

Project Report On

Recruiting Assistance For The HR Managers

INTRODUCTION

➤ Creation of Developer Org

- Go to developer.salesforce.com/
- Click on sign up
- On the sign up form, enter the following details:
- First Name & Last Name: PALLEPOGU & APARNA
- Email: pallepoguaparna9@gmail.com
- Role: Developer
- Company – College Name - Gayatri Degree College -TIRUPATI
- Country: India
- Postal Code – Pin Code :517501
- Username: pallepoguaparna@gdctirupati.com

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A full-featured copy of the Platform, for free

Complete the form to start your free trial. Our team will be in touch to help you make the most of your trial.

First Name*
Your first name

Last Name*
Your last name

Email*
Your email address

Role*
Your job role

Company*
Company Name

Country/Region*
Country/Region

Postal Code*
Your postal code

Username*
jane@company.sandbox

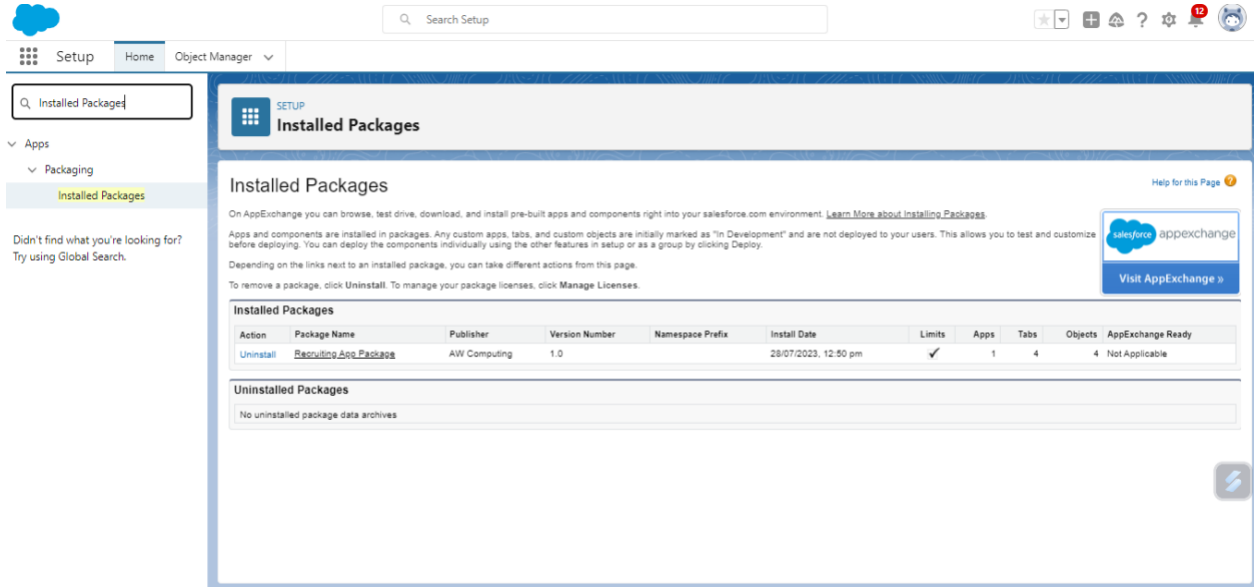
Your username must be in the form of an email address (it does not have to be real). It must be unique and cannot be associated with another Salesforce login member. Read more about username recommendations.

☐ I agree to the Salesforce Developer Program Terms of Service and Salesforce Program Agreement

Sign me up

Already have a Salesforce Developer Environment?
[Log in](#)

- Go to the Package Installation Link
- Select Install for Admins Only
- Click install

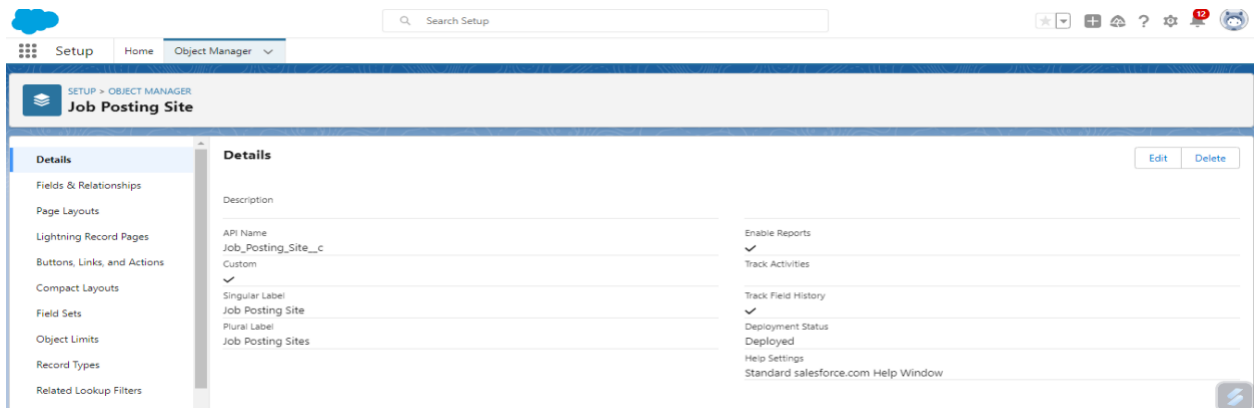


There are two kinds of object in Salesforce

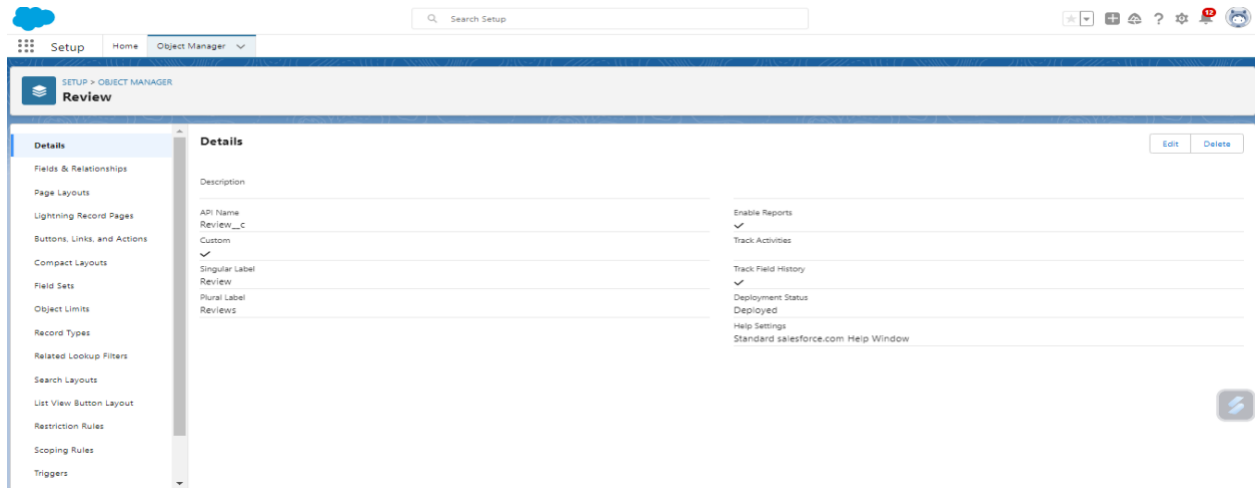
- Standard Object
- Custom Object

Here I Have Created Three Custom Objects. They are

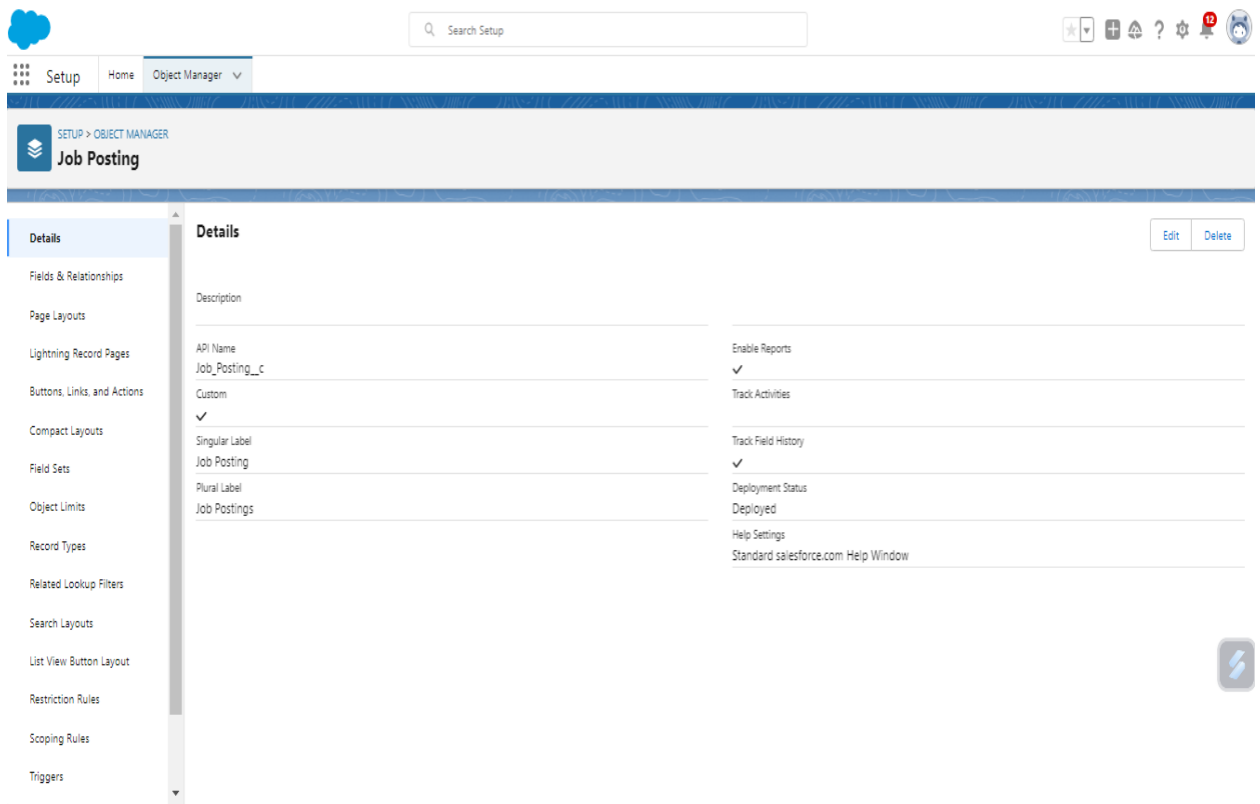
- Job Posting Sites
- Review
- Job Posting



I Created First One Job Posting Site



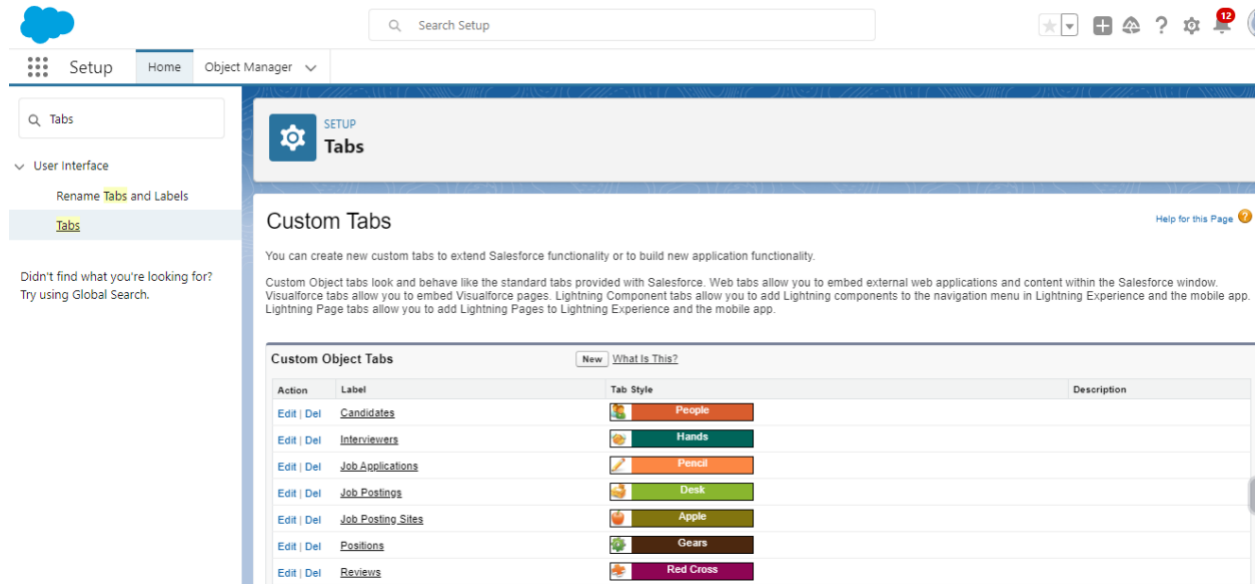
I Created One Review Object



I Created One Job Posting

➤ Tabs

Here I Have Created Three Tabs Name as Job Posting ,Review, Job posting



The screenshot shows the Salesforce Setup interface. On the left, the 'Setup' menu is open, and 'User Interface' is selected. Under 'User Interface', 'Rename Tabs and Labels' is chosen, and 'Tabs' is highlighted. The main content area is titled 'Custom Tabs' and includes a 'Help for this Page' link. Below the title, there is a description of custom tabs and a table of 'Custom Object Tabs'.

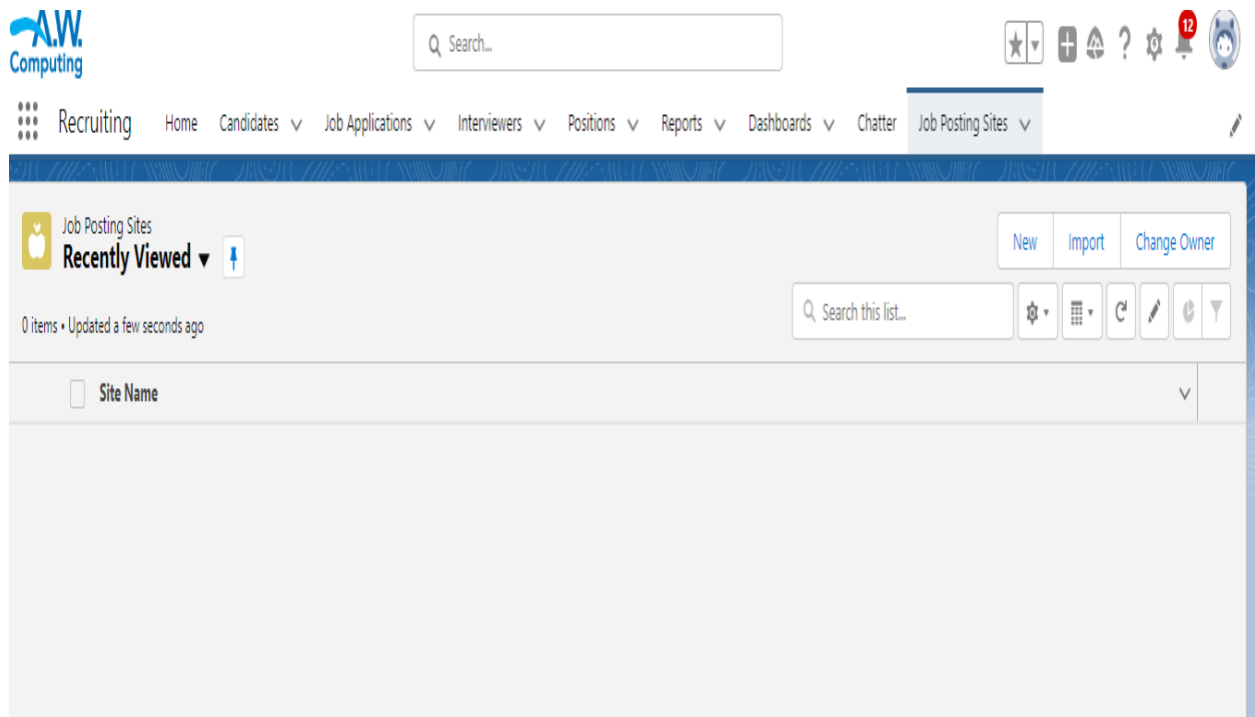
Action	Label	Tab Style	Description
Edit Del	Candidates	People	
Edit Del	Interviewers	Hands	
Edit Del	Job Applications	Pencil	
Edit Del	Job Postings	Desk	
Edit Del	Job Posting Sites	Apple	
Edit Del	Positions	Gears	
Edit Del	Reviews	Red Cross	

➤ Lightning App

There are two Types of Salesforce Applications

- Standard app
- Custom app

Here I Have Added Job Posting Sites Tab in Recruiting App

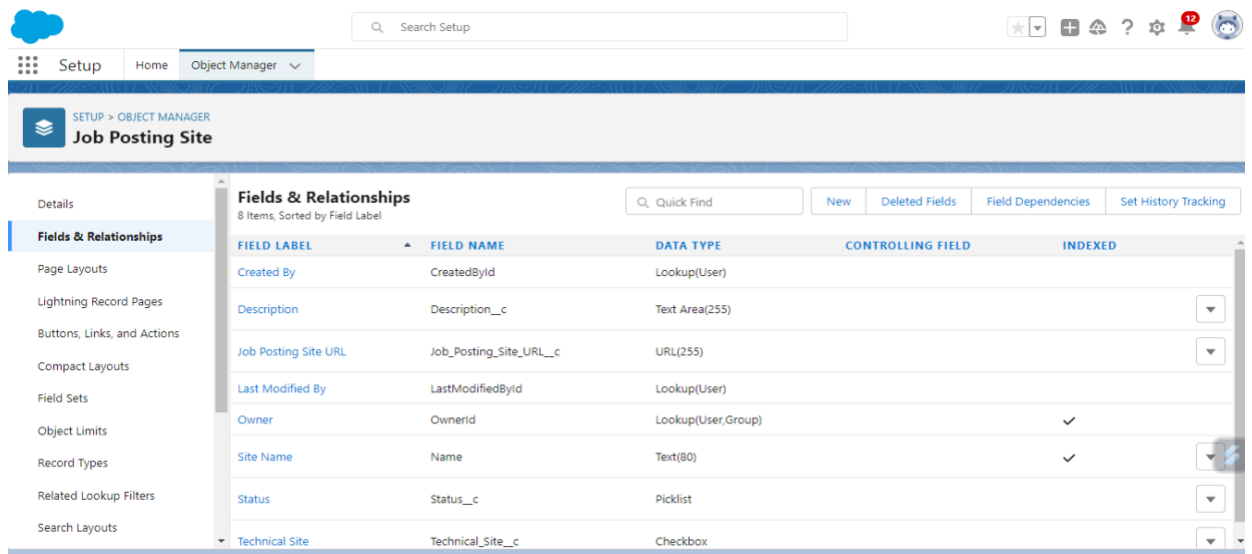


The screenshot shows the Salesforce Lightning App interface. The top navigation bar includes the 'Recruiting' app, 'Home', and several tabs: 'Candidates', 'Job Applications', 'Interviewers', 'Positions', 'Reports', 'Dashboards', 'Chatter', and 'Job Posting Sites'. The 'Job Posting Sites' tab is selected. The main content area shows a list of 'Job Posting Sites' with a 'Recently Viewed' section. The list is currently empty, showing '0 items • Updated a few seconds ago'. The list header includes a search bar and several action icons.

➤ Field And Relationships

In Job Posting Site Object I Had Created the Following Fields

- Job Posting Site URL
- Status
- Technical Site

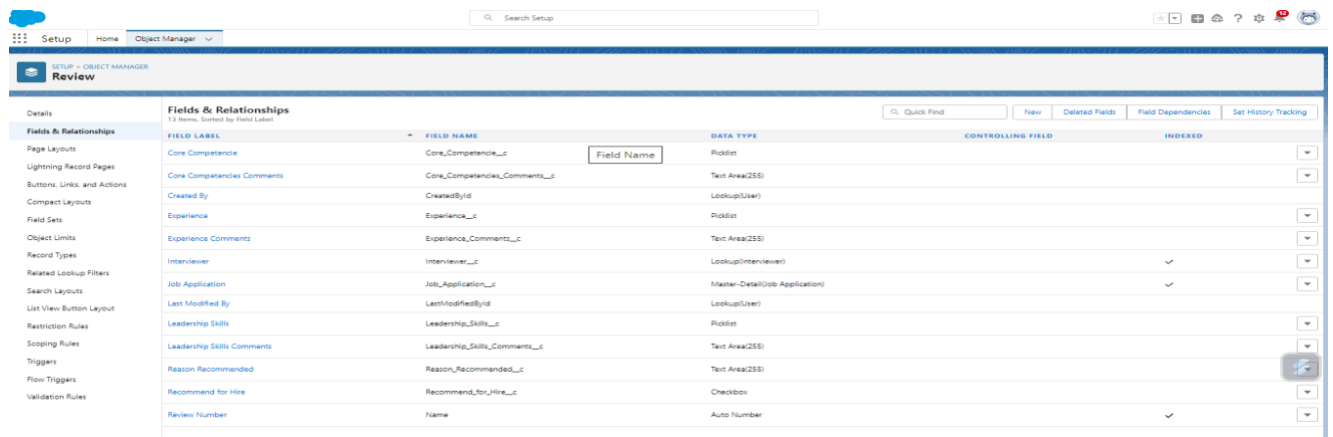


The screenshot shows the Salesforce Setup interface, specifically the Object Manager for the 'Job Posting Site' object. The 'Fields & Relationships' tab is selected, displaying a list of 8 fields. The fields are sorted by Field Label. The table includes columns for Field Label, Field Name, Data Type, Controlling Field, and Indexed. The fields listed are: Created By, Description, Job Posting Site URL, Last Modified By, Owner, Site Name, Status, and Technical Site.

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Created By	CreatedById	Lookup(User)		
Description	Description__c	Text Area(255)		
Job Posting Site URL	Job_Posting_Site_URL__c	URL(255)		
Last Modified By	LastModifiedById	Lookup(User)		
Owner	OwnerId	Lookup(User,Group)		✓
Site Name	Name	Text(80)		✓
Status	Status__c	Picklist		
Technical Site	Technical_Site__c	Checkbox		

In Review Object

- Core Competencies
- Core Competencies Comments
- Recommend For Hire
- Reason Recommended
- Interviewer
- Job Application



The screenshot shows the Salesforce Setup interface, specifically the Object Manager for the 'Review' object. The 'Fields & Relationships' tab is selected, displaying a list of 13 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: Core Competency, Core Competencies Comments, Created By, Experience, Experience Comments, Interviewer, Job Application, Last Modified By, Leadership Skills, Leadership Skills Comments, Reason Recommended, Recommend for Hire, and Review Number.

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Core Competency	Core_Competency__c	Picklist		
Core Competencies Comments	Core_Competencies_Comments__c	Text Area(255)		
Created By	CreatedById	Lookup(User)		
Experience	Experience__c	Picklist		
Experience Comments	Experience_Comments__c	Text Area(255)		
Interviewer	Interviewer__c	Lookup(Interviewer)		✓
Job Application	Job_Application__c	Master-Detail(Job Application)		✓
Last Modified By	LastModifiedById	Lookup(User)		
Leadership Skills	Leadership_Skills__c	Picklist		
Leadership Skills Comments	Leadership_Skills_Comments__c	Text Area(255)		
Reason Recommended	Reason_Recommended__c	Text Area(255)		
Recommend for Hire	Recommend_for_Hire__c	Checkbox		
Review Number	Name	Auto Number		✓

➤ Page Layout

Modifying The Page Layouts

- From setup, click on object manager.
- Click position, then page layouts.
- Click down arrow next to the position layout and select edit.
- Scroll down to the job posting related list, and click the wrench icon in the header to edit it.
- From the available fields section, select
 - Job posting site : Status
 - Job posting site : Technical Site
- Click add.
- From the selected fields section, select job posting : Job posting number and click remove
- Click ok, then save

The screenshot displays the Salesforce Setup interface. The left sidebar shows the navigation menu with 'Page Layouts' selected. The main content area shows the 'Position' object with the 'Page Layouts' tab active. A 'Related List Properties - Job Postings' dialog box is open, showing the 'Columns' section. The 'Available Fields' list includes 'Job Posting Site: Created Alias', 'Job Posting Site: Created By', 'Job Posting Site: Created Date', 'Job Posting Site: Description', 'Job Posting Site: Job Posting Site U', 'Job Posting Site: Last Modified Alias', 'Job Posting Site: Last Modified By', and 'Job Posting Site: Last Modified Date'. The 'Selected Fields' list includes 'Job Posting Site: Status' and 'Job Posting Site: Technical Site'. The 'Sort By' dropdown is set to '-Default-', and the 'Ascending' radio button is selected. The 'Buttons' section is also visible at the bottom of the dialog box.

➤ Validation Rule

The screenshot shows the Salesforce Setup interface. The breadcrumb trail is **SETUP > OBJECT MANAGER**. The page title is **Candidate**. On the left sidebar, the following menu items are visible: Details, Fields & Relationships, Page Layouts, Lightning Record Pages, and Buttons, Links, and Actions. The main content area is titled **Validation Rules** and shows 1 item, sorted by Rule Name. A table lists the validation rules:

RULE NAME	ERROR LOCATION	ERROR MESSAGE	ACTIVE	MODIFIED BY
Phone_number_validation_rule	City	Please give a valid phone number	✓	Aparna Pallepogu, 02/08/2023, 4:35 pm

A **New** button is located in the top right corner of the table.

➤ Profiles

Creating profiles for Event user profiles and HR profiles

The screenshot shows the Salesforce Profiles page. The breadcrumb trail is **All Profiles**. The page title is **Profiles**. The table lists the profiles:

Action	Profile Name ↑	User License	Custom
Edit Clone	Customer Community User	Customer Community	<input type="checkbox"/>
Edit Clone	Customer Portal Manager Custom	Customer Portal Manager Custom	<input type="checkbox"/>
Edit Clone	Customer Portal Manager Standard	Customer Portal Manager Standard	<input type="checkbox"/>
Edit Del ...	Event user profile	Salesforce	<input checked="" type="checkbox"/>
Edit Clone	External Apps Login User	External Apps Login	<input type="checkbox"/>
Edit Clone	External Identity User	External Identity	<input type="checkbox"/>

The screenshot shows the Salesforce Profiles page. The breadcrumb trail is **All Profiles**. The page title is **Profiles**. The table lists the profiles:

Action	Profile Name ↑	User License	Custom
Edit Clone	High Volume Customer Portal	High Volume Customer Portal	<input type="checkbox"/>
Edit Clone	High Volume Customer Portal User	High Volume Customer Portal	<input type="checkbox"/>
Edit Del ...	HR Profile	Salesforce	<input checked="" type="checkbox"/>

➤ Users

Here I have Created two users Sanjay Gupta and Abhilash Garapati All Users

On this page you can create, view, and manage users.

In addition, download SalesforceA to view and edit user details, reset passwords, and perform other administrative tasks from your mobile devices: [iOS](#) | [Android](#)

View: All Users [Edit](#) | [Create New View](#)

[A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [Q](#) [R](#) [S](#) [T](#) [U](#) [V](#) [W](#) [X](#) [Y](#) [Z](#) [Other](#) [All](#)

<input type="checkbox"/>	Action	Full Name ↑	Alias	Username	Role	Active	Profile
<input type="checkbox"/>	Edit	Chatter Expert	Chatter	chatty.00d5j00000c9yrzeav.lvvdfdxmlennr@chatter.salesforce.com		✓	Chatter Free User
<input type="checkbox"/>	Edit	Garapat, Abhilash	Agara	abhilash04@thesmartbridge.com		✓	Interviewer
<input type="checkbox"/>	Edit	Gupta, Sanjay	Sanj	sanjaygupta13@thesmartbridge.com		✓	HR Profile
<input type="checkbox"/>	Edit	Pallepogu, Aarna	APall	pallepoguaoarna@odctrpuati.com		✓	System Administrator
<input type="checkbox"/>	Edit	User Integration	integ	integration@00d5j00000c9yrzeav.com		✓	Analytics Cloud Integration User
<input type="checkbox"/>	Edit	User Security	sec	insightssecurity@00d5j00000c9yrzeav.com		✓	Analytics Cloud Security User

[New User](#) [Reset Password\(s\)](#) [Add Multiple Users](#)

➤ Permission Set

Permission Sets

On this page you can create, view, and manage permission sets.

In addition, you can use the SalesforceA mobile app to assign permission sets to a user. Download SalesforceA from the App Store or Google Play: [iOS](#) | [Android](#)

All Permission Sets [Edit](#) | [Delete](#) | [Create New View](#)

[New](#) [↕](#)

[A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [Q](#) [R](#) [S](#) [T](#) [U](#) [V](#) [W](#) [X](#) [Y](#) [Z](#) [Other](#) [All](#)

<input type="checkbox"/>	Action	Permission Set Label ↑	Description	License
<input type="checkbox"/>	Clone	FieldServiceMobileStandardPermSet	Give your mobile workforce access to the Field Service m...	Field Service Mobile
<input type="checkbox"/>	Del Clone	Hr Recruiter		

➤ User Adoption

AW Computing

[Recruiting](#) [Home](#) [Candidates](#) [Job Applications](#) [Interviewers](#) [Positions](#) [Reports](#) [Dashboards](#) [Chatter](#) [Job Posting Sites](#)

Positions [Recently Viewed](#) [New](#) [Import](#) [Change Owner](#)


2 items • Updated a few seconds ago








<input type="checkbox"/>	Title
1	Awesome Sales Rep
2	Super Sales Rep


➤ Reports

Create A Report For


- Job Application with Positions
- Job Posting Sites with Position and Position



 Recruiting
 Home
 Candidates
 Job Applications
 Interviewers
 Positions
 Reports
 Dashboards
 Chatter
 Job Posting Sites


Reports
 Recent
 2 items








[New Report](#)
[New Folder](#)



REPORTS	Report Name	Description	Folder	Created By	Created On	Subscribed
Recent	Job Posting Sites With Job Positions		Private Reports	Apama Pallepogu	2/8/2023, 6:08 pm	
Created by Me	Job application with position		Private Reports	Apama Pallepogu	2/8/2023, 5:59 pm	

➤ DashBoard


- Job application with position



 Recruiting
 Home
 Candidates
 Job Applications
 Interviewers
 Positions
 Reports
 Dashboards
 Chatter
 Job Posting Sites

Dashboards
 Recent
 1 item

[New Dashboard](#)
[New Folder](#)


DASHBOARDS	Dashboard Name	Description	Folder	Created By	Created On	Subscribed
Recent	Job application with position		Private Dashboards	Apama Pallepogu	2/8/2023, 5:46 pm	

➤ View Reports and Dashboard

Here we can view our reports and dashboards

AW Computing

Search...

Recruiting Home Candidates Job Applications Interviewers Positions Reports Dashboards Chatter Job Posting Sites

Reports

Recent

2 items

Search recent reports... New Report New Folder

REPORTS	Report Name	Description	Folder	Created By	Created On	Subscribed
Recent	Job Posting Sites With Job Positions		Private Reports	Aparna Pallepogu	2/8/2023, 6:08 pm	
Created by Me	Job application with position		Private Reports	Aparna Pallepogu	2/8/2023, 5:59 pm	

AW Computing

Search...

Recruiting Home Candidates Job Applications Interviewers Positions Reports Dashboards Chatter Job Posting Sites

Report: Job Applications with Position

Job application with position

Enable Field Editing Add Chart Edit

Total Records: 2

Position: Created Date	Job Application: Job Application Name	Position: Title	Position: Location	Stage	Status
02/08/2023 (2)	APP-00001	Awesome Sales Rep	US	New	Open
	APP-00000	Super Sales Rep	US	Phone Screen	Open
Subtotal					
Total (2)					

AW Computing

Search...

Recruiting Home Candidates Job Applications Interviewers Positions Reports Dashboards Chatter Job Posting Sites

Job application with position

Component Filter Save Done

Job application with position

Recent Count

2

02/08/2023

Position: Created Date

View Report (Job application with position)

