

Phase 10: Final Presentation & Demo

1. Creating a New Leave Request

- A new Leave Request was created using the standard Salesforce UI.
- **Case 1:** Short leave request (1–2 days) → Status automatically set to **Approved** by the Flow.

This screenshot shows the Salesforce interface for a 'Leave Request' record named 'demo 1'. The page is divided into two main sections: 'Details' on the left and 'Activity' on the right. The 'Details' section is further divided into 'Related' and 'Details' tabs. Under the 'Details' tab, there are two expandable sections: 'employee info' and 'Leave details'. The 'employee info' section shows the employee name 'honey'. The 'Leave details' section shows the start date '10/17/2025', end date '10/18/2025', leave type 'Sick', and reason 'personal issue'. The 'Leave Request Name' is 'demo 1'. The owner is 'PRASANTH KOMALI'. The 'Activity' section on the right shows filters for 'All time', 'All activities', and 'All types'. It also has a section for 'Upcoming & Overdue' activities, which currently shows 'No activities to show'.

Search...

Service Home Chatter Accounts Contacts Cases Reports Dashboards Leave_Requests Employees

Leave Request demo 1

New Contact Edit New Opportunity

Related Details

employee info

Employee honey

Leave details

Start Date 10/17/2025

End Date 10/18/2025

Leave Type Sick

Reason personal issue

Leave Request Name demo 1

Owner PRASANTH KOMALI

Activity

Filters: All time • All activities • All types

Refresh Expand All View All

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.

This screenshot shows the same Salesforce interface for the 'Leave Request' record 'demo 1', but with the 'Approval status' section expanded. The 'Approval status' section shows the status 'Approved', created by 'PRASANTH KOMALI' on '10/18/2025, 4:43 AM', and last modified by 'PRASANTH KOMALI' on '10/18/2025, 4:43 AM'. The 'Activity' section on the right remains the same, showing 'No activities to show'.

Search...

Service Home Chatter Accounts Contacts Cases Reports Dashboards Leave_Requests Employees

Leave Request demo 1

New Contact Edit New Opportunity

Related Details

employee info

Employee honey

Leave details

Start Date 10/17/2025

End Date 10/18/2025

Leave Type Sick

Reason personal issue

Leave Request Name demo 1

Owner PRASANTH KOMALI

Approval status

Status Approved

Created By PRASANTH KOMALI, 10/18/2025, 4:43 AM

Last Modified By PRASANTH KOMALI, 10/18/2025, 4:43 AM

Activity

Filters: All time • All activities • All types

Refresh Expand All View All

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.

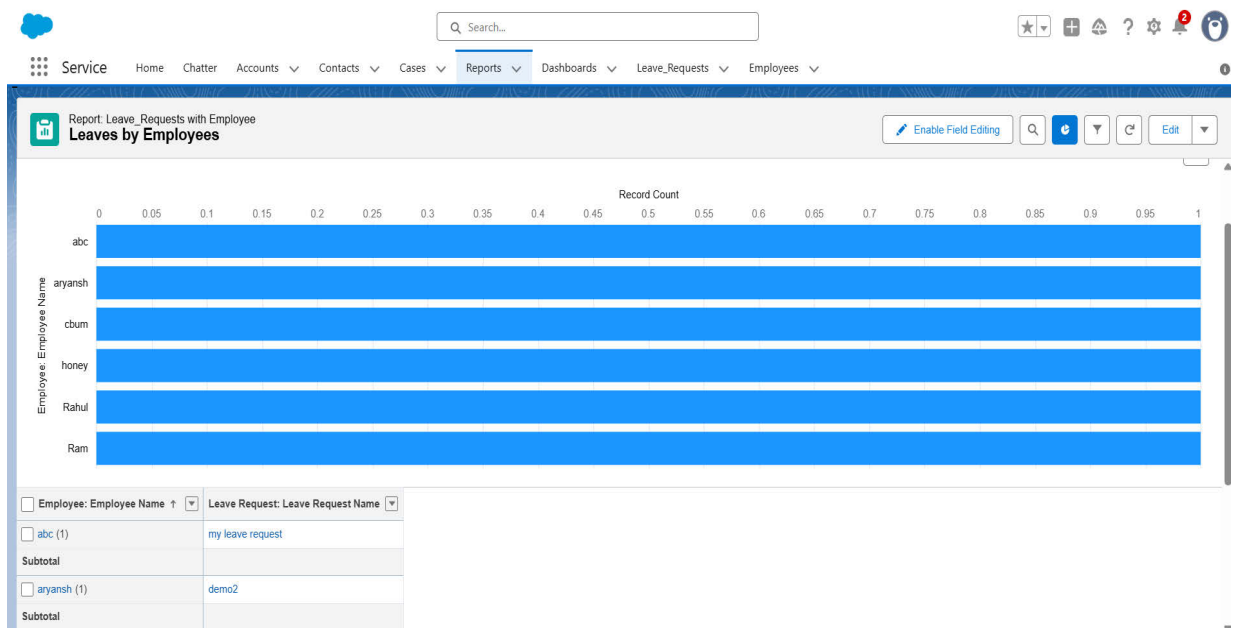
- **Case 2: Long leave request (>2 days) → Status set to **New**, requiring Manager approval.**

The screenshot shows a Salesforce 'Leave Request' record for 'demo2'. The record is in the 'New' status and is owned by 'PRASANTH KOMALI'. The 'Leave details' section shows a start date of 10/10/2025, an end date of 10/15/2025, a leave type of 'Casual', and a reason of 'xyz'. The 'Approval status' section shows the status as 'New', created by 'PRASANTH KOMALI' on 10/18/2025 at 4:45 AM, and last modified by 'PRASANTH KOMALI' on 10/18/2025 at 4:45 AM. The right sidebar shows filters for 'All time', 'All activities', and 'All types', and a section for 'Upcoming & Overdue' activities.

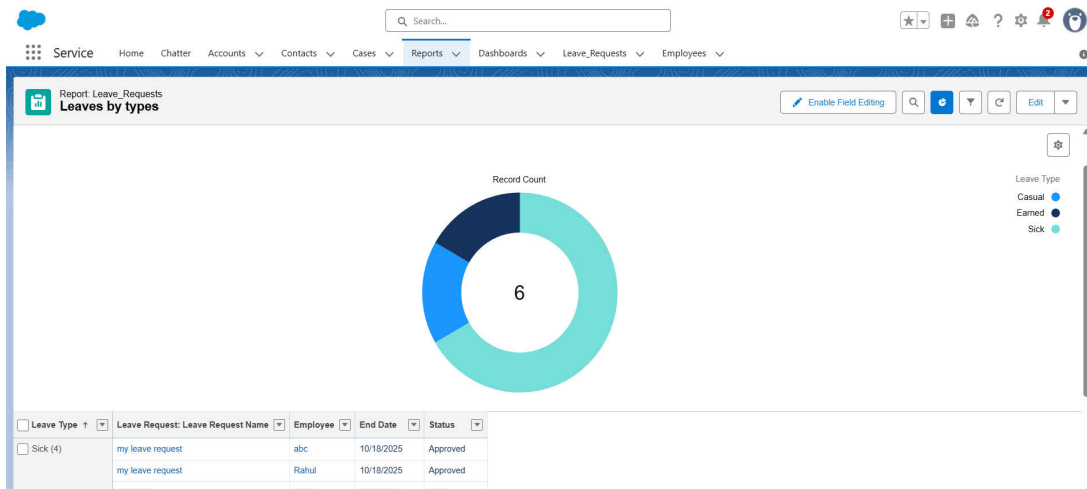
2. Reports

Two reports were built to analyze leave data:

- **Leaves by Employee (Bar Chart):** Shows the number of leave requests submitted by each employee.

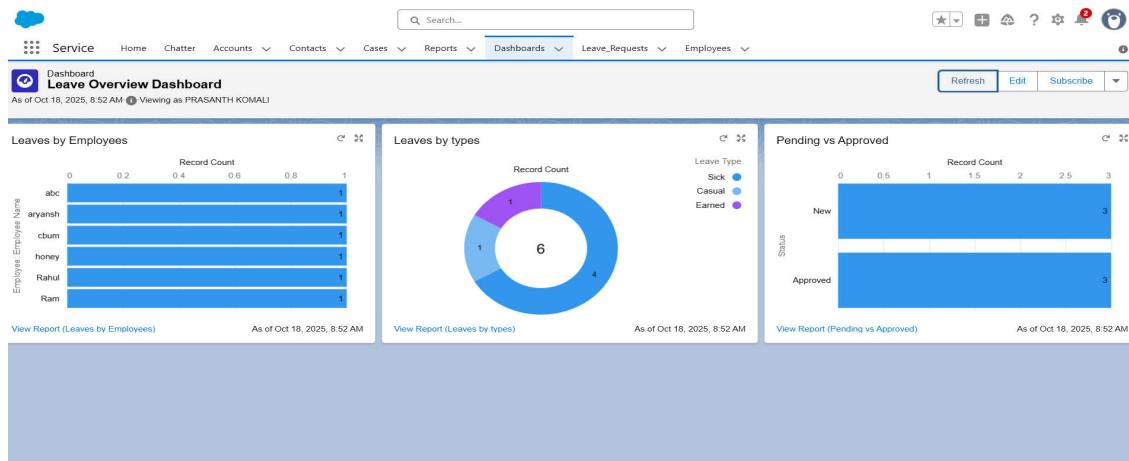


- **Leaves by Type (Pie Chart):** Shows the distribution of different leave types (e.g., Sick Leave, Casual Leave).



3. Dashboard

A dashboard named **Leave Overview Dashboard** was created, combining the reports:



4. Conclusion

- The Leave Management System enables **easy leave request submission**.
- **Automation:** Short leaves get auto-approved.
- **Visibility:** Reports and dashboards provide managers/HR with quick insights.
- **Scalability:** Can be extended with approval workflows, integrations, and custom UI.