	New Reviews Report		Review	Divya P	7/4/2023, 8:06 pm	
Private Reports	New Job posting sites Report		job posting	Divya P	7/4/2023, 8:13 pm	
Public Reports						
All Reports						
FOLDERS						
All Folders						
Created by Me						
Shared with Me						
FAVORITES						
All Favorites						

System Tray

System Clock