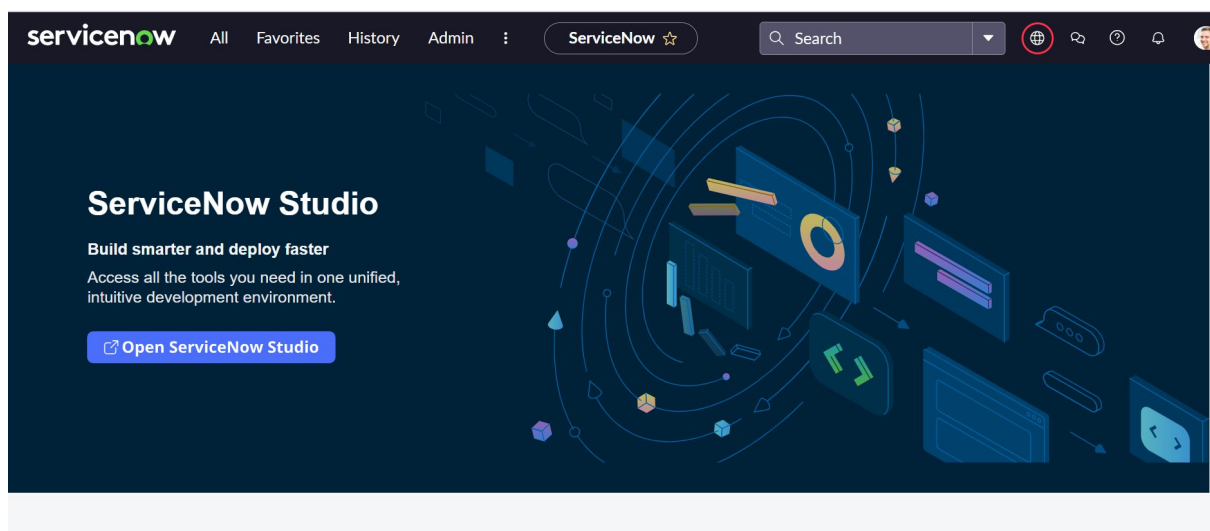


Project Title : Educational Organisation

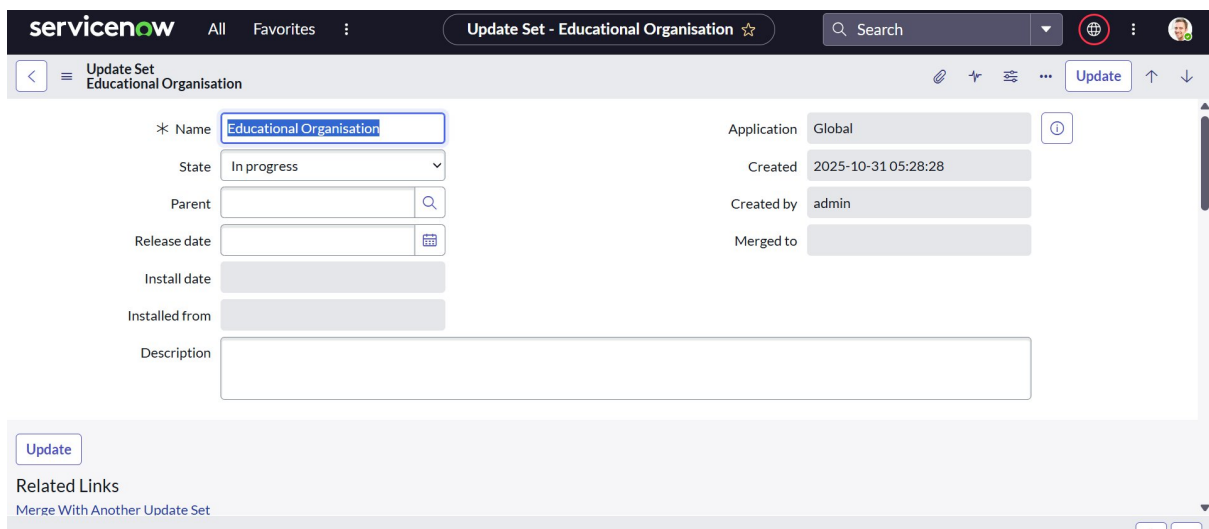
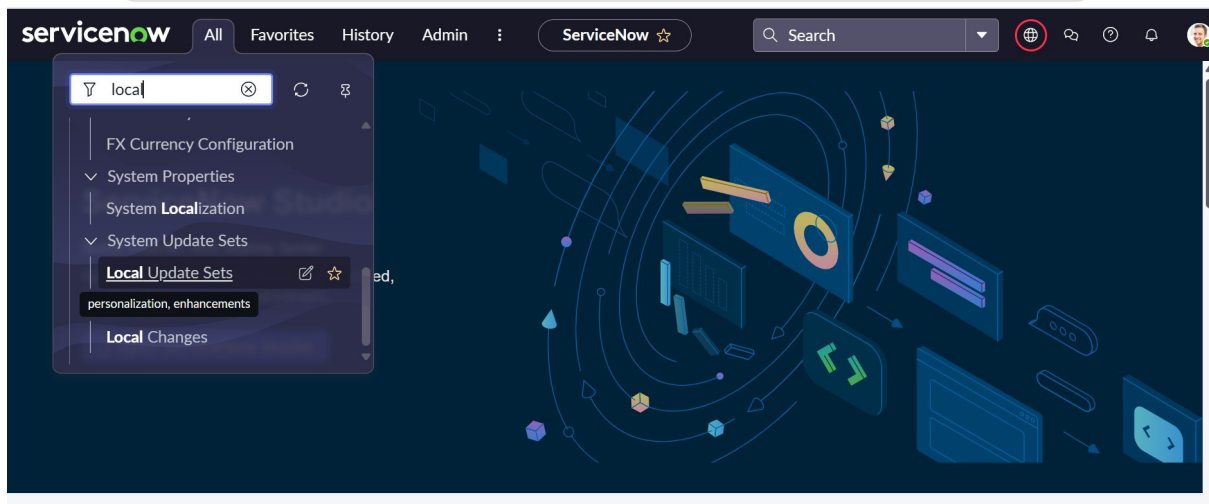
STEP 1:

1. Open service now.
2. And log in to the service now using your given ID and password
3. Once it's over
4. Then, open Naan Muthalvan home page in the browser
- 5 Here, log in and move to the guided project



Creating a Update Set

1. Click on All >> Local update sets .
2. Click on new
3. Enter the Details Name: Educational Organisation >> Click on Submit and make Current.



Creating a Table

Creating Salesforce Table.

1. All >> Tables.
2. Click on new
3. Enter the Label(Anything you want): Salesforce >> Click on Name it will Automatically generate Api name.
4. Create columns as given below, Double Click on Column label and Enter the Column labels and click on the tick mark >> Give Type as given .

5. For “Admin Number” Give Display as True and right click on the toggle bar on top >> save.
6. Click on controls >> Enable Extensible.
7. Click on “Admin Number” column, In Related Links Click on Advanced View >> Default View (Enable Use dynamic default) >> select Get Next Padded Number in Dynamic default value >> Update .
8. Click on “Grade” Column >> Click on Choices and give Label,Value and Sequence as given below.

The top screenshot shows the ServiceNow interface with the 'Tables' menu open. The 'Tables' option is selected under the 'System Definition' section. The background shows a list of tables with columns like 'State', 'Installed from', 'Created', 'Created by', 'Parent', and 'Batch Base'.

The bottom screenshot shows the 'Table - Salesforce' configuration page. The 'Columns' tab is active, displaying a list of columns. The columns are:

Column label	Type	Reference	Max length	Default value	Display
Sys ID	Sys ID (GUID)	(empty)	32		false
Grade	Choice	(empty)	40		false
Department	String	(empty)	40		false
Class	System Class Name	(empty)	80	javascript:current.getTableName();	false
Admin Number	String	(empty)	40	javascript:getNextObjNumberPadded();	true

At the bottom of the page, it says 'No templates are available. Create A New One?'.

Table Salesforce

Columns Controls Application Access

Extensible ☒

Live feed ☐

Use auto-numbering to define a sequential identifying code made up of a prefix, a base number and a padding value to ensure a consistent format

Auto-number ☐

Security Rules (ACLs) are required if anyone other than an administrator needs to work with this table. Creating default security rules will grant full access to this table to anyone with the user role you specify.

Create access controls ☒

* User role

Creating Admission Table

- Create an Admission Table with Columns given.
- Select Extends Table >> Salesforce and also Select Add module to menu >> Salesforce.

Table Admission

Delete Update Delete All Records

A table is a collection of records in the database. Each record corresponds to a row in a table, and each field on a record corresponds to a column on that table. Applications use tables and records to manage data and processes. [More Info](#)

* Label Application

* Name

Extends table

Columns Controls Application Access

Table Columns Column label Search

1 to 20 of 31 New

Column label	Type	Reference	Max length	Default value	Display
Updates	Integer	(empty)	40		false

No templates are available. [Create a New One?](#)

1. Create Fields as shown

servicenow Table - Admission

Search

Delete Update Delete All Records

Column label	Type	Reference	Max length	Default value	Display
Suggestion Name	String	(empty)	40		false
School Area	Choice	(empty)	40		false
School	Choice	(empty)	40		false
Purpose of join	Choice	(empty)	40		false
Pincode	Choice	(empty)	40		false
Mother Name	String	(empty)	80		false
Mother Cell	Integer	(empty)	40		false
Mother Cell	String	(empty)	40	javascript:global.getNextObjNumberPadded();	false
Mandal	Journal	(empty)	4,000		false
House No	String	(empty)	40		false
Grade	Choice	Salesforce	40		false
Fee	Integer	(empty)	40		false
Father Name	Name-Value Pairs	(empty)	4,000		false
Father Cell	Field Name	(empty)	80		false

No templates are available. [Create a New One?](#)

- Create choice for Purpose of Join as:

Dictionary Entry Purpose of Join

Related Links
[Show Table](#)
[Run Point Scan](#)
[Advanced view](#)

Access Controls **Choices (3)** Attributes Labels (1)

Label Search

Actions on selected rows... **New**

Choices	Label	Value	Language	Sequence	Inactive	Updated
<input type="checkbox"/>	Tution	Tution	en		false	2025-10-31 21:48:50
<input type="checkbox"/>	Teacher	Teacher	en		false	2025-10-31 21:49:18
<input checked="" type="checkbox"/>	Coaching	Coaching	en		false	2025-10-31 21:49:06
+ Insert a new row...						

1 to 3 of 3

1. Similarly create a choice for
 - Admin Status
 - School
 - School Area
 - Pincode

Creating Student Progress Table

- Create a Student Progress Table with Columns given.
- Select Add module to menu >> Salesforce.
- Create Fields as shown:

Table Studentprogress

Delete Update Delete All Records

A table is a collection of records in the database. Each record corresponds to a row in a table, and each field on a record corresponds to a column on that table. Applications use tables and records to manage data and processes. [More Info](#)

* Label Application Global ⓘ

* Name

Extends table ⓘ

Columns Controls Application Access

Table Columns Column label Search

1 to 20 of 26 **New**

Dictionary Entries	Column label	Type	Reference	Max length	Default value	Display
<input checked="" type="checkbox"/>	Updates	Integer	(empty)	40		false

No templates are available. [Create A New One?](#)

Field	Type	Reference	Length	Other
Total	Integer	(empty)	40	
Sys ID	Sys ID (GUID)	(empty)	32	false
Sys ID	Sys ID (GUID)	(empty)	32	false
Subject	String	(empty)	40	false
Student name	String	(empty)	40	false
social	String	(empty)	40	false
Science	String	(empty)	40	false
Result	String	(empty)	40	false
percentage	String	(empty)	40	false
Mother Name	String	(empty)	80	false
Mother Cell	Integer	(empty)	40	false
Mother Cell	String	(empty)	40	javascript:global.getNextObjNumberPadded(); false
Hindi	String	(empty)	40	false
Grade	Choice	Salesforce	40	false

Form Layout

Creating Form Design for Salesforce Table

1. All >> System Definition >> Tables .
2. In Label Search for Salesforce and open .
3. Right Click on top Toggle >> Configure >> Form Design.
4. In drop down select Salesforce(u_salesforce).
5. Drag and drop the fields to the left side as below and Save.

A table is a collection of records in the database. Each record corresponds to a row in a table, and each field on a record corresponds to a column on the table. To manage data and processes, [More Info](#)

* Label: Salesforce Application: Global

* Name: u_st_salesforce

Columns Controls Application Access

Table Columns Column label Search

Column label	Type	Reference	Max length	Display
Sys ID	Sys ID (GUID)	(empty)	32	false
Grade	Choice	(empty)	40	false

Form Design interface for Salesforce [u_salesforce]. The left sidebar lists fields: Department, Mother Cell, Subject, Updated, Updated by, and Updates. The main canvas shows a 2-column layout with fields: Admin Number, Admin Date, Grade, Student name, Father Name, Mother Name, Father Cell, and Mother Cell.

Creating Form Design for Admission Table

- Follow the same steps as Activity1, Configure the fields as below and Save.

Form Design interface for Admission [u_admission]. The left sidebar lists fields: Department, Mother Cell, Subject, Updated, Updated by, and Updates. The main canvas shows a 2-column layout with fields: Admin Number, Admin Date, Purpose of join, Student name, Fee, Father Name, Father Cell, Mother Name, Mother Cell(u_number), Admin Status, and Comments.

Creating Form Design for Student progress Table

- Follow the same steps as Activity1, Configure the fields as below and Save.

Studentprogress [u_studen] Default view Form Design

Fields Field Types

Filter

Fields

- Admin Date
- Class
- Created
- Created by
- Father Cell
- Father Name
- Mother Cell
- Mother Name
- Updated
- Updated by
- Updates

- Admin Number
- Grade
- Department
- Student name
- Subject
- Mother Cell(u_number)
- English
- Hindi
- Result
- percentage
- social
- Total
- Science

Creating Number Maintenance for Admin Number

- All >> Number Maintenance >> New

servicenow All Favorites History Tables Search

number main

Actions on selected rows... New

	Extends table	Extensible	Updated
	Search	Search	Search
	(empty)	true	2025-10-31 06:40:44
	(empty)	false	2025-10-30 07:52:25
	Application	false	2025-07-24 02:09:37
	(empty)	false	2025-07-24 02:01:32
	(empty)	false	2025-07-24 02:01:32
	(empty)	false	2025-07-24 02:01:32
	Load Balancer	false	2025-07-24 02:09:23
	(empty)	false	2025-07-24 02:56:53
	(empty)	false	2025-07-24 02:56:53
	Application File	false	2025-07-24 01:53:33

System Definition

Number Maintenance

Manage automation of sequential numbering of records in tables

- Fill the details >> Submit.

servicenow All Favorites Admin : Number - New Record ☆

Search

Number - New record

Submit

* Table Salesforce

Prefix SAL

* Number 1,000

Application Global

Number of digits 7

Submit

Related Links

[Show Counter](#)

Creating Process Flow for Admission Table

- All >> Process Flow>> New.
- Fill the Details as given Below
- Right Click on toggle and click on the save .
- Replace the Name and Label as below and click on Insert on stay.

servicenow All Favorites Admin : Number - New Record ☆

Search

Number - New Record

Submit

process flo

FAVORITES

No Results

ALL RESULTS

System UI

Process Flow

Submit

Related Links

[Show Counter](#)

- Replace the Name and Label in order and click on Insert on stay.

Joined >> Rejected >> Rejoined >> Closed >> Cancelled.

- Order should be New >> InProgress >> Joined >> Rejected >> Rejoined >> Closed >> Cancelled.

Client Script

Creating “Auto populate” Client Scripts for Admission Table

- All >> Client Scripts >> New.
- Fill the Details
 - `var a = g_form.getReference('u_admission_number');`
 - `g_form.setValue('u_admin_date',a.u_admin_date);`
 - `g_form.setValue('u_grade',a.u_grade);`
 - `g_form.setValue('u_student_name',a.u_student_name);`
 - `g_form.setValue('u_father_name',a.u_father_name);`

- `g_form.setValue('u_mother_name',a.u_mother_name);`
- `g_form.setValue('u_father_cell',a.u_father_cell);`
- `g_form.setValue('u_mother_cell',a.u_mother_cell);`
- `g_form.setDisabled('u_admin_date',a.u_admin_date);`
- `g_form.setDisabled('u_grade',a.u_grade);`
- `g_form.setDisabled('u_student_name',a.u_student_name);`
- `g_form.setDisabled('u_father_name',a.u_father_name);`
- `g_form.setDisabled('u_mother_name',a.u_mother_name);`
- `g_form.setDisabled('u_father_cell',a.u_father_cell);`
- `g_form.setDisabled('u_mother_cell',a.u_mother_cell);`

ServiceNow Client Script - New Record

Table: Admission [u_admission] Active ☒

UI Type: Mobile / Service Portal Inherited ☐

Type: onChange Global ☒

Field name: Admin Number

Description:

Messages:

Script:

```

26
27 g_form.setDisabled('u_grade',a.u_grade);
28
29 g_form.setDisabled('u_student_name',a.u_student_name);
30
31 g_form.setDisabled('u_father_name',a.u_father_name);
32
33 g_form.setDisabled('u_mother_name',a.u_mother_name);

```

Creating “Pincode Update” Client Scripts for Admission Table

- Fill the Details as given.
- Write the Code as below, Enable Isolate script and Save.


```

function onChange(control, oldValue, newValue, isLoading, isTemplate) {
    if (isLoading || newValue === '') {
        return;
    }
    var a = g_form.getValue('u_pincode');
    if(a == '509358')
    {
        g_form.setValue('u_mandal', 'kadthal');
        g_form.setValue('u_city', 'kadthal');
        g_form.setValue('u_district', 'RangaReddy');
    }
}

```

```

}
else if(a == '500081')
{
g_form.setValue('u_mandal', 'karmanghat');
g_form.setValue('u_city', 'karmanghat');
g_form.setValue('u_district', 'RangaReddy');

}

else if(a == '500079')
{
g_form.setValue('u_mandal', 'Abids');
g_form.setValue('u_city', 'AsifNagar');
g_form.setValue('u_district', 'Hyderabad');
}

//Type appropriate comment here, and begin script below

}

```

The screenshot shows the 'Client Script - New Record' form in ServiceNow. The form has a header with the ServiceNow logo and navigation links. Below the header, there is a blue banner with a warning message about client scripts running in strict mode. The form fields are organized into two columns. The left column contains: Name (Auto populate), Table (Admission [u_admission]), UI Type (Mobile / Service Portal), Type (onChange), Field name (Admin Number), Description (a large text area), and Messages (a section for adding messages). The right column contains: Application (Global), Active (checked), Inherited (unchecked), and Global (checked). There is a 'Submit' button at the bottom right.

Creating “Disable Fields” Client Scripts for Student progress Table

- Fill the Details as given.
- Write the Code as below, Enable Isolate script and Save.

```

function onLoad() {
//Type appropriate comment here, and begin script below
g_form.setDisabled('u_total',true);
g_form.setDisabled('u_percentage',true);
g_form.setDisabled('u_result',true);
}

```

Client Script
Disable Fields

This form has annotations - click ⓘ to toggle them - [click here](#) to never show this again

Name:

Table:

UI Type:

Type:

Application:

Active: ☒

Inherited: ☐

Global: ☒

Description:

Messages:

Script

```

1 function onLoad() {
2   //Type appropriate comment here, and begin script below
3   g_form.setDisabled('u_total',true);
4   g_form.setDisabled('u_percentage',true);
5   g_form.setDisabled('u_result',true);
6 }

```

Creating “Total Update” Client Scripts for Student progress Table

- Fill the Details as given.

servicenow All Favorites History Workspaces Admin Client Script - Total Up...

You are editing a record in the Global application (cancel)

Name:

Table:

UI Type:

Type:

Field name:

Application:

Active: ☒

Inherited: ☐

Global: ☒

Description:

Messages:

Script

```

1 function onChange(control, oldValue, newValue, isLoading, isTemplate) {
2   if (isLoading || newValue === '') {
3     return;
4   }
5
6   //Type appropriate comment here, and begin script below
7   if (newValue) {
8     var a = parseInt(g_form.getValue('u_telugu'));
9     var b = parseInt(g_form.getValue('u_hindi'));
10    var c = parseInt(g_form.getValue('u_english'));
11    var d = parseInt(g_form.getValue('u_maths'));
12    var e = parseInt(g_form.getValue('u_science'));
13    var f = parseInt(g_form.getValue('u_social'));
14    var Total = parseInt(a+b+c+d+e+f);
15    g_form.setValue('u_total', Total);
16  }
17 }

```

Isolate script ☒

- Write the Code as below, Enable Isolate script and Save.

```
function onChange(control, oldValue, newValue, isLoading, isTemplate) {
```

```
  if (isLoading || newValue === '') {
```

```
    return;
```

```
  }
```

```
  //Type appropriate comment here, and begin script below
```

```
  if (newValue){
```

```
    var a = parseInt(g_form.getValue('u_telugu'));
```

```
    var b = parseInt(g_form.getValue('u_hindi'));
```

```

var c = parseInt(g_form.getValue('u_english'));

var d = parseInt(g_form.getValue('u_maths'));

var e = parseInt(g_form.getValue('u_science'));

var f = parseInt(g_form.getValue('u_social'));

var Total = parseInt(a+b+c+d+e+f);

g_form.setValue('u_total', Total);

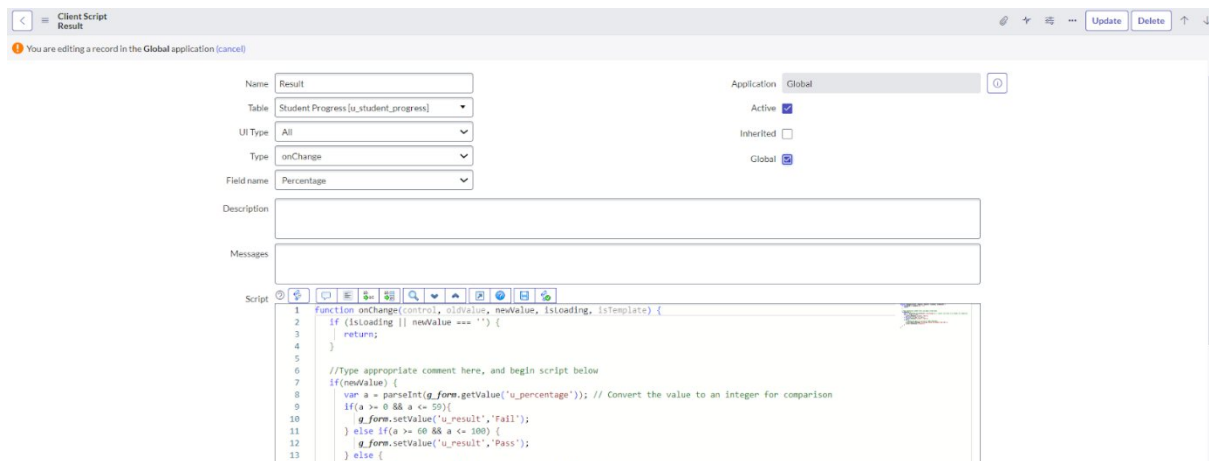
}

}

```

Creating “Result” Client Scripts for Student progress Table

- Fill the Details as given.



- Write the Code as below, Enable Isolate script and Save.

function onChange(control, oldValue, newValue, isLoading

isLoading, isTemplate) {

if (isLoading || newValue === '') {

return;

}

//Type appropriate comment here, and begin script below

if(newValue) {

var a = parseInt(g_form.getValue('u_percentage')); // Convert the value to an integer for comparison

```

if(a >= 0 && a <= 59){
    g_form.setValue('u_result','Fail');
} else if(a >= 60 && a <= 100) {
    g_form.setValue('u_result','Pass');
} else {
    // Handle the case if a is out of range (optional)
    g_form.addErrorMessage('Percentage should be between 0 and 100.');
```

```

    g_form.clearValue('u_result');
}
}
}

```

Creating “Percentage” Client Scripts for Student progress Table

- Fill the Details as given.

The screenshot shows the Salesforce Client Script editor interface. The script is named 'Percentage' and is associated with the 'Student Progress' table, specifically the 'u_student_progress' field. The script type is set to 'onChange' and the field name is 'Total'. The script is active and global. The description field is empty. The messages field is empty. The script code is as follows:

```

1 function onChange(control, oldValue, newValue, isLoading, isTemplate) {
2     if (isLoading || newValue === '') {
3         return;
4     }
5
6     //Type appropriate comment here, and begin script below
7     var Total = g_form.getValue('u_total');
8     var Percentage = (Total/600)*100;
9     g_form.setValue('u_percentage',Percentage+'%');
10 }

```

The 'Isolate script' checkbox is checked. The 'Update' and 'Delete' buttons are visible at the bottom.

- Write the Code as below, Enable Isolate script and Save.

```

function onChange(control, oldValue, newValue, isLoading,
isTemplate) {
    if (isLoading || newValue === '') {
        return;
    }

```



```
}
```

```
//Type appropriate comment here, and begin script below
```

```
var Total = g_form.getValue('u_total');
```

```
var Percentage = (Total/600)* 100;
```

```
g_form.setValue('u_percentage',Percentage+'%');
```

```
}
```

Result

servicenow All Favorites History : Salesforce - New Record ☆ Search

< ≡ Salesforce New record Submit

Admin Number 40

Admin Date 2025-11-14

Grade -- None --

Student name -- None --

Father Name Name Value

Mother Name

Father Cell

Mother Cell SF0001026

Submit

servicenow All Favorites History : Admission - New Record ☆ Search

< ≡ Admission[u_admission] New record Submit

In progress ✓ New ✓ In progress ✓ In progress ✓ In progress ✓ In progress ✓ In progress ✓ In progress ✓ In progress ✓ In progress ✓

Admin Number 40

Purpose of join Tuition

Student name xxx

Father Name Name Value

Mother Name

Comments

Admin Date -- None --

Grade Cancelled

Fee Closed

Joined Join in progress

Father Cell New

Mother Cell Rejected

Admin Status -- None --

servicenow

AllFavoritesHistory

Admission - New Record

Search

<

≡

Admission[u_admission]
New record

Submit

School Area

-- None --

-- None --

Near Bus Stand

Near Market

School

-- None --

Address

Pincode

-- None --

Mandal

House No

Area

City

District

Submit

servicenow

AllFavoritesHistory

Studentprogress - New Record

Search

<

≡

Studentprogress
New record

Admin Number

Grade

-- None --

Department

Student name

Subject

I

Mother Cell

SF0001028

English

Hindi

Result

percentage

<

≡

New Section
New record

Admission Number

Grade

-- None --

Student Name

Father Name

Mother Name

Father Cell

Mother Cell

Student Progress

Telugu

Hindi

English

Maths

Science

Social

Total

Percentage

Result

Submit

DONE BY, Team ID : NM2025TMID06044

Team Leader : Jeya Bharathi K

Team member : Joyslin A

Team member : Gopika J

Team member : Buddha yazhini M

THANK YOU!