



**EDUCATIONAL ORGANIZATION USING SERVICENOW**

**TEAM ID: NM2025TMID17901**

**TEAM MEMBERS: 4**

**`**

**TEAM LEADER: ABINAYA K**

**TEAM MEMBER 1: SARANYA S**

**TEAM MEMBER 2: DHILIP S**

**TEAM MEMBER 3: NAVEEN P**

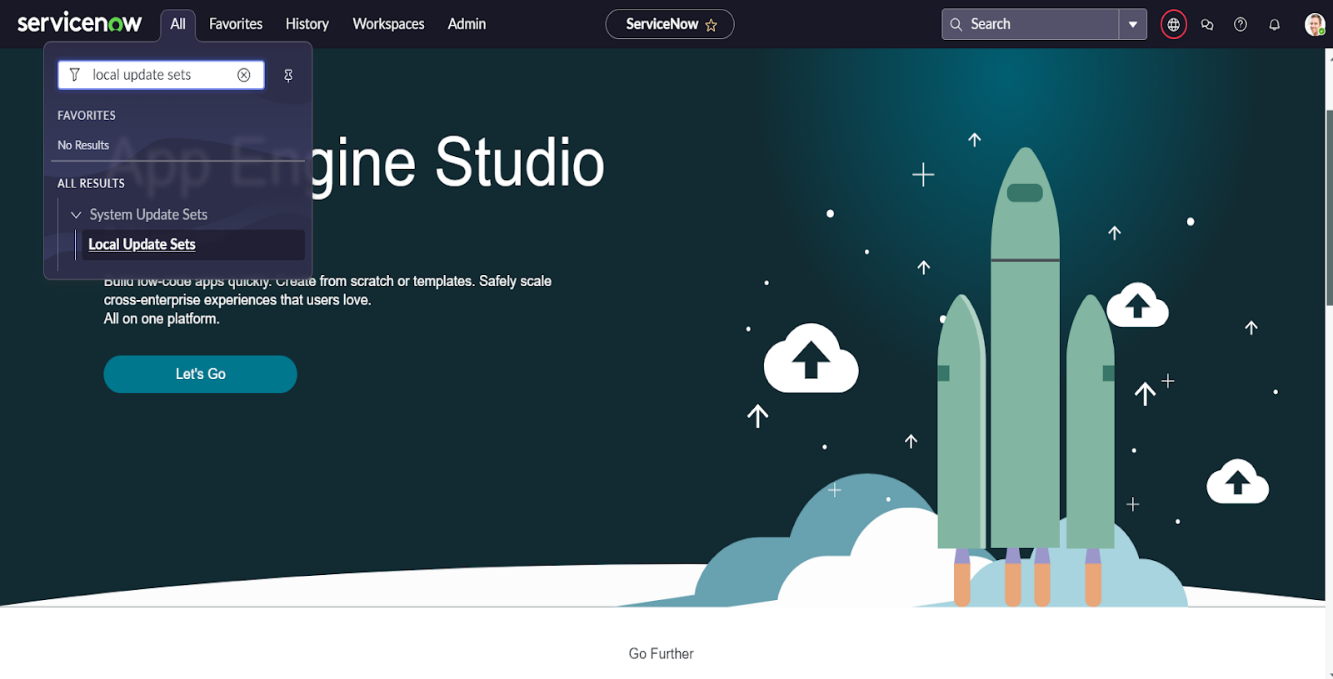
**TASK INITATION**

**Setting up ServiceNow Instance**

1. Sign up for a developer account on the ServiceNow Developer site “https://developer.servicenow.com”.
2. Once logged in, navigate to the "Personal Developer Instance" section.
3. Click on "Request Instance" to create a new ServiceNow instance.
4. Fill out the required information and submit the request.
5. You'll receive an email with the instance details once it's ready.
6. Log in to your ServiceNow instance using the provided credentials.
7. Now you will navigate to the ServiceNow.

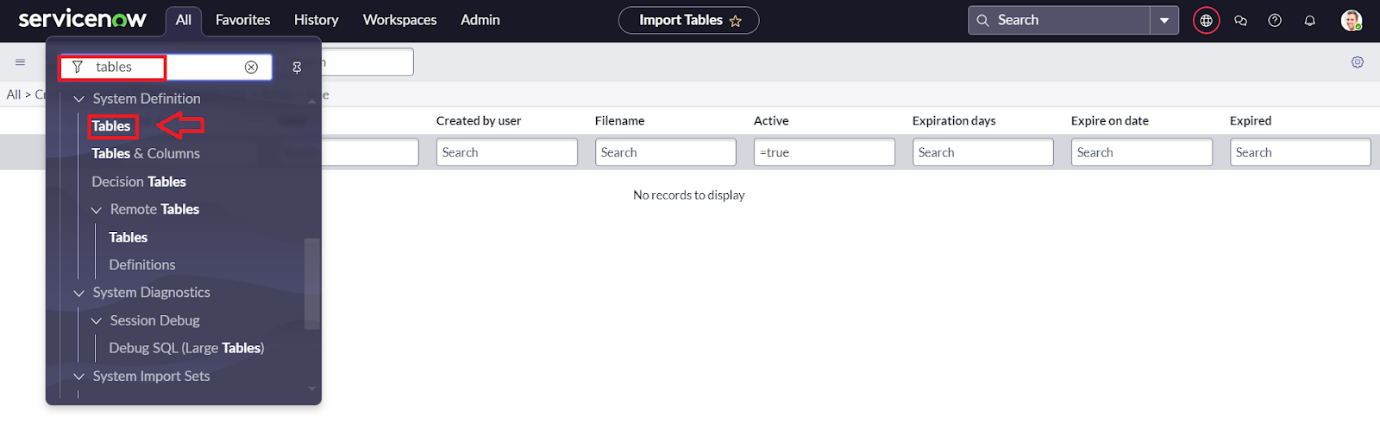
**Creating a Update Set**

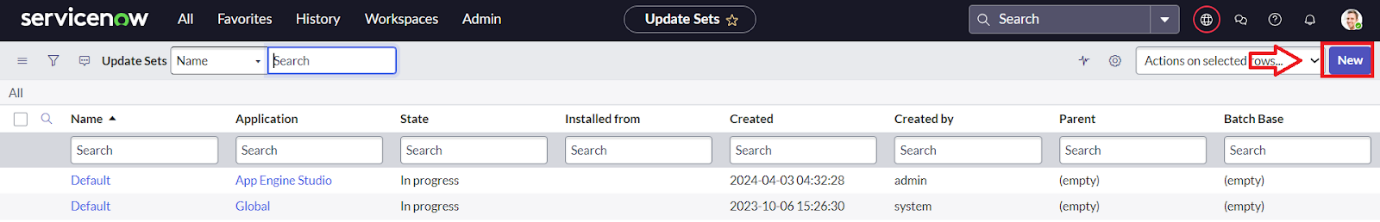
* 1. Click on All >> Local update sets .
  2. Click on new



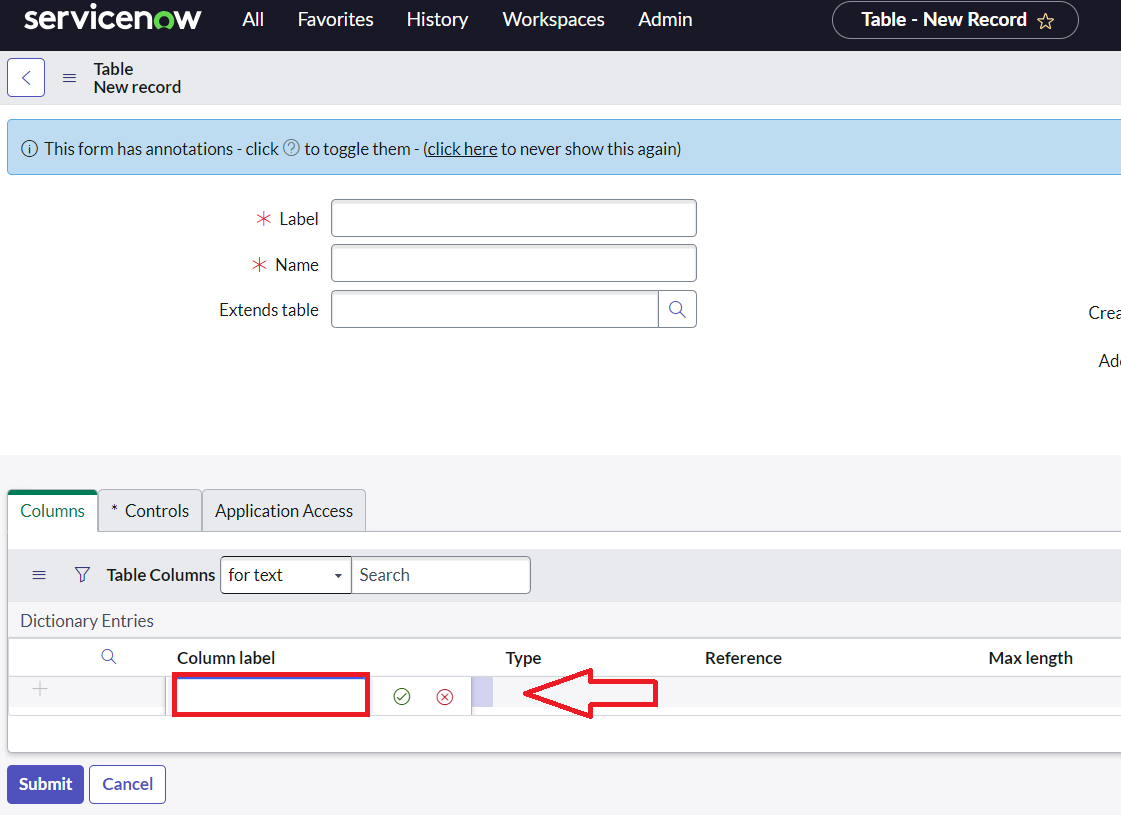
3.Enter the Details Name: Educational Organisation >> Click on Submit and make Current. **Creating Salesforce Table.**

* All >> Tables.



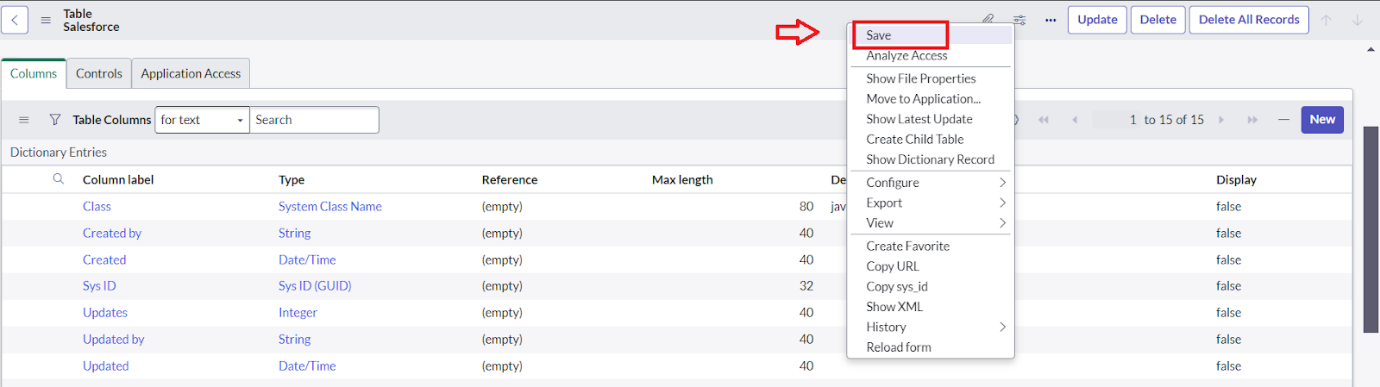


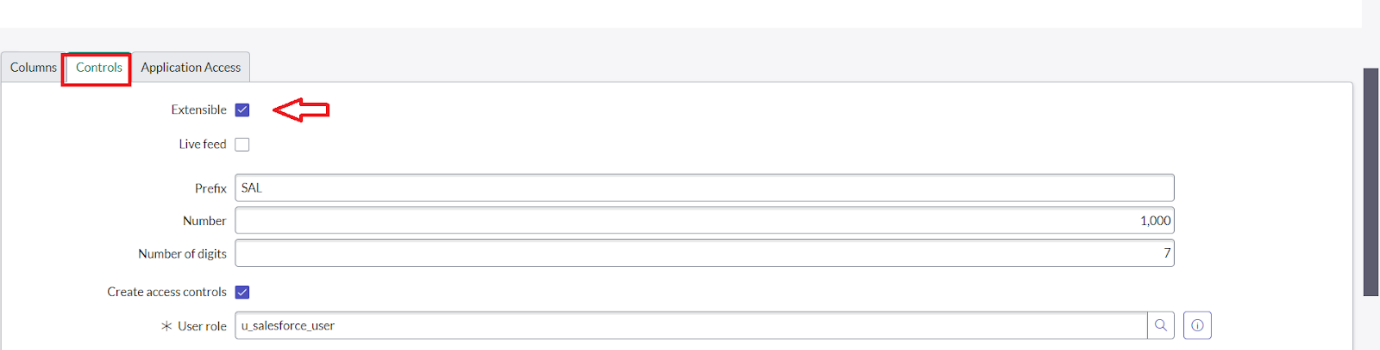
* Enter the Label(Anything you want): Salesforce >> Click on Name it will Automatically generate Api name.

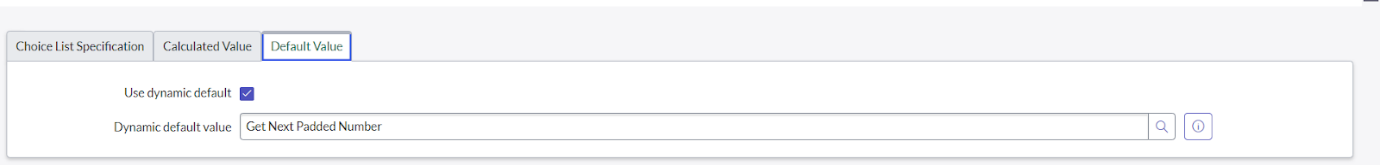
x



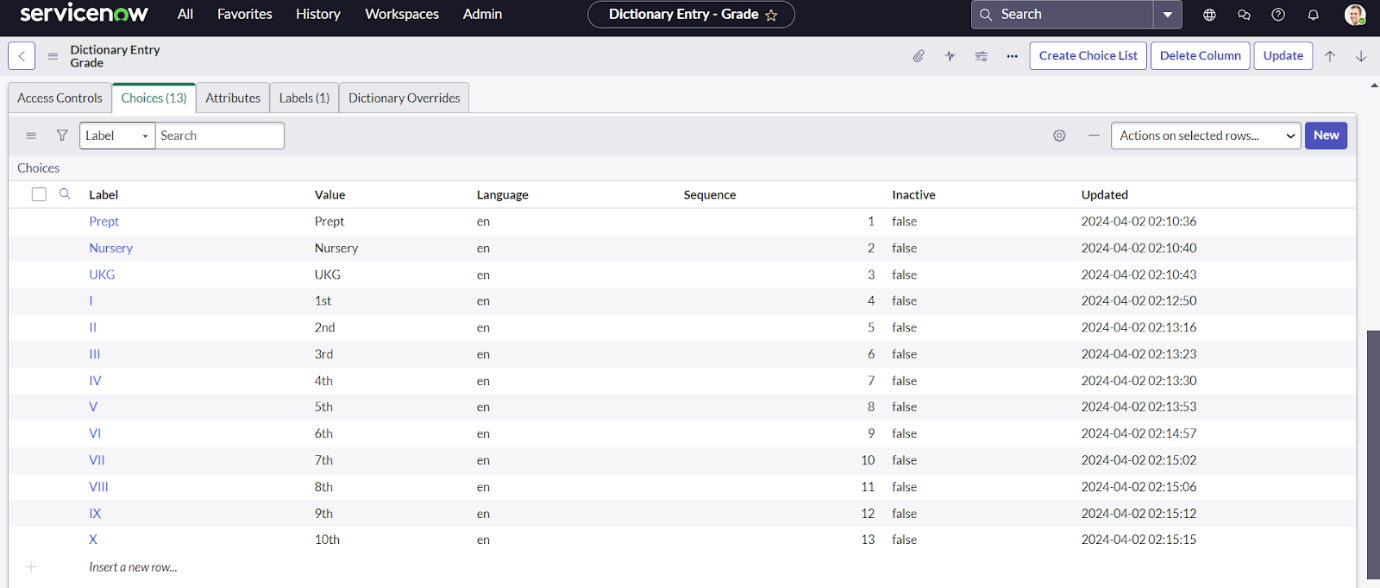
* For “Admin Number” Give Display as True and right click on the toggle bar on top >> save.



* Click on controls >> Enable Extensible.
* 
* 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 .

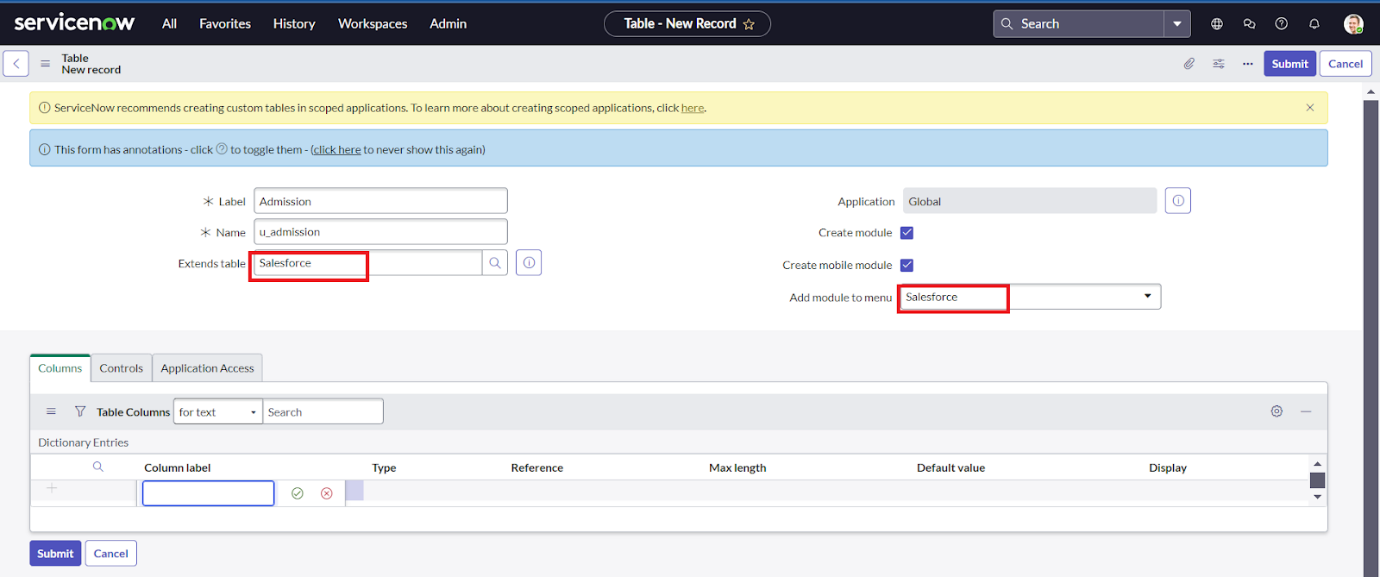


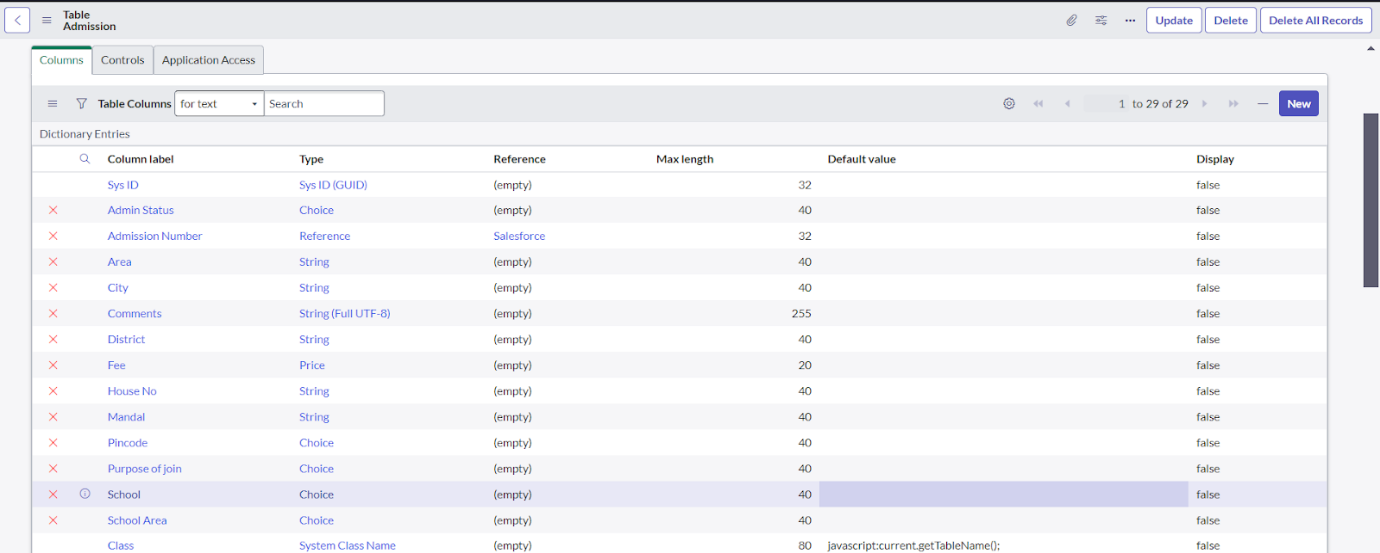
* Click on “Grade” Column >> Click on Choices and give Label,Value and Sequence as given below.



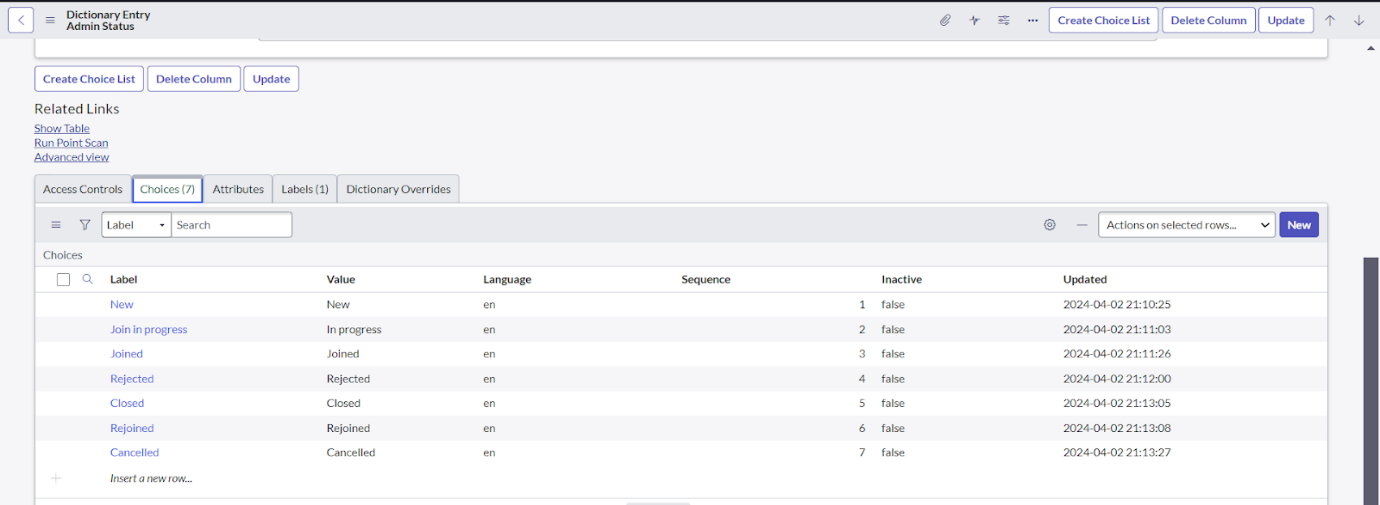
**Creating Admission Table**

* Create an Admission Table with Columns given.
* Select Extends Table >> Salesforce and also Select Add module to menu >> Salesforce.
* Create Fields as shown

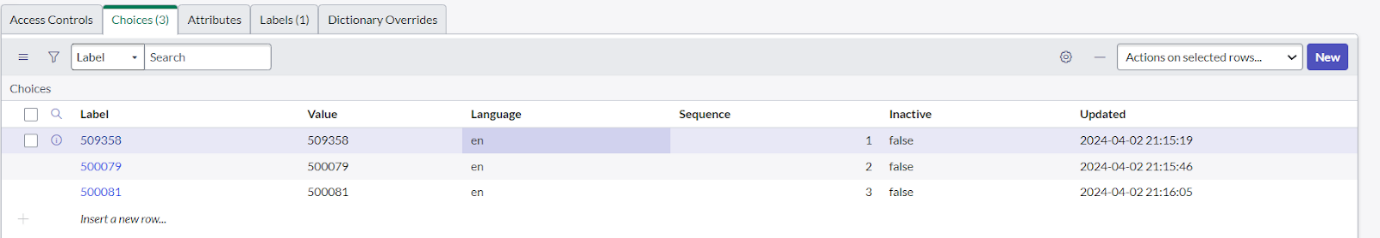




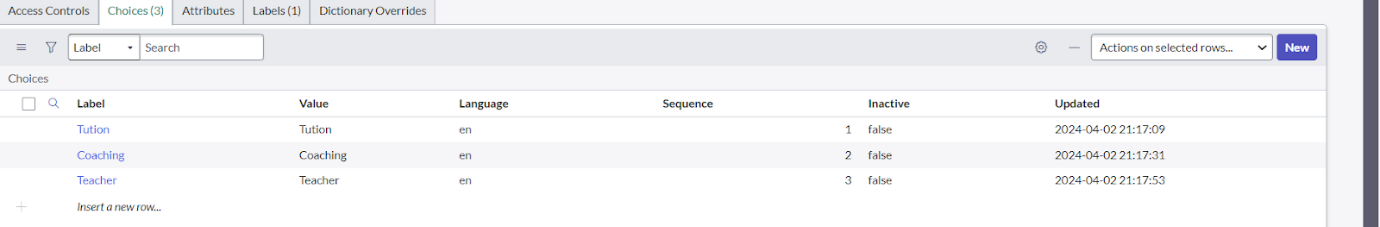
* Create choice for Admin Status as:



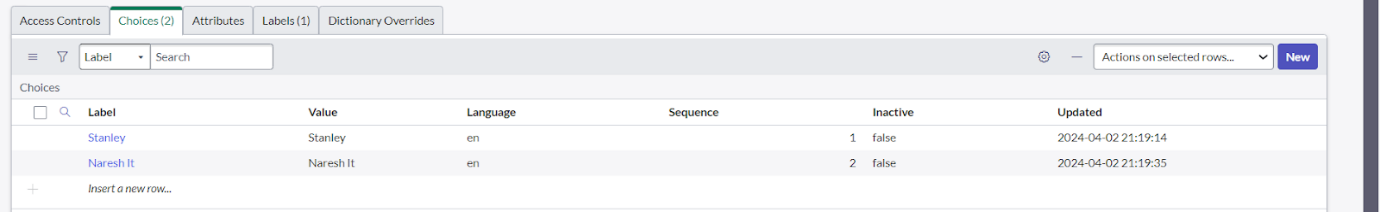
* Create choice for Pincode as:



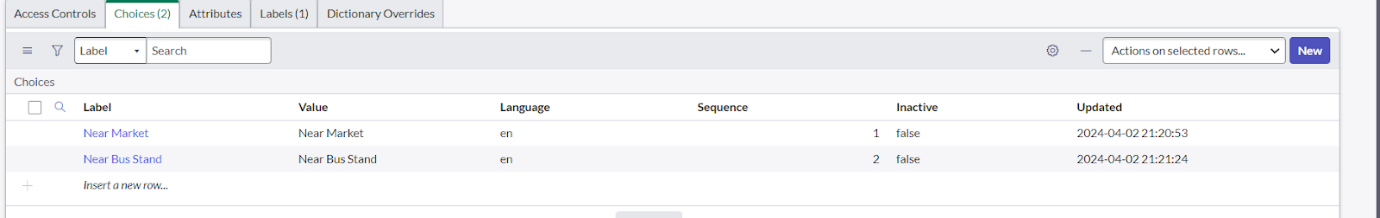
* Create choice for Purpose of Join as:



* Create choice for School as:



* Create choice for School Area as:



**Creating Student Progress Table**

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

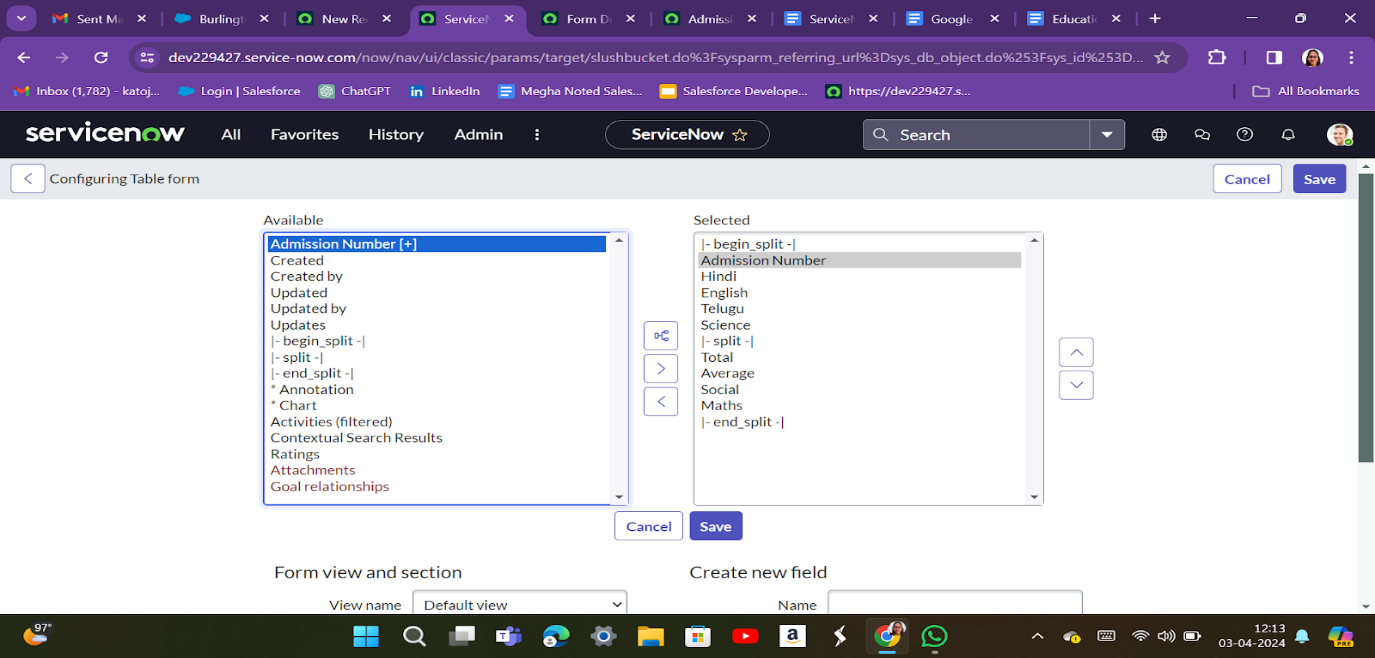


**Configuring Table form for Student Progress Table**

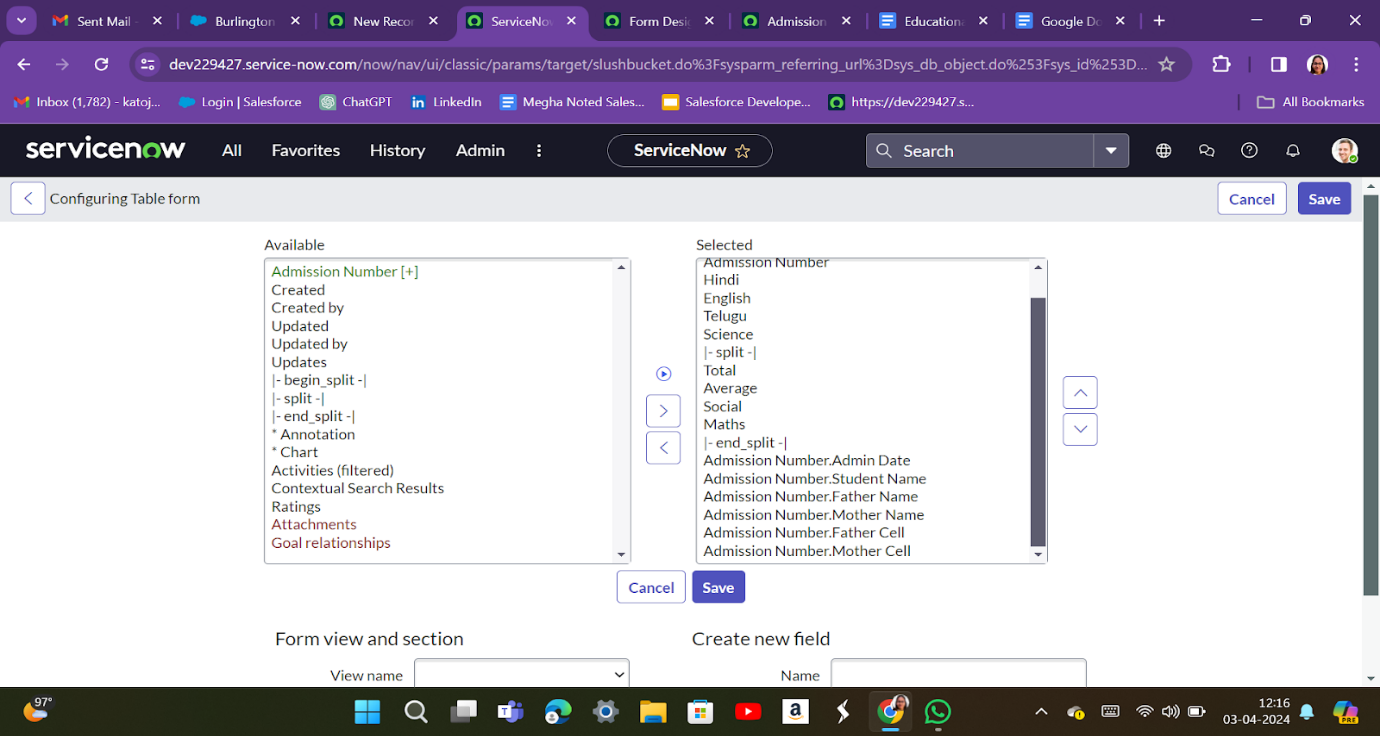
* In the Student Progress Table Page , Click on Layout form .



* Click on Admission Number [+] .

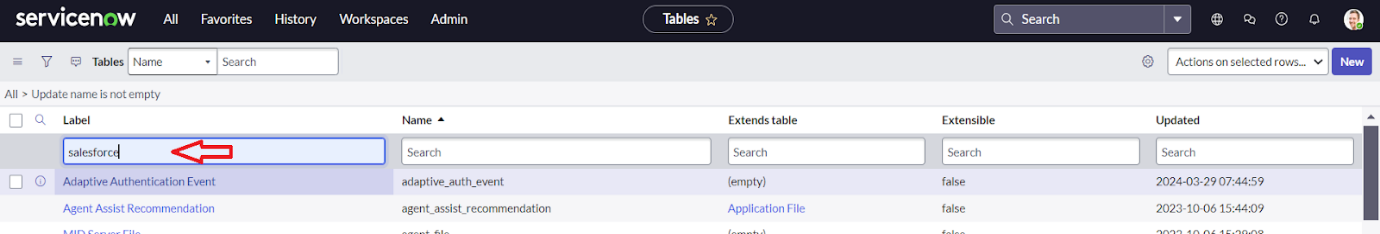


* Select below Admission Number fields in Available side and send it to selected side as below >> save.

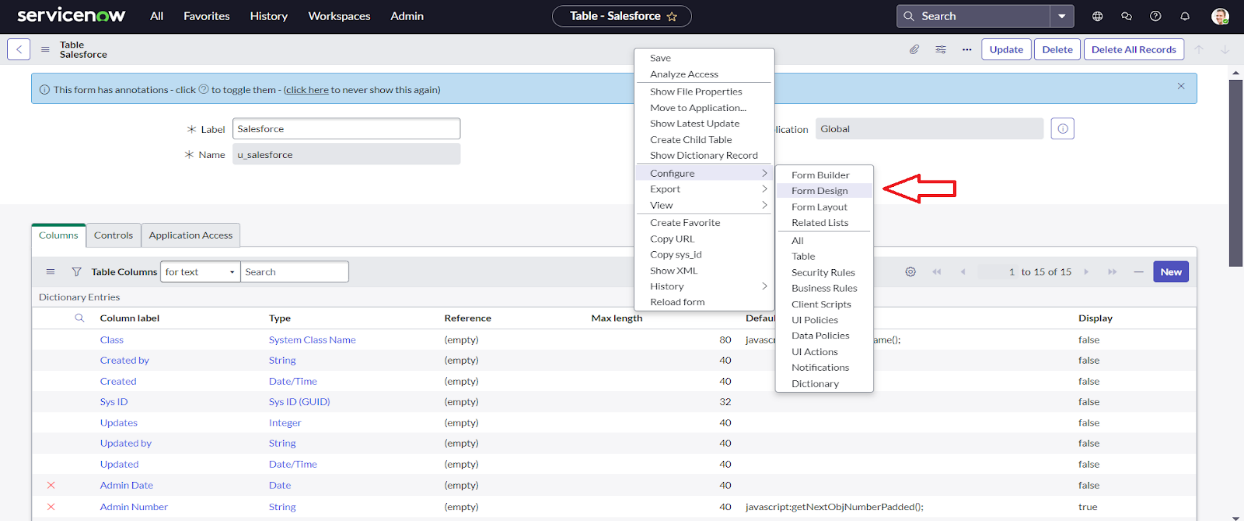


**Creating Form Design for Salesforce Table**

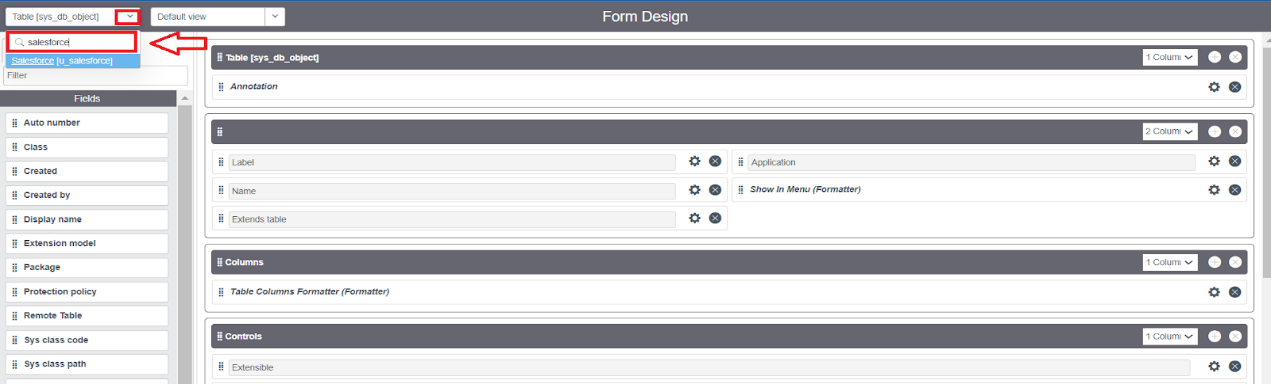
1. All >> System Definition >> Tables .
2. In Label Search for Salesforce and open .



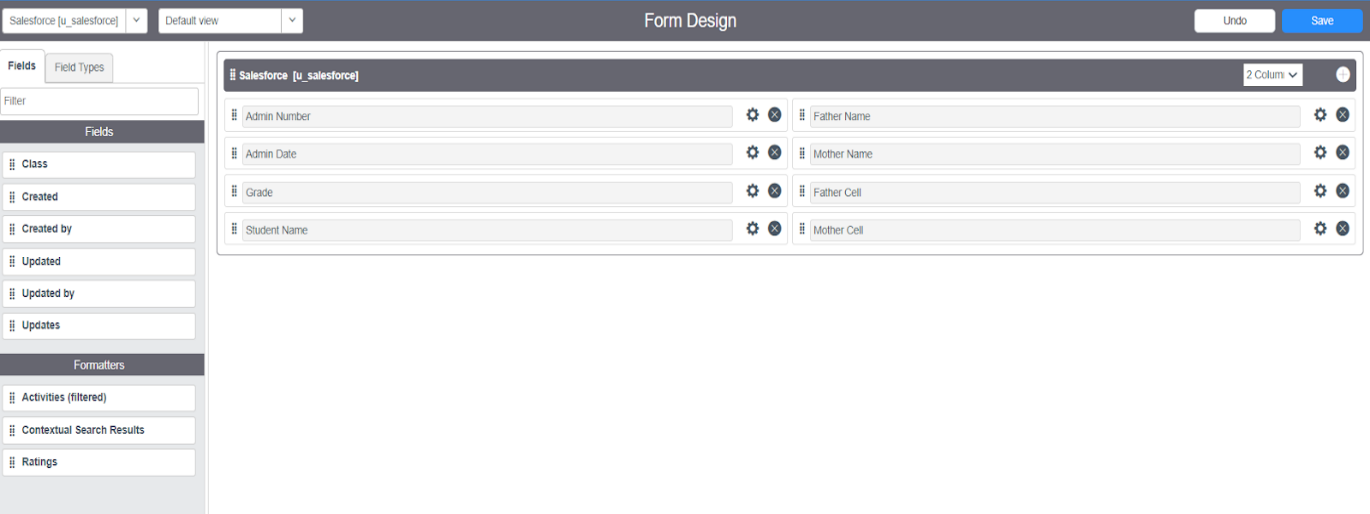
1. Right Click on top Toggle >> Configure >> Form Design.



1. In drop down select Salesforce(u\_salesforce).



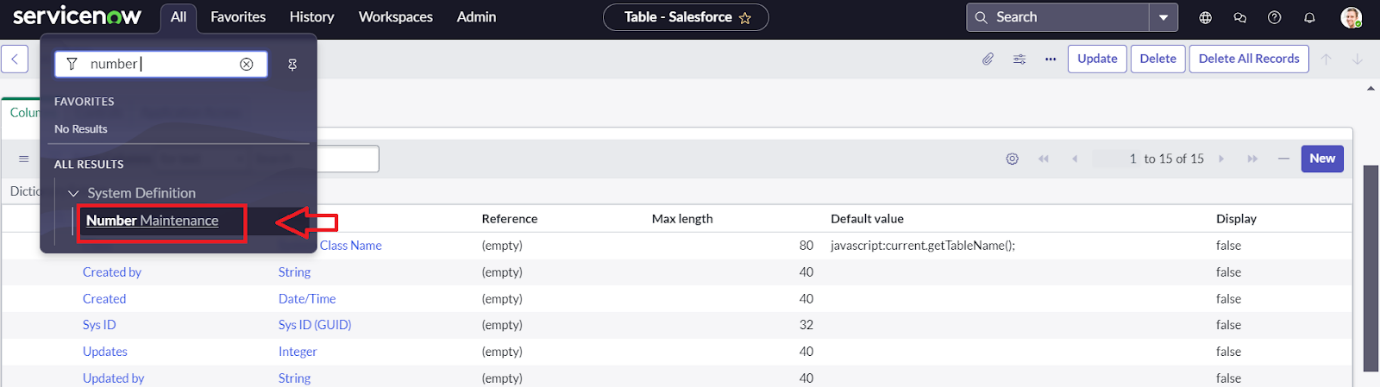
1. Drag and drop the fields to the left side as below.



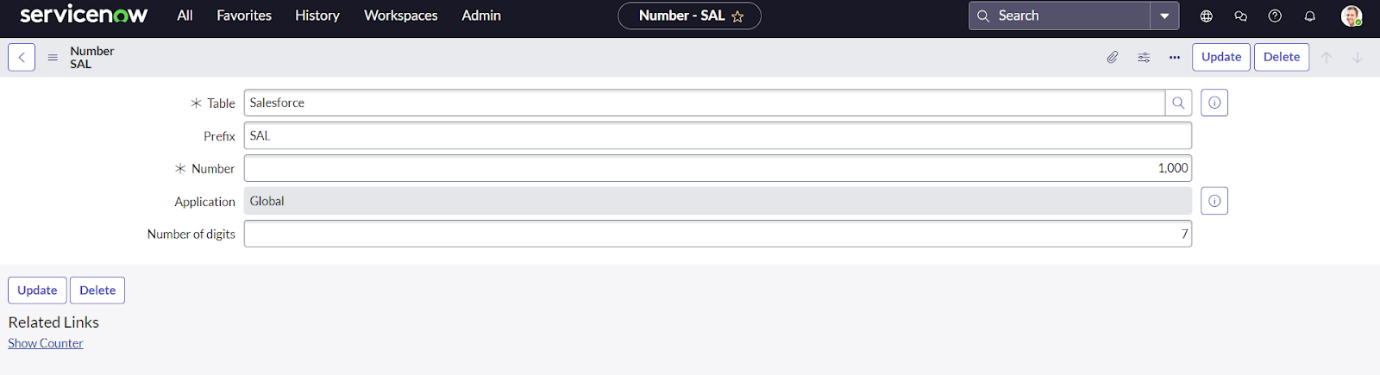
      6.Save.

**Creating Number Maintenance for Admin Number**

* All >> Number Maintenance >> New

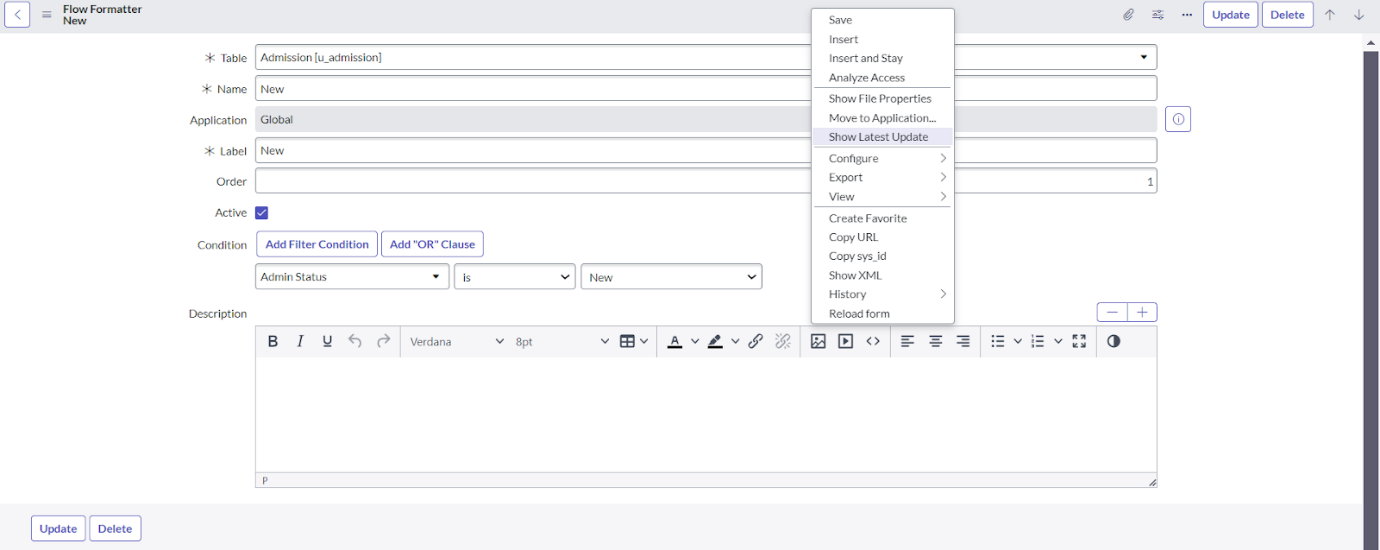


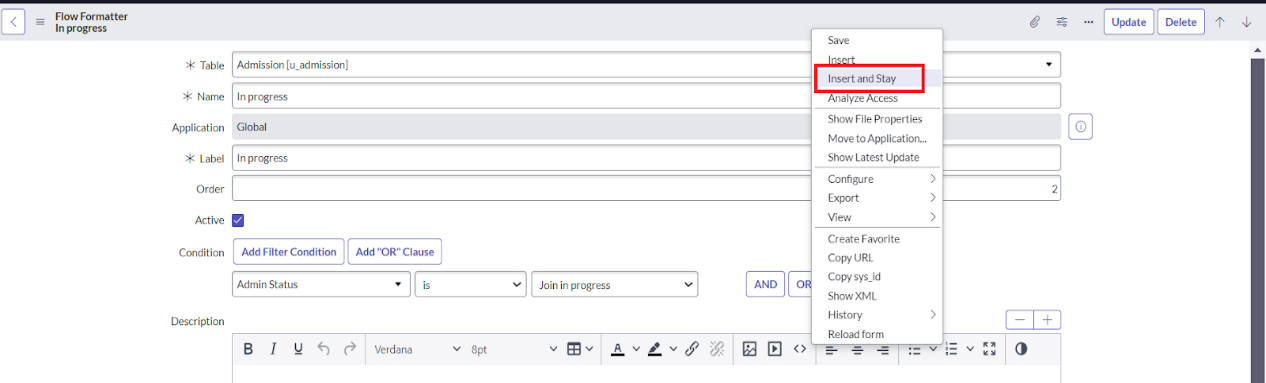
* Fill the details >> Submit.



**Creating Process Flow for Admission Table**

* All >> Process Flow>> New.
* Fill the Details as given Below



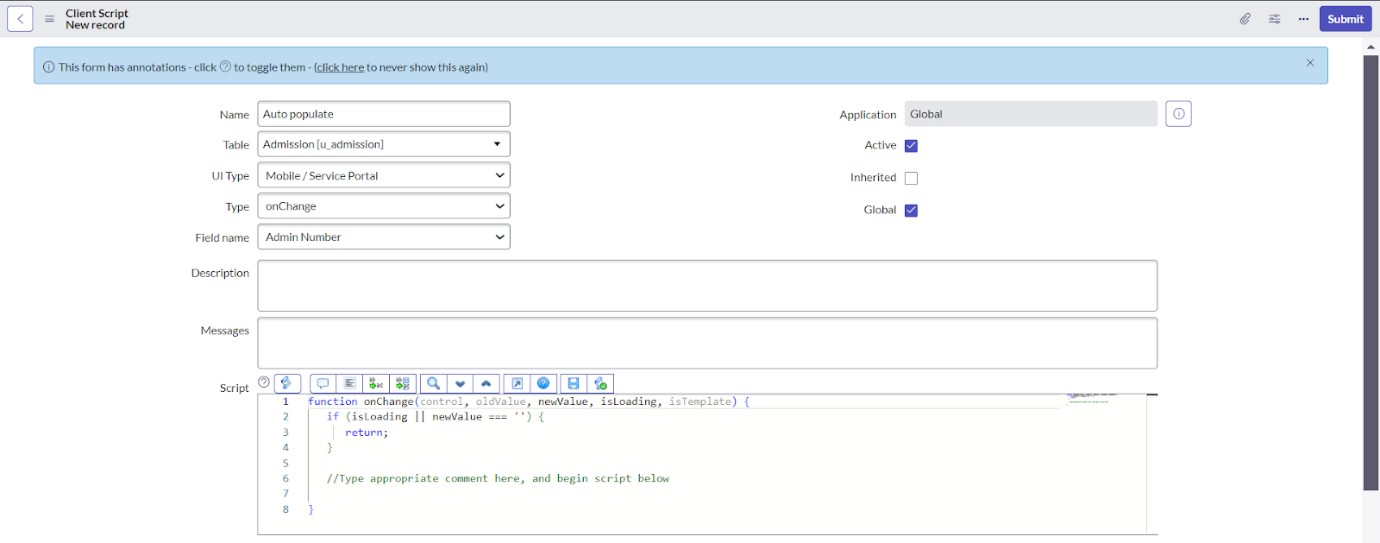
* Right Click on toggle and click on the save .
* Replace the Name and Label as below and click on Insert on stay.
* Replace the Name and Label in order and click on Insert on stay.

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

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

**Creating “Auto populate” Client Scripts for Admission Table**

* All >> Client Scripts >> New.
* 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;

   }

   //Type appropriate comment here, and begin script below

   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);

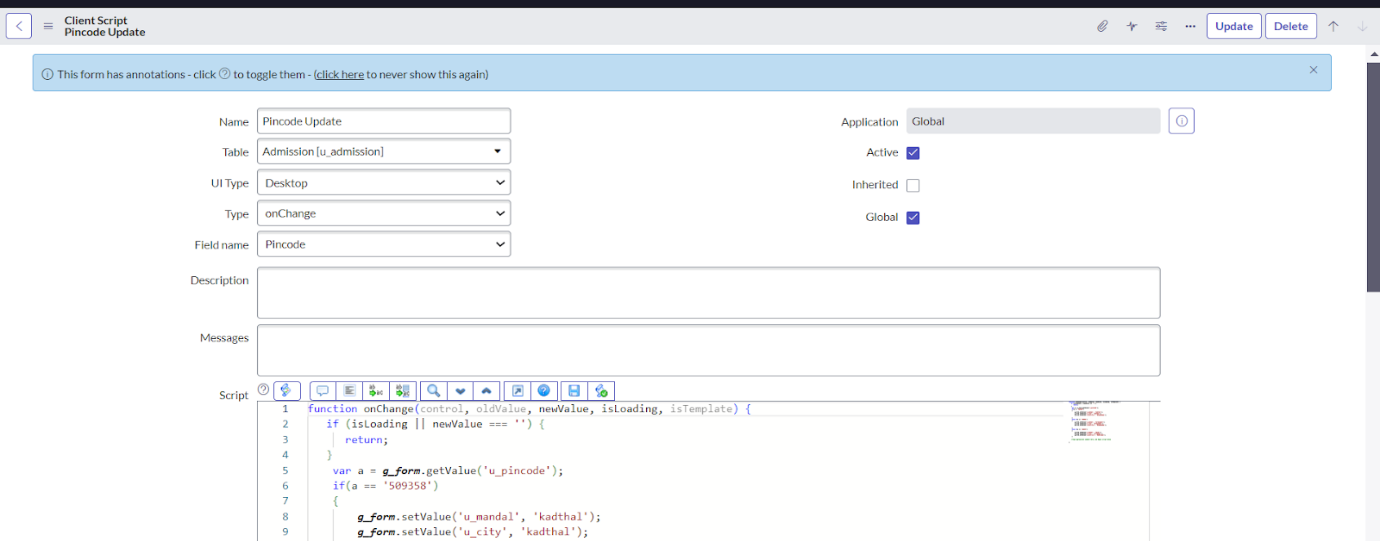
   g\_form.setDisabled('u\_mother\_cell',a.u\_mother\_cell);

}

**Note**: Make sure the Field names should be the same as you created .

**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');

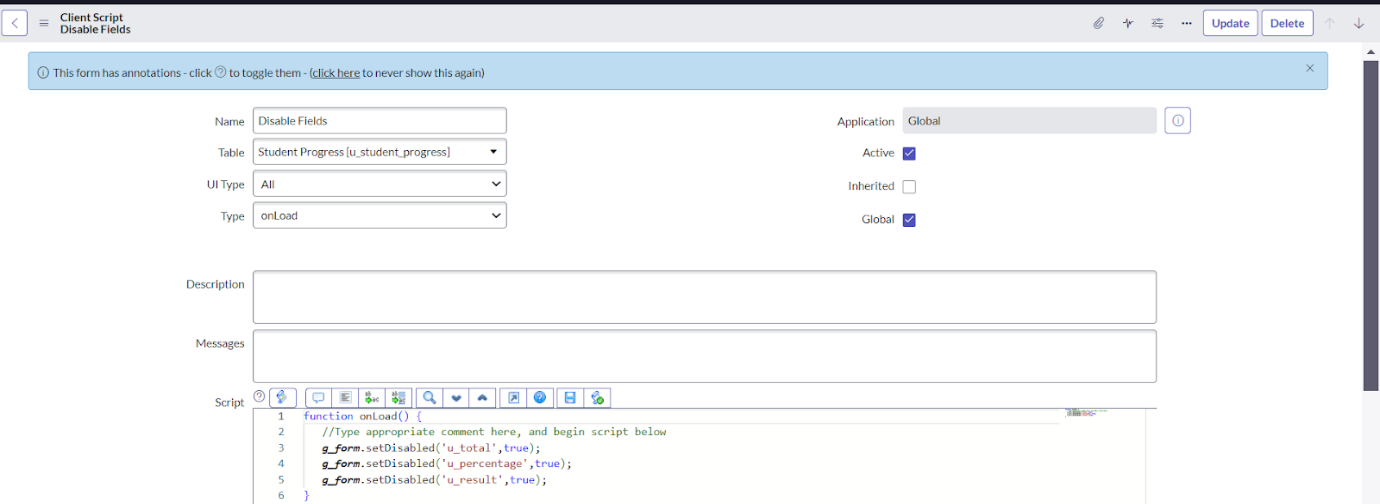
}

   //Type appropriate comment here, and begin script below

}

**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);

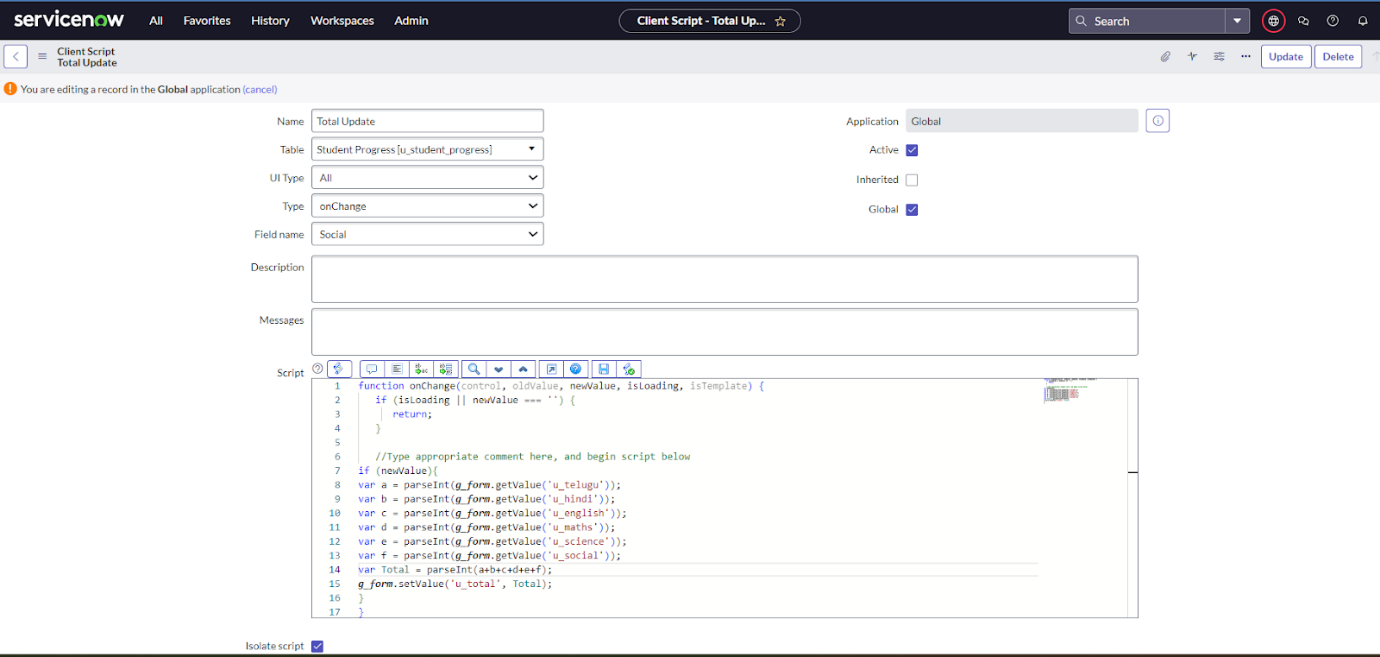
   g\_form.setDisabled('u\_percentage',true);

   g\_form.setDisabled('u\_result',true);

}

**Creating “Total Update” 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, 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);

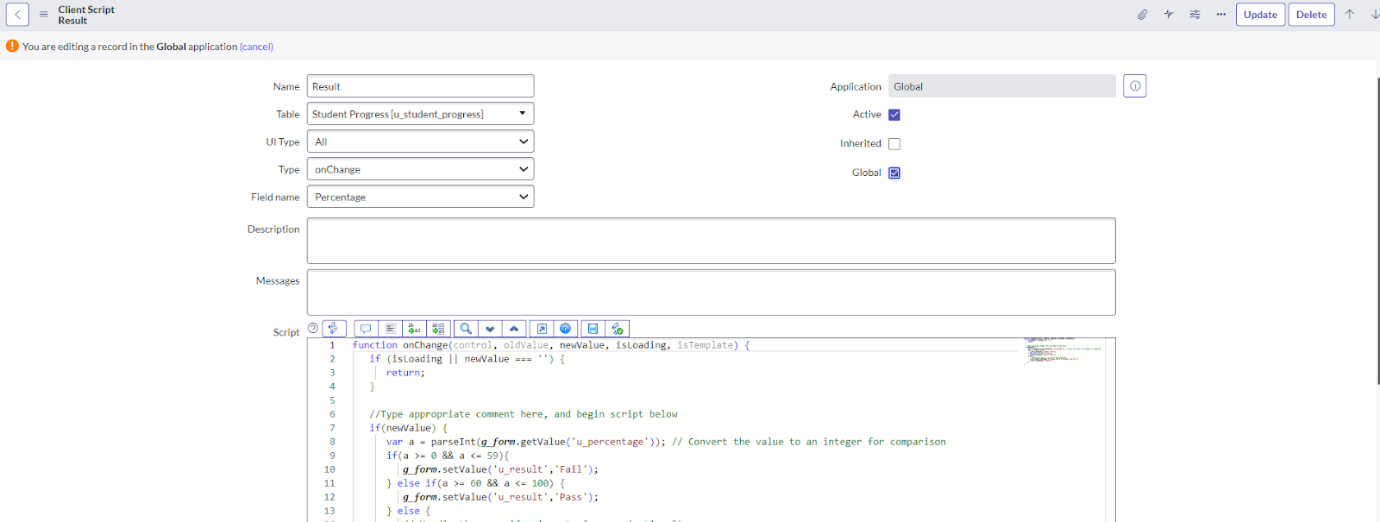
g\_form.setValue('u\_total', Total);

}

}

**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, 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');

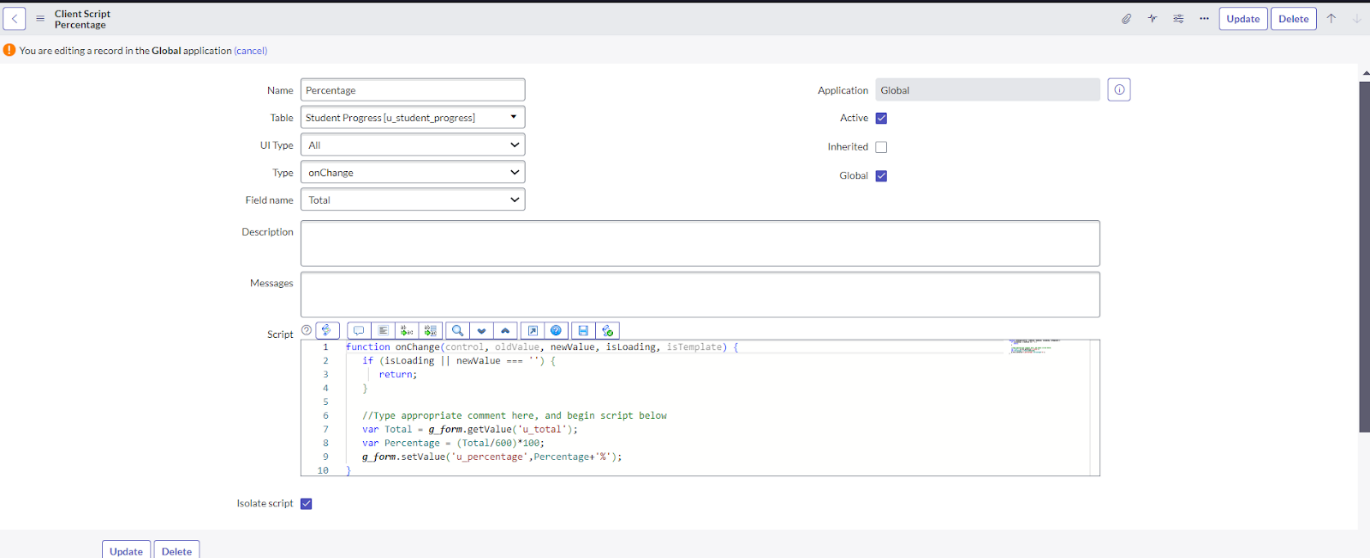
      }

   }

}

**Creating “Percentage” Client Scripts for Student progress Table**

* Fill the Details as given.



* 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');

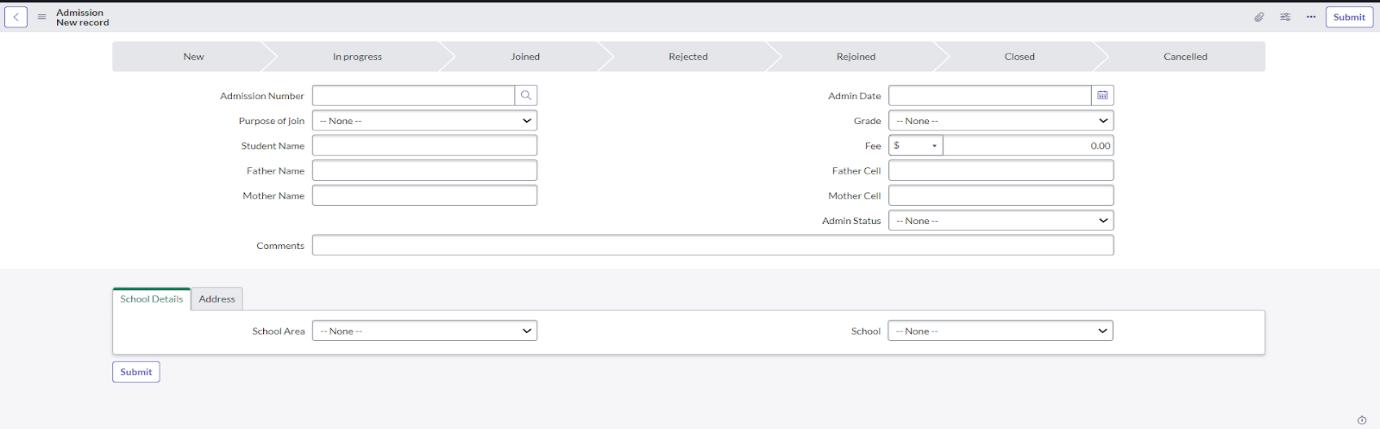
   var Percentage = (Total/600)\*100;

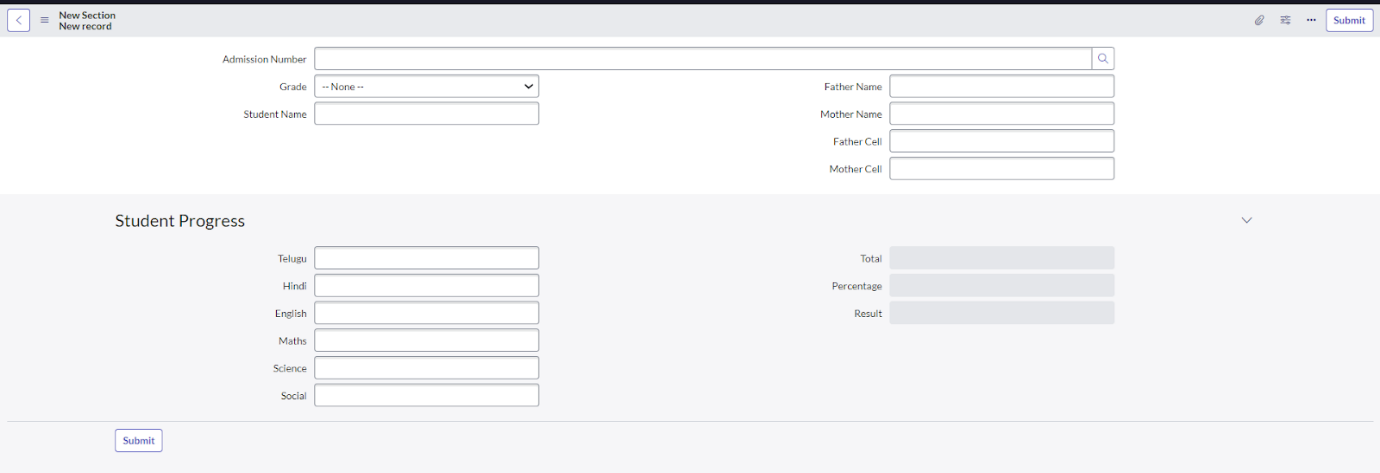
   g\_form.setValue('u\_percentage',Percentage+'%');

}

**Result**

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**CONCULSION:**

**Implementing ServiceNow in an educational organization brings significant value by streamlining administrative processes, improving communication, and enhancing service delivery for both students and staff. It centralizes requests such as IT support, facility management, and academic services into one user-friendly platform, reducing delays and errors. With its automation, workflow management, and data-driven insights, ServiceNow enables institutions to operate more efficiently, improve accountability, and provide a better user experience. Ultimately, it supports the organization’s mission of focusing more on education and student success rather than being burdened by manual or fragmented processes.**