**Salesforce Administrator Course Curriculum**

Module 01 - Salesforce Fundamentals

1.1 Introduction to Salesforce  
1.2 Overview of Salesforce, its Editions  
1.3 Home Page Customization  
1.4 User Management  
1.5 Apps Creation  
1.6 Core CRM objects Capabilities  
1.7 Declarative Customizations Boundaries  
1.8 Programmatic Customizations Use Cases

### Module 02 - Quote Templates – Preview, Create, and Activate

2.1 Introduction to Quote Templates  
2.2 Quote record creation, its template, and quote PDF

### Module 03 - Field Types and Salesforce Objects

3.1 Field types overview  
3.2 Standard fields modification  
3.3 Creation of auto-number, formula, roll-up summary, lookup & master-detail, and checkbox fields  
3.4 Creation of number, currency, and percent fields  
3.5 Creation of geolocation, phone, and email fields  
3.6 Creation of date & time fields  
3.7 Creation of text and text area fields  
3.8 Creation of URL, encrypted fields, etc.  
3.9 Salesforce objects introduction  
3.10 Components, standard objects, and their modification  
3.11 External objects and creation of custom objects

### Module 04 - Creation of Custom Buttons, Link Units, and Actions

4.1 Creation of buttons, links, and actions overview  
4.2 Creation of new records with actions  
4.3 Call logging with actions  
4.4 Record updating  
4.5 Creation of custom buttons and custom links, etc.

### Module 05 - Salesforce Workflow, Schema Builder, and Process Builder

5.1 Overview of visual workflow, schema builder, and process builder  
5.2 Creation of visual flow  
5.3 Modification of the existing workflows  
5.4 Creation of process  
5.5 Field creation in the schema builder

### Module 06 - Validation and Workflow Rules

6.1 Overview of validation rules, their creation  
6.2 Creation of formulas  
6.3 Creation of error messages  
6.4 Overview of workflow rules  
6.5 Creation of Workflow rule, Field update, Task assignment, Email alert

### Module 07 - Creation of Role Hierarchy

7.1 Overview of the role hierarchy  
7.2 Creating

* Roles
* Groups
* Permission Sets

7.3 Enabling field history  
7.4 Assigning Roles to Users

### Module 08 - Security Data Security Model

8.1 Restricting logins  
8.2 Object access determination  
8.3 Record access configuration  
8.4 Creation of role hierarchy  
8.5 Record access exceptions

9.1 Profiles introduction  
9.2 Overview of standard profiles  
9.3 Page layouts assigning  
9.4 Settings

* Custom app and its access
* Tab
* Record type

9.5 Permissions

* Administrative
* General user
* Standard object
* Custom object

9.6 Password guidelines  
9.7 Session timeout, hours of log in, IP ranges  
9.8 Field-level security  
9.9 Access of Apex and Visualforce

Module 10 - Salesforce Reporting and Dashboards

10.1 Reports introduction  
10.2 Report formats  
10.3 Creation of:

* Leads report
* Creating contacts
* Accounts report
* Opportunity report
* Charts
* Scheduling report
* Campaign report
* Report formula

10.4 Using report to add the leads to campaign  
10.5 Reports export to Excel  
10.6 Dashboards introduction  
10.7 Dashboard

* Creation and refreshing dashboard
* Modifying columns
* Adding filter
* Adding reports
* Interfaces

10.8 Access management  
10.9 Dynamic dashboards configuration  
10.10 Report builder activation on profiles

Module 11 - Data Management in Salesforce

11.1 Data management introduction  
11.2 Importing

* Leads
* Contacts
* Accounts

11.3 Installation of data loader  
11.4 Mass delete  
11.5 Records

* Importing with data loader
* Exporting with data Loader
* Updating with data Loader
* Deleting with data Loader

11.6 Addition of field to schema builder, etc.

Module 12 - AppExchange

12.1 AppExchange Introduction and Overview  
12.2 Finding

* App
* Developer
* Consultant

Module 13 - Deploying a Change Set

13.1 Change Sets introduction and its Deployment  
13.2 Change Sets

* Inbound
* Outbound

13.3 Deployment

* Settings
* Status

13.4 Eclipse IDE

### What is Salesforce?

Salesforce is a leading CRM solution founded by Marc Benioff in February 1999. It brings organizations and customers closer. This CRM tool mainly focuses on app development, analytics, marketing automation, and improving customer service.

What are the different types of job positions available after Intellipaat’s Salesforce certification training course?

Some of the most sought-after job roles for professionals completing this certification are as follows:

* Salesforce Admin
* Sales Executive
* Salesforce Consultant
* Salesforce Developer