

Project Template

1.INTRODUCTION

1.1. Overview

The project is about Recruiting assistant for HR Manager for developing the Management . Recruitment Assistant Responsibilities include Scheduling calls and interviews, maintaining candidate database and handling paperwork . Ultimately you'll help us to hire efficiently and keep our hiring process running.

Recruitment Managers will work closely with our recruiters to manage sourcing , interviewing and employment processing .Recruitment is the overall process of identifying, sourcing, screening,shortlisting,and interviewing candidates for jobs within an organization.

1.2.Purpose

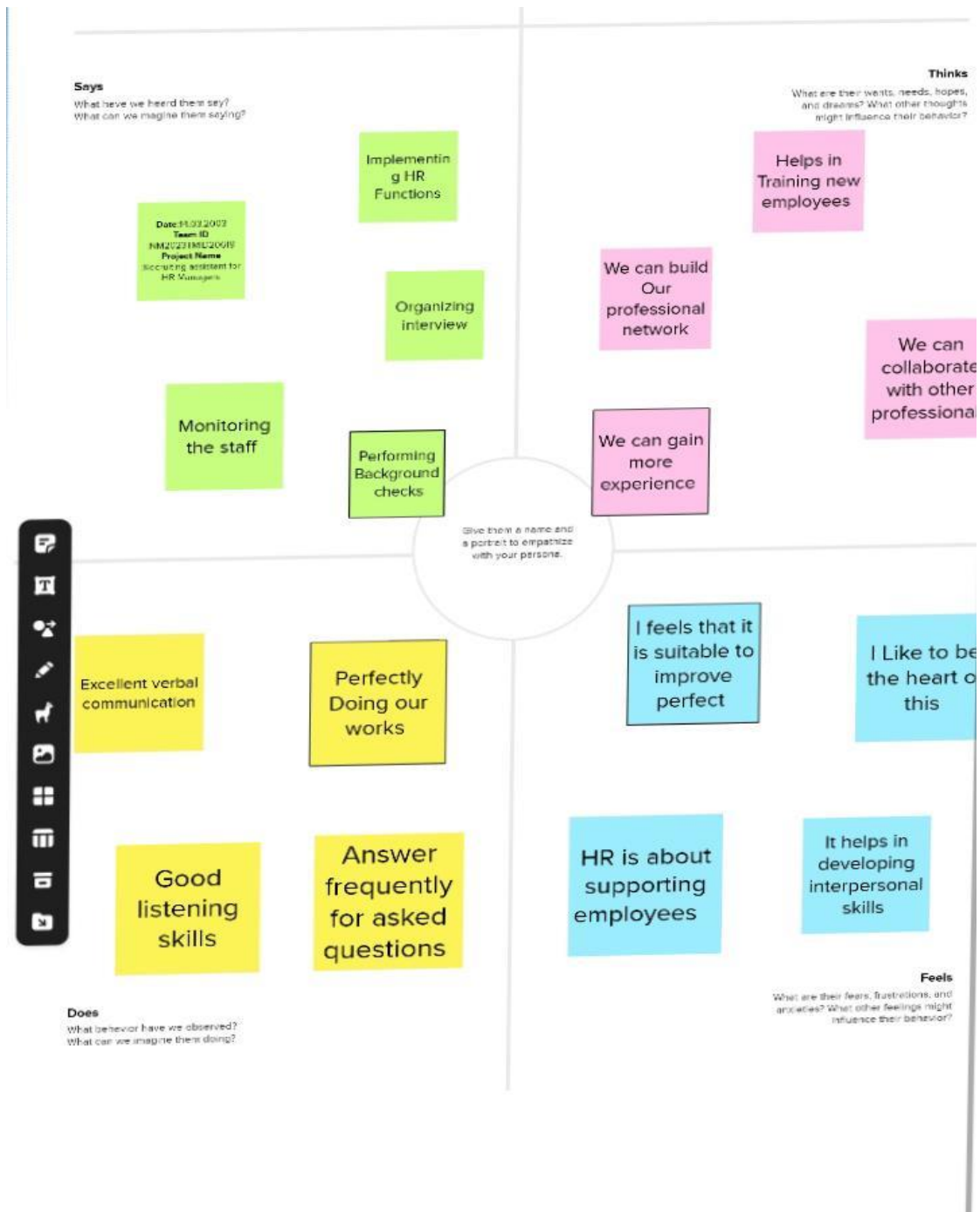
The use of this project. What can be achieved using this.

A Human Resource Assistant is a professional who is responsible for the daily administrative and HR duties of an organization.They assist with recruitment and record maintainance for payroll processing as well as provide clerical support to all employees.

2. Problem Definition & Design Thinking

2.1 Empathy Map

2.2 Ideation and Brainstorming Map





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shap even if you're
tting in the same room.

minutes
ar to c
people



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 invites. Share relevant information or pre-work ahead.

B

Set the goal

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

C

Learn how to use the facilitation tools

Use the Facilitation Superpowers to run a happy and productive session.

[Open article](#) →



RMR





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[Open article](#) →



RMR



2

Brainstorm

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

⌚ 10 minutes

TIP

You can select a sticky note and hit the pencil (switch to sketch) icon to start drawing!

Person 1

Proactively facilitating the architecture	Manager responsible for planning	

Person 2

Have strong relationships with all	Monitor an organizational structure that allows for connectivity	

Person 3

Proven way to solve the problem	Building time to find the right staff	

Person 4

To create a new product or service	Recognize when to apply the right resources	

Person 5

It helps break others for planning	It provides a framework for planning	

Person 6

Good communication skills		

Person 7

Person 8



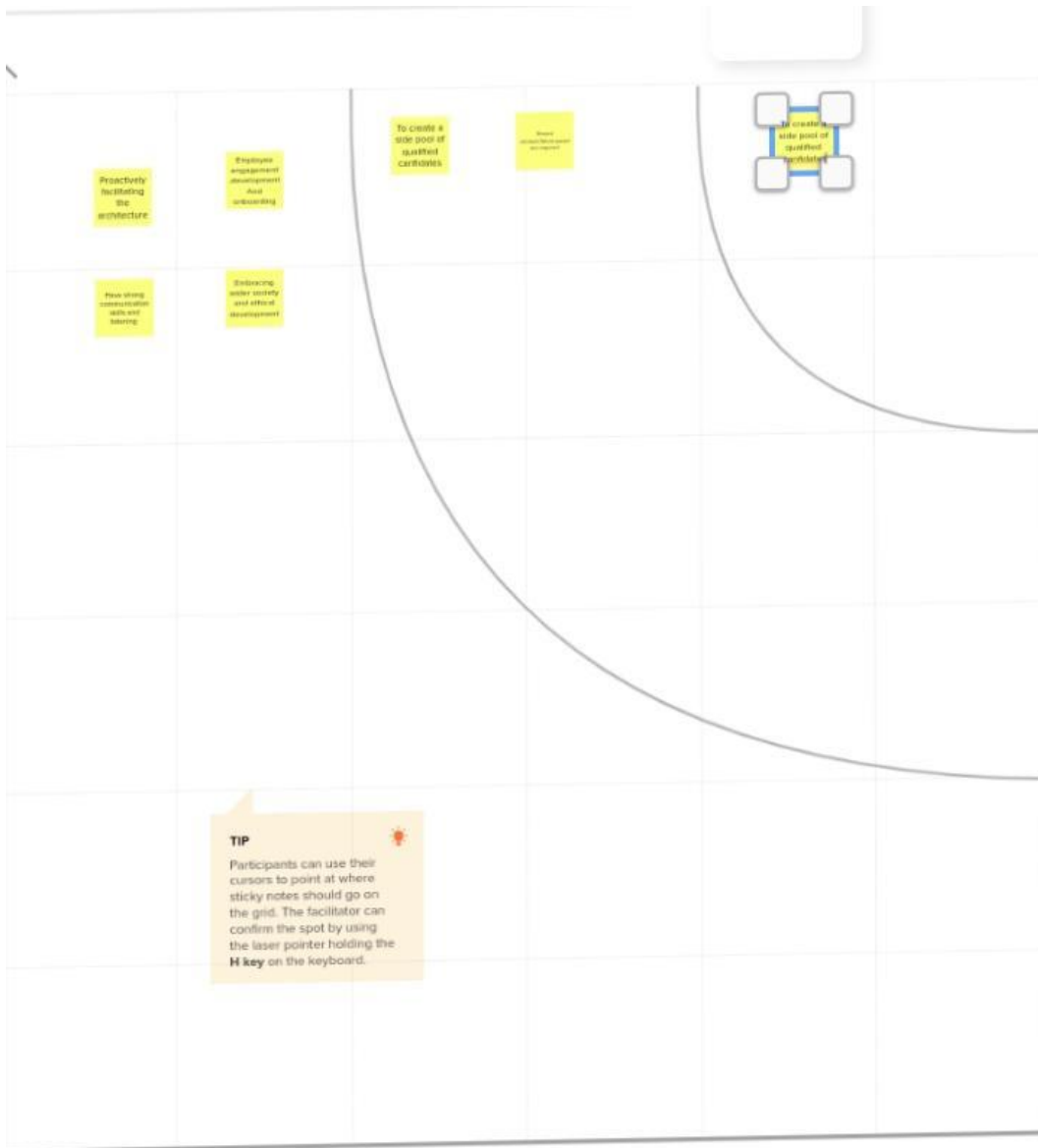
3

Group ideas

Take turns sharing your ideas while clustering similar or related notes. Once sticky notes have been grouped, give each cluster a sentence-like label. If a cluster is bigger than six sticky notes, try and see if you can break it up into smaller groups.

🕒 20 minutes





3. RESULT

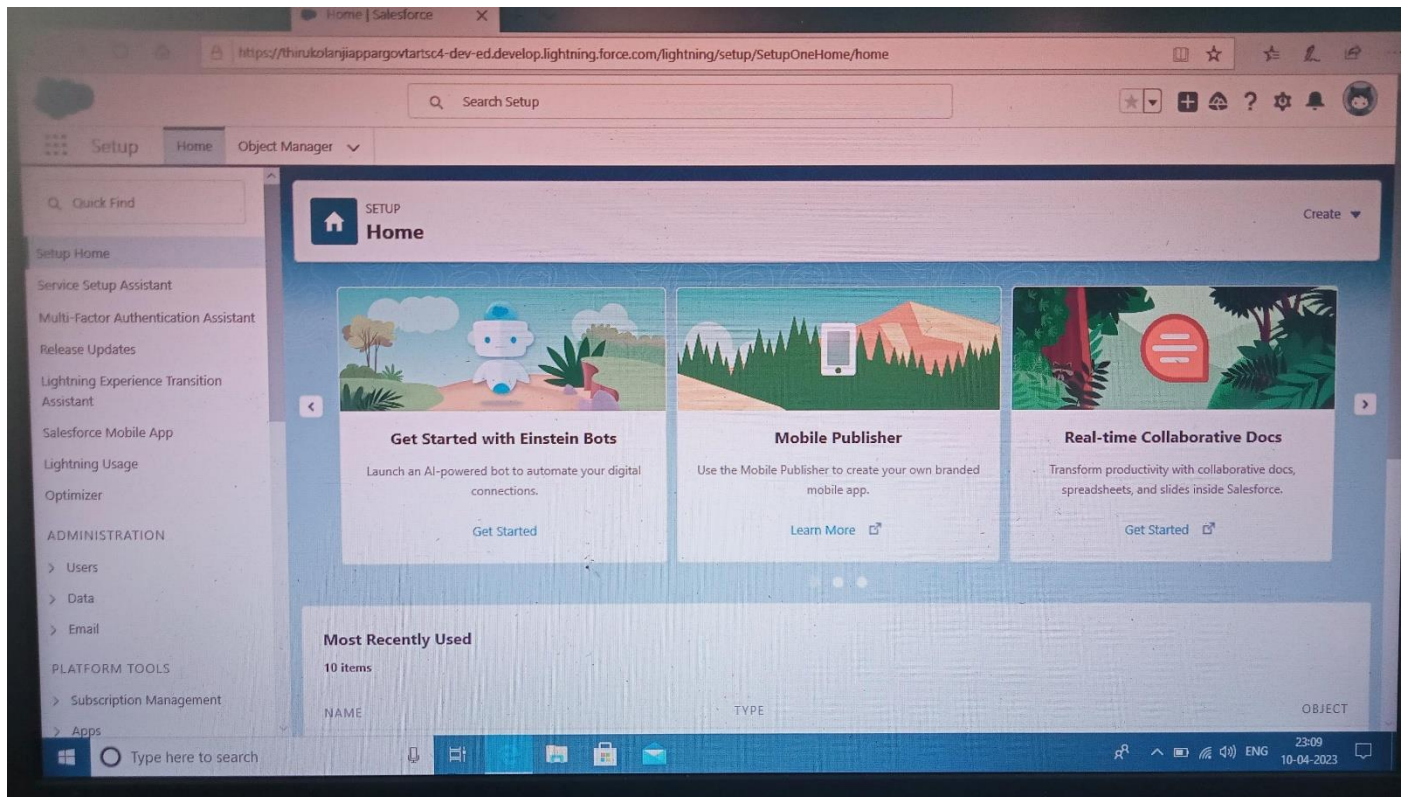
3.1. Data Model

Object name	Fields in the Object	
obj1	Field label	Data type
	Job Posting Site URL	URL
	Status	URL
obj2	Field label	Data type
	Technical Site	URL
	Description	URL


3.1 Activity & Screenshot

Attach the screenshots of your project activity along with the description.

MILESTONE – 1 :



MILESTONE – 2 :


 **SETUP**
Installed Packages

On AppExchange you can browse, test drive, download, and install pre-built apps and components right into your salesforce.com environment. [Learn More about Installing Packages.](#)


Apps and components are installed in packages. Any custom apps, tabs, and custom objects are initially marked as "In Development" and are not deployed to your users. This allows you to test and customize before deploying. You can deploy the components individually using the other features in setup or as a group by clicking Deploy.

Depending on the links next to an installed package, you can take different actions from this page.

To remove a package, click Uninstall. To manage your package licenses, click Manage Licenses.


[Visit AppExchange](#)

Installed Packages

Action	Package Name	Publisher	Version Number	Namespace Prefix	Install Date	Limits	Apps	Tabs	Objects	AppExchange Read
Uninstall	Recruiting App Package	AW Computing	1.0		31/03/2023, 1:37 pm	✓	1	4	4	Not Applicable
Uninstall 	Salesforce Connected Apps	Salesforce.com	1.7	sf_com_apps	31/03/2023, 1:24 pm	✓	0	0	0	Not Passed

Description
This package contains Connected Applications for all the officially supported Salesforce client applications such as Touch, Salesforce for Outlook, Sa...

MILESTONE – 3 :

Standard Fields (4) | Custom Fields & Relationships (4) | Validation Rules (0) | Page Layouts (1) | Field Sets (0) | Compact Layouts (1) | Search Layouts (6) | Buttons, Links, and Actions (0) | Record Types (0) | Apex Sharing Reasons (0) | Apex Sharing Recalculation (0) | Object Limits (11)

Custom Object Definition

EditDelete

Detail

Singular Label

Job Posting Site

Description

Plural Label

Job Posting Sites

Enable Reports

✓

Object Name

Job_Posting_Site

Track Activities

☐

API Name

Job_Posting_Site__c

Allow in Chatter Groups

☐

Allow Sharing

✓

Allow Bulk API Access

✓

Allow Streaming API Access

✓

Track Field History

✓

Enable Licensing

☐

Deployment Status

Deployed

Allow Search

✓

Help Settings

Standard salesforce.com Help Window

Created By

Selvi L. Nithya, 23/03/2023, 1:15 pm

Modified By

Selvi L. Nithya, 23/03/2023, 1:15 pm

Standard Fields

Standard Fields Help ?

Action	Field Label	Field Name	Data Type	Controlling Field	Indexed	Track History
	Created By	CreatedBy	Lookup(User)			<input type="checkbox"/>
	Last Modified By	LastModifiedBy	Lookup(User)			<input type="checkbox"/>
Edit	Owner	Owner	Lookup(User,Group)		✓	<input type="checkbox"/>
Edit	Site Name	Name	Text(80)		✓	<input type="checkbox"/>

Custom Fields & Relationships

NewField DependenciesSet History TrackingCustom Fields & Relationships Help ?

Action	Field Label	API Name	Data Type	Indexed	Controlling Field	Modified By	Track History
Edit Del	Description	Description__c	URL(255)			Selvi L. Nithya, 27/03/2023, 11:53 am	<input type="checkbox"/>
Edit Del	Job Posting Site URL	Job_Posting_Site_URL__c	URL(255)			Selvi L. Nithya, 26/03/2023, 1:20 pm	<input type="checkbox"/>
Edit Del	Status	Status__c	URL(255)			Selvi L. Nithya, 27/03/2023, 11:51 am	<input type="checkbox"/>
Edit Del	Technical site	Technical_site__c	URL(255)			Selvi L. Nithya, 27/03/2023, 11:52 am	<input type="checkbox"/>

Related Lookup Filters

No related lookup filters defined.

Validation Rules

NewValidation Rules Help ?

No validation rules defined.

Triggers

NewTriggers Help ?

No triggers defined

Page Layouts

NewPage Layout AssignmentPage Layouts Help ?

Action	Page Layout Name	Created By	Modified By
Edit Del	Job Posting Site Layout	Selvi L. Nithya, 23/03/2023, 1:15 pm	Selvi L. Nithya, 27/03/2023, 12:11 pm

Field Sets

NewField Sets Help ?

No field sets defined.

Compact Layouts

NewCompact Layout AssignmentCompact Layouts Help ?

Action	Label	API Name	Primary	Modified By
	System Default	SYSTEM	✓	

Activity – 2:

review

[Standard Fields](#) | [Custom Fields & Relationships](#) | [Validation Rules](#) | [Page Layouts](#) | [Field Sets](#) | [Compact Layouts](#) | [Search Layouts](#) | [Buttons, Links, and Actions](#) | [Record Types](#) | [Apex Sharing Reasons](#) | [Apex Sharing Recalculation](#) | [Object Limits](#)

Custom Object Definition

Edit **Delete**

Detail

Singular Label	Review	Description	
Plural Label	Reviews	Enable Reports	✓
Object Name	Review	Track Activities	<input type="checkbox"/>
API Name	Review__c	Allow in Chatter Groups	<input type="checkbox"/>
		Allow Sharing	✓
		Allow Bulk API Access	✓
		Allow Streaming API Access	✓
		Track Field History	✓
		Enable Licensing	<input type="checkbox"/>
		Deployment Status	Deployed
		Allow Search	✓
		Help Settings	Standard salesforce.com Help Window
Created By	Selvi L. Nithya, 23/03/2023, 1:25 pm	Modified By	Selvi L. Nithya, 23/03/2023, 1:25 pm

Standard Fields

[Standard Fields Help](#)

Action	Field Label	Field Name	Data Type	Controlling Field	Indexed	Track History
	Created By	CreatedBy	Lookup(User)			<input type="checkbox"/>
	Last Modified By	LastModifiedBy	Lookup(User)			<input type="checkbox"/>
Edit	Owner	Owner	Lookup(User,Group)		✓	<input type="checkbox"/>
Edit	Review Number	Name	Auto Number		✓	<input type="checkbox"/>

Custom Fields & Relationships

[New](#) [Field Dependencies](#) [Set History Tracking](#) [Custom Fields & Relationships Help](#)

No custom fields defined.

Related Lookup Filters

No related lookup filters defined.

Validation Rules

[New](#) [Validation Rules Help](#)

No validation rules defined.

Triggers

[New](#) [Triggers Help](#)

No triggers defined.

Page Layouts

[New](#) [Page Layout Assignment](#) [Page Layouts Help](#)

Action	Page Layout Name	Created By	Modified By
Edit Del	Review	Selvi L. Nithya, 28/03/2023, 11:47 am	Selvi L. Nithya, 28/03/2023, 11:48 am
Edit Del	Review Layout	Selvi L. Nithya, 23/03/2023, 1:25 pm	Selvi L. Nithya, 23/03/2023, 1:25 pm

Field Sets

[New](#) [Field Sets Help](#)

No field sets defined.

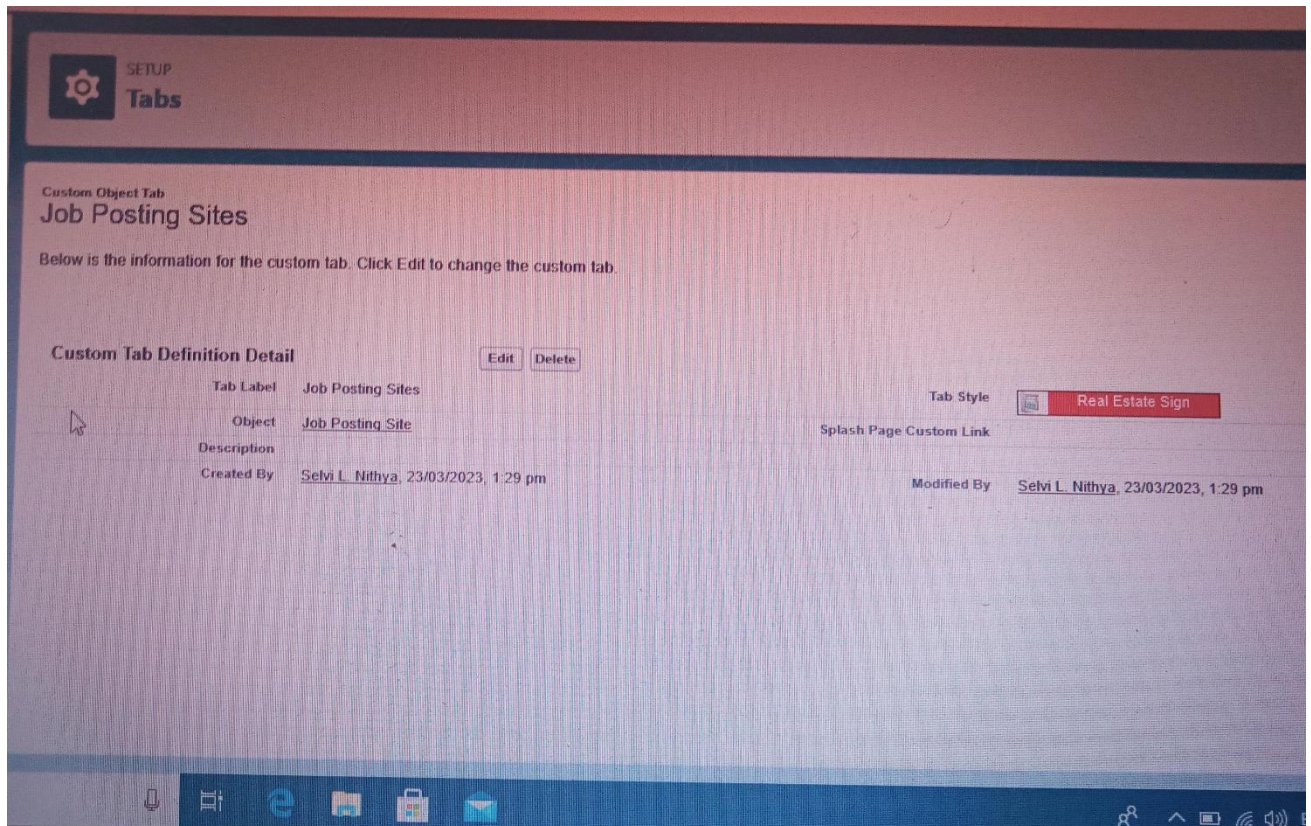
Compact Layouts

[New](#) [Compact Layout Assignment](#) [Compact Layouts Help](#)

Action	Label	API Name	Primary	Modified By
	System Default	SYSTEM	✓	

MILESTONE – 4 :

TABS



MILESTONE – 5 : Fields

Activity – 1 :

Job Posting Site Custom Field

Job Posting Site URL

Back to Job Posting Site

Help for this Page

Validation Rules (0)

Custom Field Definition Detail

Edit

Set Field-Level Security

View Field Accessibility

Where is this used?

Field Information

Field Label

Job Posting Site URL

Object Name

Job Posting Site

Field Name

Job_Posting_Site_URL

Data Type

URL

API Name

Job_Posting_Site_URL__c

Description

Help Text

Data Owner

Field Usage

Data Sensitivity Level

Compliance Categorization

Created By

Selvi L. Nithya, 26/03/2023, 1:20 pm

Modified By

Selvi L. Nithya, 26/03/2023, 1:20 pm

General Options

Required

☒

Default Value

Validation Rules

New

Validation Rules Help

No validation rules defined.

Back To Top

Always show me more records per related list

Job Posting Site Custom Field

Status

Back to Job Posting Site

Help for this Page

Validation Rules (0)

Custom Field Definition Detail

Edit

Set Field-Level Security

View Field Accessibility

Where is this used?

Field Information

Field Label

Status

Object Name

Job Posting Site

Field Name

Status

Data Type

URL

API Name

Status__c

Description

Help Text

Data Owner

Field Usage

Data Sensitivity Level

Compliance Categorization

Created By

Selvi L. Nithya, 27/03/2023, 11:51 am

Modified By

Selvi L. Nithya, 27/03/2023, 11:51 am

General Options

Required

☒

Default Value

Validation Rules

New

Validation Rules Help

No validation rules defined.

Back To Top

Always show me more records per related list

Description

[Back to Job Posting Site](#)[Validation Rules](#) (0)

Custom Field Definition Detail

[Edit](#)[Set Field-Level Security](#)[View Field Accessibility](#)[Where is this used?](#)

Field Information

Field Label	Description	Object Name	Job Posting Site
Field Name	Description	Data Type	URL
API Name	Description__c		
Description			
Help Text			
Data Owner			
Field Usage			
Data Sensitivity Level			
Compliance Categorization			
Created By	Ms RAJALAKSHMI S, 27/03/2023, 11:12 am	Modified By	Ms RAJALAKSHMI S, 27/03/2023, 11:12 am

General Options

Required ☒

Default Value

Validation Rules

[New](#)[Validation Rules Help](#)

No validation rules defined.

[Back To Top](#)Always show me [more records per related list](#)

Technical Site

[Back to Job Posting Site](#)[Validation Rules](#) (0)

Custom Field Definition Detail

[Edit](#)[Set Field-Level Security](#)[View Field Accessibility](#)[Where is this used?](#)

Field Information

Field Label	Technical Site	Object Name	Job Posting Site
Field Name	Technical_Site	Data Type	URL
API Name	Technical_Site__c		
Description			
Help Text			
Data Owner			
Field Usage			
Data Sensitivity Level			
Compliance Categorization			
Created By	Ms RAJALAKSHMI S, 27/03/2023, 11:11 am	Modified By	Ms RAJALAKSHMI S, 27/03/2023, 11:11 am

General Options

Required ☒

Default Value

Validation Rules

[New](#)[Validation Rules Help](#)


No validation rules defined.

[Back To Top](#)Always show me [more records per related list](#)

MILESTONE - 6 : JUNCTION OBJECT

ACTIVITY – 1 :

Expand All | Collapse All


Lightning Experience
Transition Assistant
Move to the new, more productive
Salesforce
[Get Started](#)

Salesforce Mobile Quick Start

Home

Administer

- Release Updates
- Manage Users
- Manage Apps
- Manage Territories
- Company Profile
- Data Classification
- Privacy Center
- Security Controls
- Domain Management
- Communication Templates
- Translation Workbench
- Data Management
- Mobile Administration
- Desktop Administration
- Outlook Integration and Sync
- Email Integration and Sync
- Email Administration
- Google Apps
- Analytics
- Data.com Administration

Build

- Customize
- Create
 - Apps
 - Custom Labels
 - Interaction Log Layouts
 - Objects**
 - Big Objects
 - Picklist Value Sets
 - Packages
 - Report Types
 - Tabs
 - Service Cloud Launch Pad

Job Posting

[Standard Fields](#) | [Custom Fields & Relationships](#) | [Validation Rules](#) | [Page Layouts](#) | [Field Sets](#) | [Connected Layouts](#) | [Buttons, Links and Actions](#) | [Related Tables](#) | [Object Limits](#)

Custom Object Definition Detail

[Edit](#) [Delete](#)

Singular Label	Job Posting	Description
Plural Label	Job Postings	Create Reports
Object Name	Job_Posting	Track Activities
API Name	Job_Posting__c	Allow in Chatter Groups
		Allow Sharing
		Allow Bulk API Access
		Allow Streaming API Access
		Track Field History
		Enable Learning
		Deployment Status
		Allow Search
		Help Settings
Created By	Ms RAJALAKSHMI S 29/03/2023, 11:04 am	Modified By
		Ms RAJALAKSHMI S 29/03/2023, 11:04 am

Standard Fields

[Standard Fields Help](#)

Action	Field Label	Field Name	Data Type	Controlling Field	Indexed
	Created By	CreatedBy	Lookup(User)		
Edit	Job Posting Number	Name	Auto Number		✓
	Last Modified By	LastModifiedBy	Lookup(User)		

Custom Fields & Relationships

[New](#) [Field Dependencies](#) [Custom Fields & Relationships Help](#)

Action	Field Label	API Name	Data Type	Indexed	Controlling Field	Modified By
Edit Del	Job Posting Site	Job_Posting_Site__c	Master-Detail (Job Posting Site)	✓		Ms RAJALAKSHMI S 29/03/2023, 11:07 am

Related Lookup Filters

No related lookup filters defined.

Validation Rules

[New](#) [Validation Rules Help](#)

No validation rules defined.

Triggers

[New](#) [Triggers Help](#)

No triggers defined.

Page Layouts

[New](#) [Page Layout Assignment](#) [Page Layouts Help](#)

Action	Page Layout Name	Created By	Modified By
Edit Del	Job Posting Layout	Ms RAJALAKSHMI S 29/03/2023, 11:04 am	Ms RAJALAKSHMI S 29/03/2023, 11:07 am

Activity – 2 :

Job Posting Custom Field

Job Posting Site

[Back to Job Posting](#)

[Validation Rules \[0\]](#)

Custom Field Definition Detail

[Edit](#) [Set Field-Level Security](#) [View Field Accessibility](#) [Where is this used?](#)

Field Information

Field Label	Job Posting Site	Object Name	Job Posting
Field Name	Job_Posting_Site	Data Type	Master-Detail
API Name	Job_Posting_Site__c		
Description			
Help Text			
Data Owner			
Field Usage			
Data Sensitivity Level			
Compliance Categorization			
Created By	Ms RAJALAKSHMI.S, 29/03/2023, 11:07 am	Modified By	Ms RAJALAKSHMI.S

Master-Detail Options

Related To	Job Posting Site	Child Relationship Name	Job_Postings
Related List Label	Job Postings		
Sharing Setting	Read/Write: Allows users with at least Read/Write access to the Master record to create, edit, or delete related Detail records.		

Job Posting Custom Field

Position

[Back to Job Posting](#)

[Validation Rules \[0\]](#)

Custom Field Definition Detail

[Edit](#) [Set Field-Level Security](#) [View Field Accessibility](#) [Where is this used?](#)

Field Information

Field Label	Position	Object Name	Job Posting
Field Name	Position	Data Type	Master-Detail
API Name	Position__c		
Description			
Help Text			
Data Owner			
Field Usage			
Data Sensitivity Level			
Compliance Categorization			
Created By	Ms RAMYA R, 27/03/2023, 11:40 am	Modified By	Ms RAMYA R, 27/03/2023, 11:40 am

Master-Detail Options

Related To	Position	Child Relationship Name	Job_Postings
Related List Label	Job Postings		
Sharing Setting	Read/Write: Allows users with at least Read/Write access to the Master record to create, edit, or delete related Detail records.		

MILESTONE – 7 : Page Layout

Activity – 1:


It's Better in Lightning

Move to Lightning Experience and give your users a productivity boost.

Tell Me More

Quick Find / Search

Expand All | Collapse All



Lightning Experience Transition Assistant

Move to the new, more productive Salesforce.

Get Started

Salesforce Mobile Quick Start

Home

Administer

- Release Updates
- Manage Users
- Manage Apps
- Manage Territories
- Company Profile
- Data Classification
- Privacy Center
- Security Controls
- Domain Management
- Communication Templates
- Translation Workbench
- Data Management
- Mobile Administration
- Desktop Administration
- Outlook Integration and Sync
- Email Integration and Sync
- Email Administration
- Google Apps
- Analytics
- Data.com Administration

Build

- Customize
- Create
 - Apps
 - Custom Labels
 - Interaction Log Layouts
- Objects
 - Big Objects
 - Picklist Value Sets
 - Packages
 - Report Types
 - Tabs
 - Service Cloud Launch Pad
 - Action Link Templates
- Global Actions
- Workflow & Approvals

Develop

- Lightning Bolt
 - Schema Builder
 - Lightning App Builder
 - Canvas App Previewer
 - Installed Packages
 - Package Usage
 - AppExchange Marketplace

Position Layout

Custom Console Components | Mini Page Layout | Mini Console View | Video Tutorial | Help for this Page

Save | Quick Save | Preview As... | Cancel | Undo | Redo | Layout Properties

Fields

Buttons

Quick Actions

Mobile & Lightning Actions

Expanded Lookups

Related Lists

Quick Find

Field Name

Section

Owner

Blank Space

position Name

Created By

Last Modified By

Position Sample

Highlights Panel

Customize the highlights panel for this page layout...

Quick Actions in the Salesforce Classic Publisher

Actions in this section are currently inherited from the global publisher layout. You can override the global publisher layout to set a customized list of actions for the publisher on pages that use this layout.

Salesforce Mobile and Lightning Experience Actions

Actions in this section are predefined by Salesforce. You can override the predefined actions to set a customized list of actions on Lightning Experience and mobile app pages that use this layout. If you customize the actions in the Quick Actions in the Salesforce Classic Publisher section, and have saved the layout, then this section inherits that set of actions by default when you click to override.

Position Detail

Standard Buttons

Edit | Delete | Clone | Change Owner | Change Record Type | Printable View

Sharing | Sharing Hierarchy

Custom Buttons

Information (Header visible on edit only)

position Name | Sample Text | Owner | Sample Text

System Information (Header visible on edit only)

Created By | Sample Text | Last Modified By | Sample Text

Custom Links (Header visible on edit only)

Mobile Cards (Salesforce mobile only)

Drag expanded lookups and mobile-enabled Visualforce pages here to display them as mobile cards.

Related Lists

Notes & Attachments

This list is not customizable

Job Postings

New | Change Owner

Job Posting Site: Status | Job Posting Site: Technical site

www.salesforce.com | www.salesforce.com

Activity – 2 :

Review Layout ▾

Custom Console Components Mini Page Layout Mini Console View | Video Tutorial Help for this Page ?

Save ▾ Quick Save Preview As... ▾ Cancel Undo Redo Layout Properties

Fields

Buttons

Quick Actions

Mobile & Lightning Actions

Expanded Lookups

Related Lists

Quick Find

Field Name

Section

Blank Space

Created By

Last Modified By

Owner

Review Number

Review Sample

Highlights Panel

Customize the highlights panel for this page layout...

Quick Actions in the Salesforce

Classic Publisher ⓘ

Actions in this section are currently inherited from the global publisher layout. You can [override the global publisher layout](#) to set a customized list of actions for the publisher on pages that use this layout.

Salesforce Mobile and Lightning

Experience Actions ⓘ

Actions in this section are predefined by Salesforce. You can [override the predefined actions](#) to set a customized list of actions on Lightning Experience and mobile app pages that use this layout. If you customize the actions in the Quick Actions in the Salesforce Classic Publisher section, and have saved the layout, then this section inherits that set of actions by default when you click to override.

Review Detail

Standard Buttons

Edit Delete Clone Change Owner Change Record Type Printable View

Sharing Sharing Hierarchy

Custom Buttons

Information (Header visible on edit only)

🔒 Review Number

GEN-2004-001234

Owner

[Sample Text](#)

System Information (Header visible on edit only)

🔒 Created By

[Sample Text](#)

🔒 Last Modified By

[Sample Text](#)

Custom Links (Header visible on edit only)

Mobile Cards (Salesforce mobile only) ⓘ

Drag expanded lookups and mobile-enabled Visualforce pages here to display them as mobile cards.

Related Lists

Notes & Attachments

MILESTONE – 8 : Validation Rule

Activity – 1 :

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Phone Validation Rule

Define a validation rule by specifying an error condition and a corresponding error message. The error condition is written as a Boolean formula expression that returns true or false. When the formula expression returns true, the save will be aborted and the error message will be displayed. The user can correct the error and try again.

Validation Rule Edit

SaveSave & NewCancel

Rule Name

Phone_number_validation_rule

Active

☒

Description

Phone number should not be more than Or less than 10 digits

Quick Tips

[Operators & Functions](#)

Error Condition Formula

= Required Information

Example:

Discount_Percent_ > 0.30

More Examples

Display an error if Discount is more than 30%

If this formula expression is **true**, display the text defined in the Error Message area

Insert Field

Insert Operator

NOT(
OR(LEN(Phone) == 10,LEN(Phone) == 13)
)

Check Syntax

Functions

-- All Function Categories --

ABS

Insert Selected Function

ABS(number)
Returns the absolute value of a number, a number without its sign

[Help on this function](#)

Error Message

Example:

Discount percent cannot exceed 30%

This message will appear when Error Condition formula is **true**

Error Message

9850321043

This error message can either appear at the top of the page or below a specific field on the page

Error Location


☐ Top of Page ☒ Field

Phone

Activity – 2:

Quick Find / Search...

Expand All | Collapse All


Lightning Experience
Transition Assistant
Move to the new, more productive
Salesforce.
[Get Started](#)

alesforce Mobile Quick Start

ome

administer

[Release Updates](#)
[Manage Users](#)
[Manage Apps](#)
[Manage Territories](#)
[Company Profile](#)
[Data Classification](#)
[Privacy Center](#)
[Security Controls](#)
[Domain Management](#)
[Communication Templates](#)
[Translation Workbench](#)
[Data Management](#)
[Mobile Administration](#)
[Desktop Administration](#)
[Outlook Integration and Sync](#)
[Gmail Integration and Sync](#)
[Email Administration](#)
[Google Apps](#)
[Analytics](#)
[Data.com Administration](#)

uild

[Customize](#)
[Create](#)
[Apps](#)
[Custom Labels](#)
[Interaction Log Layouts](#)
[Objects](#)

Job Posting Site Validation Rule

Help for this Page

Define a validation rule by specifying an error condition and a corresponding error message. The error condition is written as a Boolean formula expression that returns true or false. When the formula expression returns true, the save will be aborted and the error message will be displayed. The user can correct the error and try again.

Validation Rule Edit

[Save](#) [Save & New](#) [Cancel](#)

Rule Name

Active ☒

Description

Quick Tips

[Operators & Functions](#)

Error Condition Formula

[Example: Discount_Percent__c>0.30](#) [More Examples...](#)
Display an error if Discount is more than 30%.
If this formula expression is **true**, display the text defined in the Error Message area.

[Insert Field](#) [Insert Operator](#)

[Check Syntax](#)

Functions

[-- All Function Categories --](#)
[ABS](#)
[Insert Selected Function](#)
ABS(number)
Returns the absolute value of a number, a number without its sign.
[Help on this function](#)

Error Message

[Example: Discount percent cannot exceed 30%.](#)
This message will appear when Error Condition formula is **true**.

Error Message

This error message can either appear at the top of the page or below a specific field on the page

Error Location ☐ Top of Page ☒ Field

[Save](#) [Save & New](#) [Cancel](#)

MILESTONE – 9:

Profile Edit

Event User Profile

Help for this Page

Set the permissions and page layouts for this profile.

Profile Edit

Save Save & New Cancel

Name

Event User Profile

User License

Salesforce

Description

Custom Profile

✓

Custom App Settings

Required Information

	Visible	Default		Visible	Default
All Tabs (standard_AllTabSet)	<input checked="" type="checkbox"/>	<input type="radio"/>	Sales (standard_LightningSales)	<input checked="" type="checkbox"/>	<input type="radio"/>
Analytics Studio (standard_Insights)	<input checked="" type="checkbox"/>	<input type="radio"/>	Sales (standard_Sales)	<input checked="" type="checkbox"/>	<input type="radio"/>
App Launcher (standard_AppLauncher)	<input checked="" type="checkbox"/>	<input type="radio"/>	Sales Console (standard_LightningSalesConsole)	<input checked="" type="checkbox"/>	<input type="radio"/>
Bolt Solutions (standard_LightningBolt)	<input checked="" type="checkbox"/>	<input type="radio"/>	Salesforce Chatter (standard_Chatter)	<input checked="" type="checkbox"/>	<input type="radio"/>
Community (standard_Community)	<input checked="" type="checkbox"/>	<input type="radio"/>	Salesforce Scheduler Setup (standard_LightningScheduler)	<input type="checkbox"/>	<input type="radio"/>
Content (standard_Content)	<input checked="" type="checkbox"/>	<input type="radio"/>	Sample Console (standard_ServiceConsole)	<input type="checkbox"/>	<input type="radio"/>
Data Manager (standard_DataManager)	<input checked="" type="checkbox"/>	<input type="radio"/>	Service (standard_Service)	<input checked="" type="checkbox"/>	<input type="radio"/>
Digital Experiences (standard_SalesforceCMS)	<input checked="" type="checkbox"/>	<input type="radio"/>	Service Console (standard_LightningService)	<input checked="" type="checkbox"/>	<input type="radio"/>
Lightning Usage App (standard_LightningInstrumentation)	<input checked="" type="checkbox"/>	<input type="radio"/>	Site.com (standard_Sites)	<input checked="" type="checkbox"/>	<input type="radio"/>
Marketing (standard_Marketing)	<input checked="" type="checkbox"/>	<input type="radio"/>	Subscription Management (standard_RevenueCloudConsole)	<input checked="" type="checkbox"/>	<input type="radio"/>
Queue Management (standard_QueueManagement)	<input checked="" type="checkbox"/>	<input type="radio"/>	WDC (standard_Work)	<input checked="" type="checkbox"/>	<input type="radio"/>

Service Provider Access

Tab Settings

Overwrite users' personal tab customizations

Standard Tab Settings

Home Default On

Accounts Default On

Alert Settings Default On

All Sites Tab Hidden

Alternative Payment Methods Default Off

Analytics Default On

App Launcher Default On

Appointment Invitations Default Off

Approval Requests Default On

Asset Actions Default Off

Asset Action Sources Default Off

Assets Default Off

Asset Date Periods Default Off

Async Operation Logs Default On

Authorization Form Default On

Authorization Form Consent Default On

Authorization Form Data Use Default On

Authorization Form Text Default On

Awards Default On

Background Operations Default On

Business Brands Default On

Calendar Default On

Campaigns Default On

Invoices Default On

Leads Default On

Learning Default On

Legal Entities Default Off

Libraries Default On

Lightning Bolt Solutions Default On

Lightning Usage Default On

List Emails Default On

Location Groups Default On

Locations Default On

Macros Default Off

Messaging Sessions Default On

Messaging Users Default On

Mobile Home Default On

Omnichannel Inventory Default On

Operating Hours Default On

Opportunities Default On

Orchestration Runs Default On

Orchestration Work Items Default On

Orders Default On

Org Metrics Default On

Party Consent Default On

Paused Flows Default On

Activity – 2 :

Profile Edit

Sales Profile

Help for this Page

Set the permissions and page layouts for this profile.

Profile Edit

SaveSave & NewCancel

NameSales Profile

User LicenseSalesforce Platform

Description

Custom Profile

Custom App Settings

= Required Information

	Visible	Default		Visible	Default
Analytics Studio (standard__Insights)	<input type="checkbox"/>	<input type="radio"/>	Platform (standard__Platform)	<input checked="" type="checkbox"/>	<input checked="" type="radio"/>
App Launcher (standard__AppLauncher)	<input type="checkbox"/>	<input type="radio"/>	WDC (standard__Work)	<input type="checkbox"/>	<input type="radio"/>

Service Provider Access

Tab Settings

☐ Overwrite users' personal tab customizations

Standard Tab Settings

HomeDefault On

AccountsDefault On

Alert SettingsDefault On

All SitesTab Hidden

Alternative Payment MethodsTab Hidden

AnalyticsTab Hidden

App LauncherDefault On

Appointment InvitationsDefault Off

Approval RequestsDefault On

AssetsTab Hidden

Authorization FormDefault On

Authorization Form ConsentDefault On

Authorization Form Data UseDefault On

Authorization Form TextDefault On

AwardsTab Hidden

Background OperationsTab Hidden

Business BrandsTab Hidden

CalendarDefault On

Card Payment MethodsTab Hidden

ChatterDefault On

ChatterDefault On

CMS ChannelsTab Hidden

CMS WorkspacesTab Hidden

Communication Subscription Channel TypesTab Hidden

Communication Subscription ConsentsTab Hidden

InvoicesTab Hidden

LearningDefault On

LibrariesTab Hidden

Lightning Bolt SolutionsDefault On

Lightning UsageDefault On

List EmailsTab Hidden

Location GroupsTab Hidden

LocationsTab Hidden

Mobile HomeTab Hidden

Omnichannel InventoryTab Hidden

Operating HoursTab Hidden

Orchestration RunsDefault On

Orchestration Work ItemsDefault On

OrdersTab Hidden

Org MetricsDefault On

Party ConsentTab Hidden

Paused FlowsDefault On

Payment Authorization AdjustmentsTab Hidden

Payment AuthorizationsTab Hidden

Payment Gateway LogsTab Hidden

Payment GatewaysTab Hidden

Payment Line InvoicesTab Hidden

PaymentsTab Hidden

PeopleDefault On

Price BooksTab Hidden

MILESTONE – 10: USER

User

Sanjay Gupta

[Edit Layout](#) | [User Profile](#) | [Help for IT](#)

[Permission Set Assignments \[2\]](#) | [Permission Set Assignments: Activation Required \[0\]](#) | [Permission Set Group Assignment](#) | [Permission Set License Assignments \[0\]](#) | [Personal Groups \[0\]](#) | [Public Group Membership \[0\]](#) | [Queue Membership \[0\]](#) | [Team Managers in the Role Hierarchy \[0\]](#) | [OAuth Connected Apps \[0\]](#) | [Third-Party Account Links \[0\]](#) | [Installed Mobile Apps \[0\]](#) | [Authentication Settings for External Systems \[0\]](#) | [Login History \[0+\]](#) | [User Provisioning Accounts \[0\]](#)

User Detail

[Edit](#) [Sharing](#) [Reset Password](#) [Freeze](#)

Name	Sanjay Gupta	Role	
Alias	Sanj	User License	Salesforce
Email	punithayathis305@gmail.com	Profile	Event User profile
Username	santa90@gmail.com	Active	<input checked="" type="checkbox"/>
Nickname	Sanju i	Marketing User	<input type="checkbox"/>
Title		Offline User	<input type="checkbox"/>
Company		Knowledge User	<input type="checkbox"/>
Department		Flow User	<input type="checkbox"/>
Division		Service Cloud User	<input type="checkbox"/>
Address		Site.com Contributor User	<input type="checkbox"/>
Time Zone	(GMT+05:30) India Standard Time (Asia/Kolkata)	Site.com Publisher User	<input type="checkbox"/>
Locale	English (India)	WDC User	<input type="checkbox"/>
Language	English	Mobile Push Registrations	View
Delegated Approver		Data.com User Type	i
Manager		Accessibility Mode (Classic Only)	<input type="checkbox"/> i
Receive Approval Request Emails	Only if I am an approver	Debug Mode	<input type="checkbox"/> i
Federation ID		High-Contrast Palette on Charts	<input type="checkbox"/> i
App Registration: One-Time Password Authenticator i		Load Lightning Pages While Scrolling	<input checked="" type="checkbox"/> i
App Registration: Salesforce Authenticator i		Salesforce CRM Content User	<input checked="" type="checkbox"/>
Security Key (U2F or WebAuthn) i		Receive Salesforce CRM Content Email Alerts	<input checked="" type="checkbox"/>
Lightning Login i		Receive Salesforce CRM Content Alerts as Daily Digest	<input checked="" type="checkbox"/>
Temporary Verification Code (Expires in 1 to 24 Hours) Generate i		Make Setup My Default Landing Page	<input type="checkbox"/>
		Allow Forecasting	<input type="checkbox"/>
		Call Center	
		Phone	
		Extension	
		Fax	
		Mobile	
		Email Encoding	Unicode (UTF-8)
		Employee Number	
		Used Data Space	0 B View
		Used File Space	0 B View
		Last Login	
		Last Password Change	31/03/2023, 12:58 pm

Activity – 2 :

User Detail

[Edit](#) [Sharing](#) [Reset Password](#) [Freeze](#)

Name	Abhilash Garapati	Role	
Alias	Abh	User License	Salesforce Platform
Email	rpurushoth1604@gmail.com	Profile	Sales Profile
Username	abhgara67@gmail.com	Active	<input checked="" type="checkbox"/>
Nickname	Abhi i	Marketing User	<input type="checkbox"/>
Title		Offline User	<input type="checkbox"/>
Company		Knowledge User	<input type="checkbox"/>
Department		Flow User	<input type="checkbox"/>
Division		Service Cloud User	<input type="checkbox"/>
Address	India	Site.com Contributor User	<input type="checkbox"/>
Time Zone	(GMT+05:30) India Standard Time (Asia/Kolkata)	Site.com Publisher User	<input type="checkbox"/>
Locale	English (India)	WDC User	<input type="checkbox"/>
Language	English	Mobile Push Registrations	View
Delegated Approver		Data.com User Type	i
Manager		Accessibility Mode (Classic Only)	<input type="checkbox"/> i
Receive Approval Request Emails	Only if I am an approver	Debug Mode	<input type="checkbox"/> i
Federation ID		High-Contrast Palette on Charts	<input type="checkbox"/> i
App Registration: One-Time Password Authenticator	i	Load Lightning Pages While Scrolling	<input checked="" type="checkbox"/> i
App Registration: Salesforce Authenticator	i	Salesforce CRM Content User	<input checked="" type="checkbox"/>
Security Key (U2F or WebAuthn)	i	Receive Salesforce CRM Content Email Alerts	<input checked="" type="checkbox"/>
Lightning Login	i	Receive Salesforce CRM Content Alerts as Daily Digest	<input checked="" type="checkbox"/>
Temporary Verification Code (Expires in 1 to 24 Hours)	Generate i	Make Setup My Default Landing Page	<input type="checkbox"/>
		Allow Forecasting	<input type="checkbox"/>
		Call Center	
		Phone	
		Extension	
		Fax	
		Mobile	
		Email Encoding	Unicode (UTF-8)
		Employee Number	
		Used Data Space	0 B View
		Used File Space	0 B View
		Last Login	
		Last Password Change or Reset	31/03/2023, 12:50 pm
		Failed Login Attempts	0 i
		Individual	
Created By	Mr Purushothaman B 31/03/2023, 12:50 pm	Modified By	Mr Purushothaman B 31/03/2023, 12:50 pm

[Edit](#) [Sharing](#) [Reset Password](#) [Freeze](#)

Activity – 1 :

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Start

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Permission Set
Supplier Permits

Video Tutorial | Help for this Page

Find Settings... Clone Edit Properties Manage Assignments

Permission Set Overview

Description	API Name	Supplier_Permits
License	Namespace Prefix	
Session Activation Required	Created By	Selvi L. Nithya, 31/03/2023, 11:17 am
Last Modified By	Selvi L. Nithya, 31/03/2023, 11:17 am	

Apps

Settings that apply to Salesforce apps, such as Sales, and custom apps built on the Lightning Platform
[Learn More](#)

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"

Apex Class Access

Permissions to execute Apex classes

Visualforce Page Access

Permissions to execute Visualforce pages

External Data Source Access

Permissions to authenticate against external data sources

Flow Access

Permissions to execute Flows

Named Credential Access

Permissions to authenticate against named credentials

Custom Permissions

Permissions to access custom processes and apps

Custom Metadata Types

Permissions to access custom metadata types

Custom Setting Definitions

Permissions to access custom settings

Activity – 2 :

The screenshot shows the 'Permission Sets' page in Salesforce, specifically the 'Review Object' view for a permission set named 'Review Object'. The page header includes a 'SETUP' icon and the title 'Permission Sets'. Below the header, there's a search bar labeled 'Find Settings...' and several action buttons: 'Clone', 'Delete', 'Edit Properties', and 'Manage Assignments'. The main content area is divided into two sections. The top section, 'Permission Set Overview', displays details about the 'Review Object' permission set, including its description, license, session activation requirements, and the user who last modified it (Ms. RAMYA R. on 29/03/2023 at 8:16 pm). The bottom section, 'Apps', lists various settings that can be configured for this permission set, such as 'Assigned Apps', 'Assigned Connected Apps', 'Object Settings', and 'App Permissions'.

Permission Set Overview


Field	Value
Description	
License	
Session Activation Required	<input type="checkbox"/>
Last Modified By	Ms. RAMYA R. 29/03/2023, 8:16 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"

MILESTONE – 12 : REPORTS

Activity – 1 :

 attendee with events

Report Generation Status: Complete

Report Options:

Summarize information by: -None-

Time Frame
Date Field: Product: Created Date Range: Custom
From: To:

Run Report Hide Details Customize Save Save As Delete Printable View Export Details Subscribe

Product Name	Active (Product)	Product Description	Product Code
GenWatt Diesel 200kW	<input checked="" type="checkbox"/>	-	GC1040
GenWatt Diesel 10kW	<input checked="" type="checkbox"/>	-	GC1020
Installation: Industrial - High	<input checked="" type="checkbox"/>	-	IN7080
SLA: Silver	<input checked="" type="checkbox"/>	-	SL9040
GenWatt Propane 500kW	<input checked="" type="checkbox"/>	-	GC3040
SLA: Platinum	<input checked="" type="checkbox"/>	-	SL9080
GenWatt Propane 100kW	<input checked="" type="checkbox"/>	-	GC3020
GenWatt Propane 1500kW	<input checked="" type="checkbox"/>	-	GC3060
GenWatt Diesel 1000kW	<input checked="" type="checkbox"/>	-	GC1060
SLA: Bronze	<input checked="" type="checkbox"/>	-	SL9020
GenWatt Gasoline 750kW	<input checked="" type="checkbox"/>	-	GC5040
Installation: Portable	<input checked="" type="checkbox"/>	-	IN7020
SLA: Gold	<input checked="" type="checkbox"/>	-	SL9060
GenWatt Gasoline 300kW	<input checked="" type="checkbox"/>	-	GC5020
Installation: Industrial - Low	<input checked="" type="checkbox"/>	-	IN7040
GenWatt Gasoline 2000kW	<input checked="" type="checkbox"/>	-	GC5060
Installation: Industrial - Medium	<input checked="" type="checkbox"/>	-	IN7060
Grand Totals (17 records)			

Confidential Information - Do Not Distribute

Activity – 2 :

0.0KB/s

65

HomeChatterCampaignsLeadsContactsOpportunitiesReportsDashboardsJob Posting Site

Job posting site

Help for this Page

Report Generation Status: The report returned no results.

Report Options:

Summarize information by:

--None--

Show

My accounts

Time Frame

Date Field

Created Date

Range

Current FQ

From01/04/2023To30/06/2023

Run Report

Hide Details

Customize

Save

Save As

Delete

Printable View

Export Details

Subscribe

Account Name

Grand Totals (0 records)

Confidential Information - Do Not Distribute

HomeChatterCampaignsLeadsContactsOpportunitiesReportsDashboardsJob Posting SitesReviews

Review

Help for this Page

Report Generation Status: The report returned no results.

Report Options:

Summarize information by:

--None--

Show

My accounts

Time Frame

Date Field

Created Date

Range

Current FQ

From01/04/2023To30/06/2023

Run Report

Hide Details

Customize

Save

Save As

Delete

Printable View

Export Details

Subscribe

Account Name

Grand Totals (0 records)

Confidential Information - Do Not Distribute

4.Trailhead Profile Public URL

Team Lead - <https://trailblazer.me/id/kamal26>

Team Member 1 –<https://trailblazer.me/id/nithish2003>

Team Member 2 - <https://trailblazer.me/id/vijay1407>

Team Member 3 – <https://trailblazer.me/id/purushoth2003>

Team Member 4 -

<https://trailblazer.me/id/subbravelpunitha>

Team Member 5 -<https://trailblazer.me/id/murugan2003>

5.ADVANTAGES & DISADVANTAGE

List of advantages and disadvantages of the proposed solution

ADVANTAGES :

- Reduce time to hire
- Cost less
- Shorten onboarding times

DISADVANTAGES :

- Maintaining the safe distance
- Higher Competition
- Lower recognition value
-

6.APPLICATIONS

The areas where this solution can be applied

- Nurturing and Supporting employees
- Ensuring a positive workplace environment

7.CONCLUSION

In Conclusion , the practice of HRM needs to be integrated with the overall strategy to ensure effective use of people and provide better returns to the organization's in terms of ROI.

8. FUTURE SCOPE

Enhancements that can be made in the future.

- Perform administrative duties
- Maintaining employees
- Sorting emails for HR department.