

BUILD AN EMPLOYEE TRAVEL APPROVAL APPLICATION FOR CORPATE

1 . INTRODUCTION

1.1 Overview

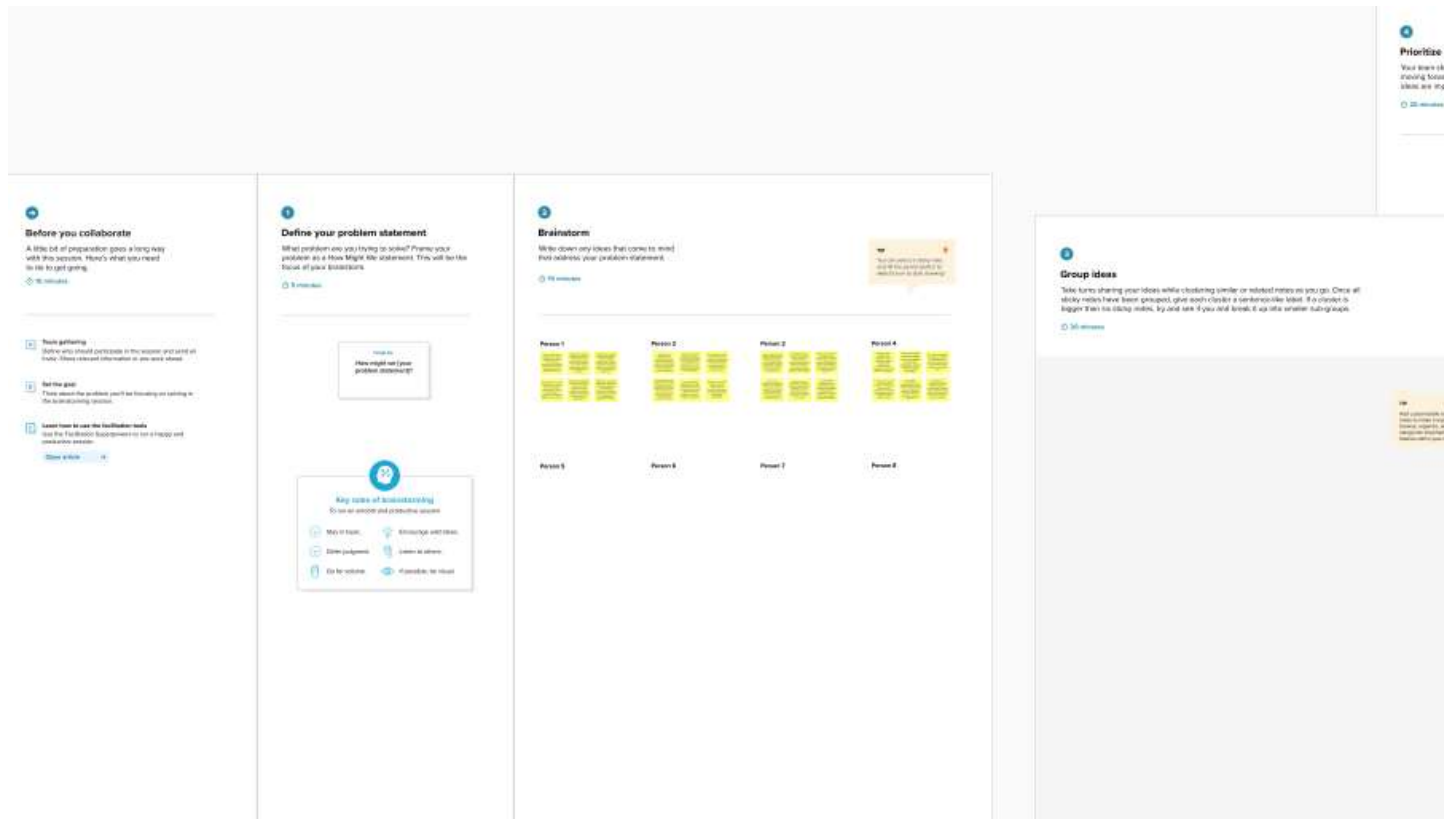
An employee travel approval application for corporations should simplify the travel request process for employees and provide managers with the tools they need to manage travel expenses effectively

1.2 Purpose

The purpose of an employee travel approval application for corporates is to automate and streamline the travel request and approval process, ensuring that employees have the resources they need to travel efficiently and that managers have the tools they need to manage travel expenses effectively.

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2.2 Ideation & Brainstroming Map



Before you collaborate

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

- Focus gathering**
Invite who should participate in the session and send an invite. Have relevant information to get ready.
- Set the goal**
What exactly are you trying to solve? Be clear on what you're looking for in the brainstorming session.
- Send them to use the facilitation tools**
Use the Facilitator tool to send a trigger and invitation to start.
- Close a circle**

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.

2 Brainstorm

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

3 Group ideas

Take turns sharing your ideas while choosing similar or related notes as you go. Once all sticky notes have been grouped, give each cluster a customer-like label. If a cluster is bigger than 10 sticky notes, try and see if you can break it up into smaller subgroups.

4 Prioritize

Your team is sharing ideas. What are the most important?

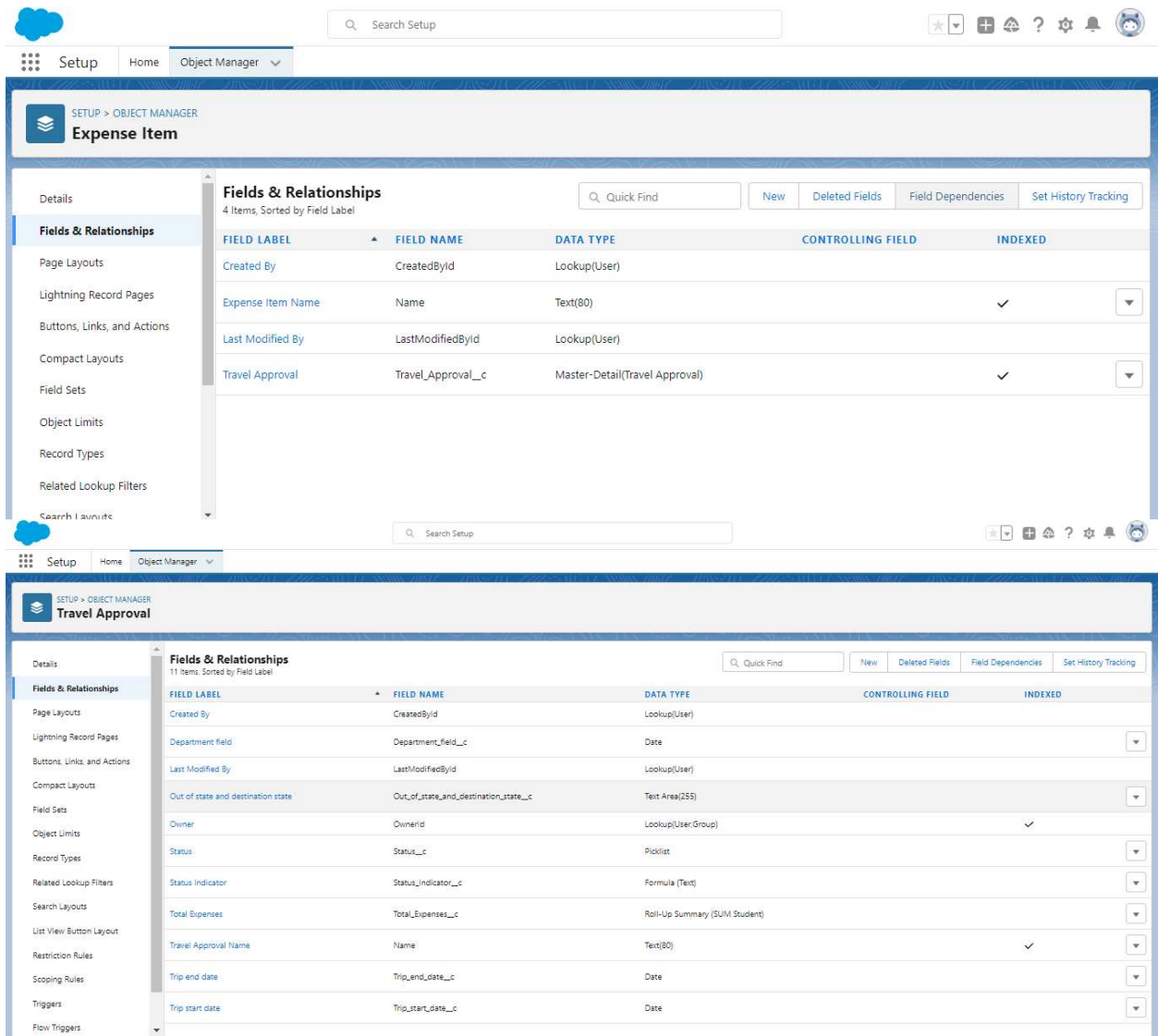
3. RESULT

3.1Data Model

Object Name	Fields in the Object	
Travel Approval		
	Field label	Data Type
	Department field	Date
	Status	Pick list
	Status Indicator	Formula (text)
	Travel approval name	Text (80)
	Trip Start Date	Date
	Trip End Date	Date

Department	<table><tr><th data-bbox="837 331 1114 438">Field label</th><th data-bbox="1114 331 1370 438">Data Type</th></tr><tr><td data-bbox="837 438 1114 596">Department name</td><td data-bbox="1114 438 1370 596">Text(80)</td></tr><tr><td data-bbox="837 596 1114 737">Owner</td><td data-bbox="1114 596 1370 737">Lookup (user , group)</td></tr></table>	Field label	Data Type	Department name	Text(80)	Owner	Lookup (user , group)
Field label	Data Type						
Department name	Text(80)						
Owner	Lookup (user , group)						
Expense Item	<table><tr><th data-bbox="842 768 1117 863">Field label</th><th data-bbox="1117 768 1398 863">Data type</th></tr><tr><td data-bbox="842 863 1117 1020">Expense item name</td><td data-bbox="1117 863 1398 1020">Text (80)</td></tr><tr><td data-bbox="842 1020 1117 1131">Travel approval</td><td data-bbox="1117 1020 1398 1131">Master-Detail (travel approval)</td></tr></table>	Field label	Data type	Expense item name	Text (80)	Travel approval	Master-Detail (travel approval)
Field label	Data type						
Expense item name	Text (80)						
Travel approval	Master-Detail (travel approval)						

3.2 Activity & Screenshot



The screenshot displays the Salesforce Setup interface, specifically the 'Object Manager' section. The top navigation bar includes 'Setup', 'Home', and 'Object Manager'. The main content area is divided into two sections: 'Expense Item' and 'Travel Approval'.

Expense Item Section:

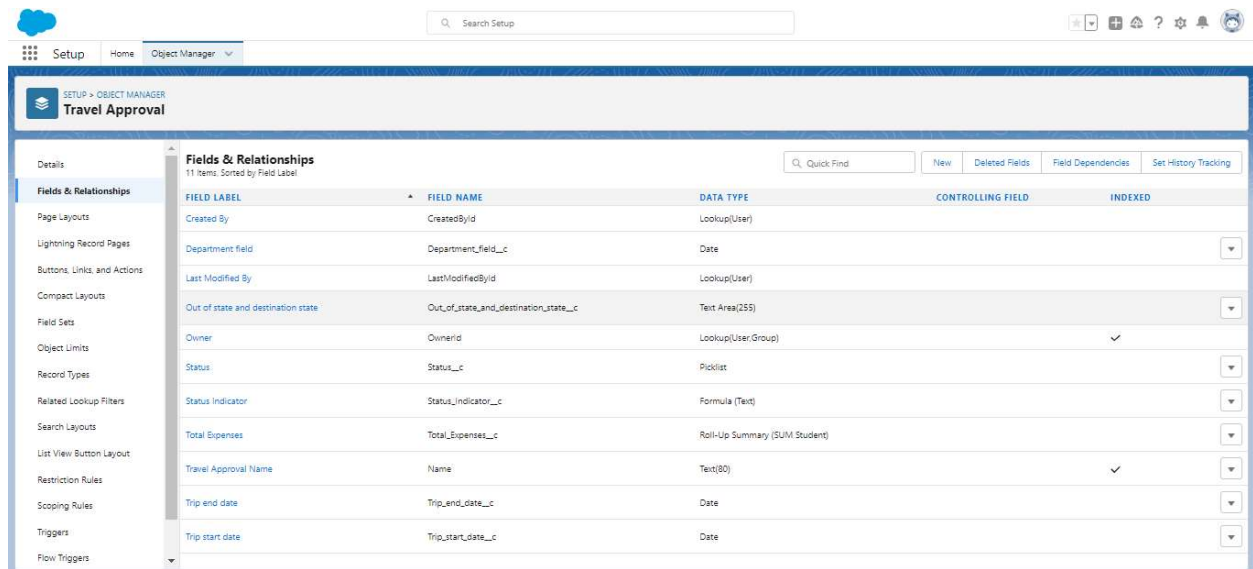
- Fields & Relationships:** 4 Items, Sorted by Field Label.

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Created By	CreatedById	Lookup(User)		
Expense Item Name	Name	Text(80)		✓
Last Modified By	LastModifiedById	Lookup(User)		
Travel Approval	Travel_Approval__c	Master-Detail(Travel Approval)		✓

Travel Approval Section:

- Fields & Relationships:** 11 Items, Sorted by Field Label.

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Created By	CreatedById	Lookup(User)		
Department field	Department_field__c	Date		
Last Modified By	LastModifiedById	Lookup(User)		
Out of state and destination state	Out_of_state_and_destination_state__c	Text Area(255)		
Owner	OwnerId	Lookup(User/Group)		✓
Status	Status__c	Picklist		
Status Indicator	Status_indicator__c	Formula (Text)		
Total Expenses	Total_Expenses__c	Roll-Up Summary (SUM Student)		
Travel Approval Name	Name	Text(80)		✓
Trip end date	Trip_end_date__c	Date		
Trip start date	Trip_start_date__c	Date		



The screenshot shows the Salesforce Setup interface for the 'Travel Approval' object. The 'Fields & Relationships' section is active, displaying a list of 11 fields. The fields are sorted by Field Label. The table includes columns for Field Label, Field Name, Data Type, Controlling Field, and Indexed. The fields listed are: Created By, Department field, Last Modified By, Out of state and destination state, Owner, Status, Status Indicator, Total Expenses, Travel Approval Name, Trip end date, and Trip start date.

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Created By	CreatedById	Lookup(User)		
Department field	Department_field__c	Date		
Last Modified By	LastModifiedById	Lookup(User)		
Out of state and destination state	Out_of_state_and_destination_state__c	Text Area(255)		
Owner	OwnerId	Lookup(User:Group)		✓
Status	Status__c	Picklist		
Status Indicator	Status_Indicator__c	Formula (Text)		
Total Expenses	Total_Expenses__c	Roll-Up Summary (SUM Student)		
Travel Approval Name	Name	Text(80)		✓
Trip end date	Trip_end_date__c	Date		
Trip start date	Trip_start_date__c	Date		

4. Trailhead Profile Public URL

V.Ramkumar V - <https://trailblazer.me/id/vvramkumar>

Elankathiravan S - <https://trailblazer.me/id/elans11>

LOGESHWARAN S - <https://trailblazer.me/id/loges113>

Naveen S - <https://trailblazer.me/id/navem30>

5 . ADVANTAGE

- * User authentication
- * Trip request form
- * Automated approval process
- * Travel policy compliance
- * Travel itinerary
- * Expense management

DISADVANTAGE

- * Technical Issues
- * Lack of Flexibility
- * Privacy Concerns
- * Dependency on Technology
- * Resistance to Change
- * Learning Curve

6 . APPLICATIONS

1. **Employee profile management:** Employees can create and manage their profiles, including personal information, passport details, and travel preferences.
2. **Travel request submission:** Employees can submit travel requests that include trip details such as destination, dates, and purpose.
3. **Travel approval workflow:** Managers can approve or reject travel requests based on their availability and budget.

7.CONCLUSION

Integrate the back-end and front-end of the application so that they work together seamlessly.

Test the application to ensure that it works as intended and is free of bugs or errors.

Deploy the application to a production environment and make it available to employees.

8. FUTURE SCOPE

Once you have a clear idea of what the application should do, you can begin designing the user interface. This will involve creating wireframes or mockups of the various screens and forms that users will interact with.

Once the application is developed, it's important to test it thoroughly to ensure that it works as expected and that there are no bugs or issues. This may involve both manual testing (where testers manually interact with the application) and automated testing (where tests are run automatically using specialized software).

Monitor and maintain the application: After deployment, it's important to monitor the application and address any issues that arise. You may also need to update the application periodically to address new requirements or to fix bugs

Deploy the application: Once the application has been tested and verified, it can be deployed to a production environment where it can be used by employees and managers.