

## **INTRODUCTION:**

Food wastage is a major concern globally, especially in countries where millions of people struggle with hunger and poverty. Every day, a large amount of edible food is discarded from households, restaurants, events, and other establishments. At the same time, countless individuals go to bed hungry, lacking even a single nutritious meal.

## **AIM:**

The project "**To Supply Leftover Food to Poor**" aims to bridge this gap by collecting surplus or leftover food and distributing it to those in need. This initiative is driven by two core goals: reducing food wastage and addressing hunger in underprivileged communities.

By creating a network of donors (restaurants, caterers, households) and coordinating with volunteers and NGOs, the project seeks to ensure that excess food reaches the hungry instead of going to landfills. The emphasis will be on maintaining food safety, quick distribution, and creating a sustainable model that can be replicated in other areas.

This project not only provides meals to the poor but also fosters a sense of social responsibility and community engagement. It turns waste into hope — one meal at a time.

By turning surplus food into a source of nourishment for the needy, this initiative hopes to inspire compassion, responsibility, and a shared commitment to ending hunger. Ultimately, this project envisions a world where no food is wasted and no one sleeps hungry.

## MILESTONE-1

### Creating Developer Account:

1. Go to <https://www.salesforce.com/form/developer-signup/>
2. Click on sign up.
3. On the sign\_upform, enter the following details:

The screenshot shows the Salesforce Developer Edition sign-up page. The left side features a dark blue header with the Salesforce logo and the text "Build enterprise-quality apps fast and get hands-on with Agentforce and Data Cloud." Below this, there's a list of benefits: "Sign up for your Developer Edition." followed by a bulleted list: "Build apps fast with drag-and-drop tools", "Go further with Apex code", "Build AI agents with Agentforce", "Harmonize your data with Data Cloud", "Ground Agentforce with structured and unstructured data", and "Integrate with anything using APIs". The right side contains the sign-up form fields: "First name" (SHREE RAMYA), "Last name" (MANDAPALLI), "Job title" (DEVELOPER), "Work email" (shreeramya1208@gmail.com), "Company" (Gayatri Degree college), and "Country/Region" (India). At the bottom, there's a checkbox for agreeing to the "Main Services Agreement – Developer Services and Salesforce Program Agreement" and a note about org migration.

Sign up for your Developer Edition	
A free Salesforce Platform environment with Agentforce and Data Cloud	
First name	Last name
SHREE RAMYA	MANDAPALLI
Job title	Work email
DEVELOPER	shreeramya1208@gmail.com
Company	Country/Region
Gayatri Degree college	India

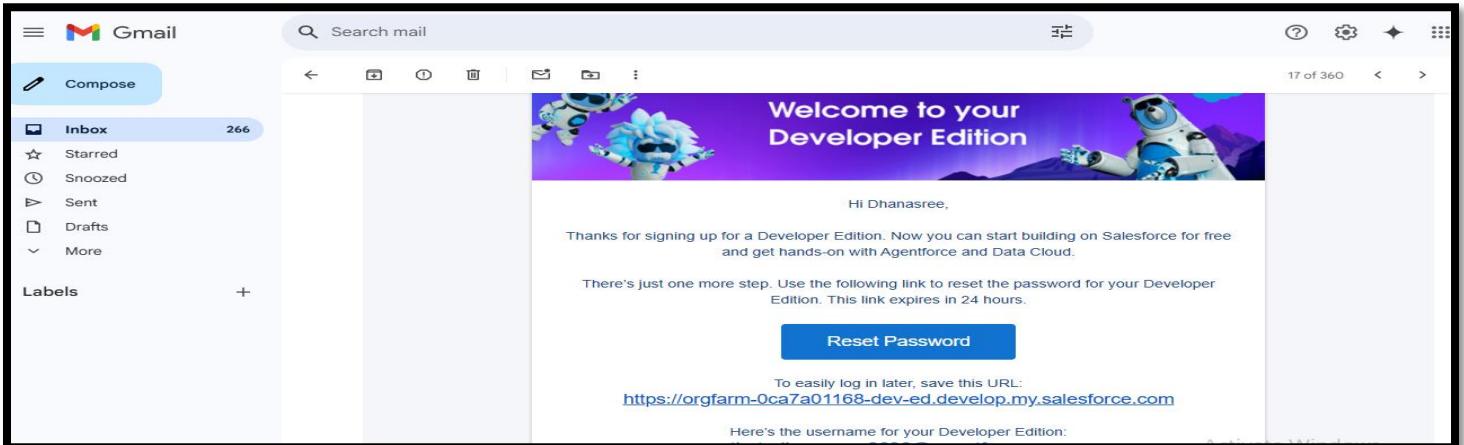
Your org may be provisioned on or migrated to Hyperforce, Salesforce's public cloud Infrastructure.

I agree to the [Main Services Agreement – Developer Services and Salesforce Program Agreement](#). I acknowledge, as described in the

- First name & Last name: RAMYA SHREE & MANDAPALLI
- Job title: Developer
- Email: shreeramya1208@gmail.com
- Company: GAYATRI DEGREE COLLEGE TIRUPATI
- County: India

4. Click on sign up after filling this

## Account Activation:

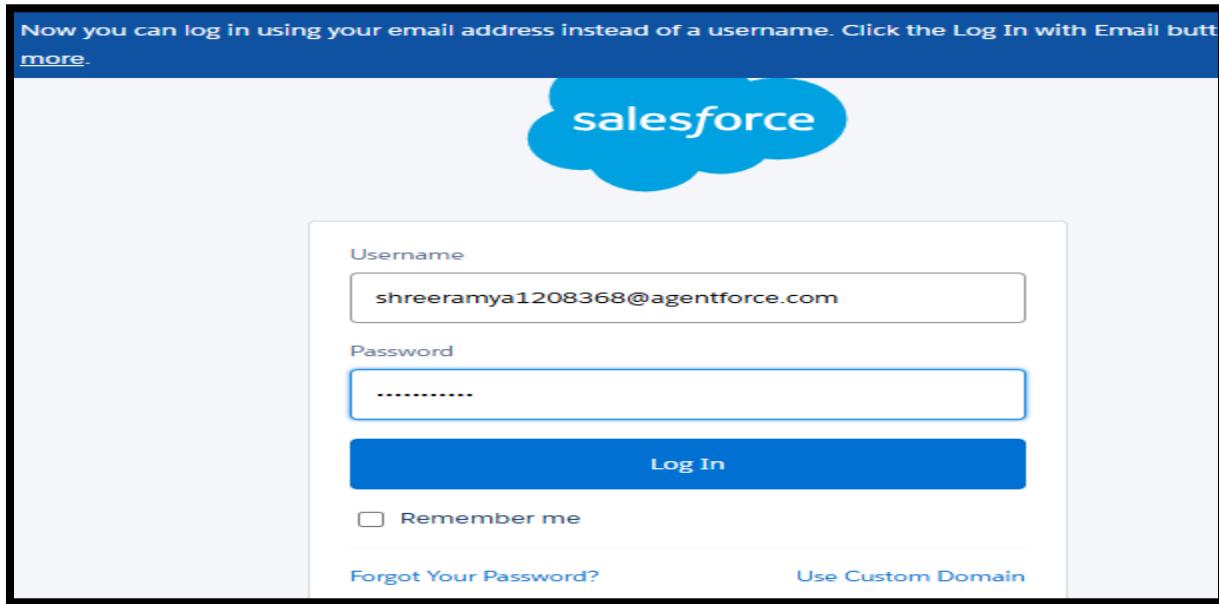


## Developer Org Mail Verification

### 6. Login to your Salesforce Org

Salesforce Login: <https://login.salesforce.com>

### To Supply Leftover Food TO Poor (Salesforce Developer)



Developer Org Login Screen

## Milestone-02

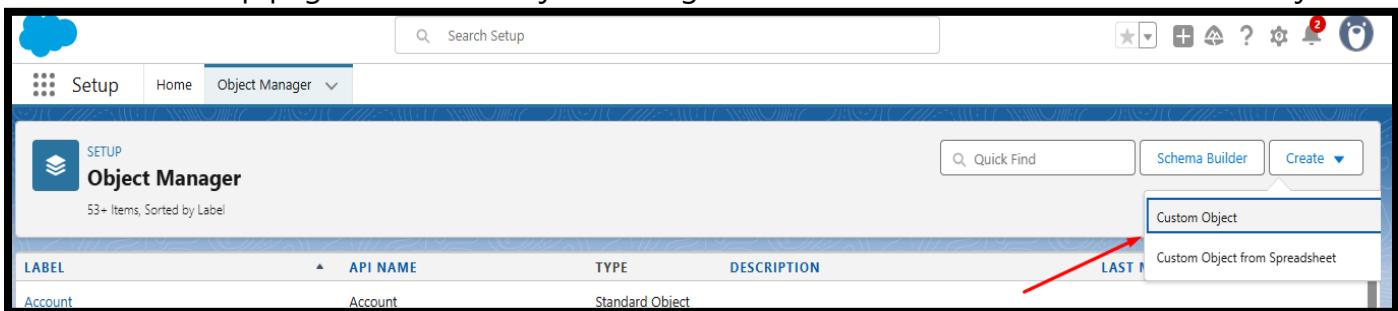
### Objects

To Navigate to Setup page:



To create an object:

1. From the setup page > Click on Object Manager > Click on Create > Click on Custom Object



2. On Custom object defining page:

3. Enter the label name, plural label name, click on Allow reports, Allow search.

A screenshot of the 'New Custom Object' definition edit page. It shows fields for 'Label' (Account) and 'Plural Label' (Accounts). There are checkboxes for 'Starts with vowel sound' and 'Allow reports' (which is checked). The 'Object Name' field is also present.

4. Click on Save.

## Create Venue Object

To create an object:

1. From the setup page >> Click on Object Manager >> Click on Create >> Click on Custom Object.

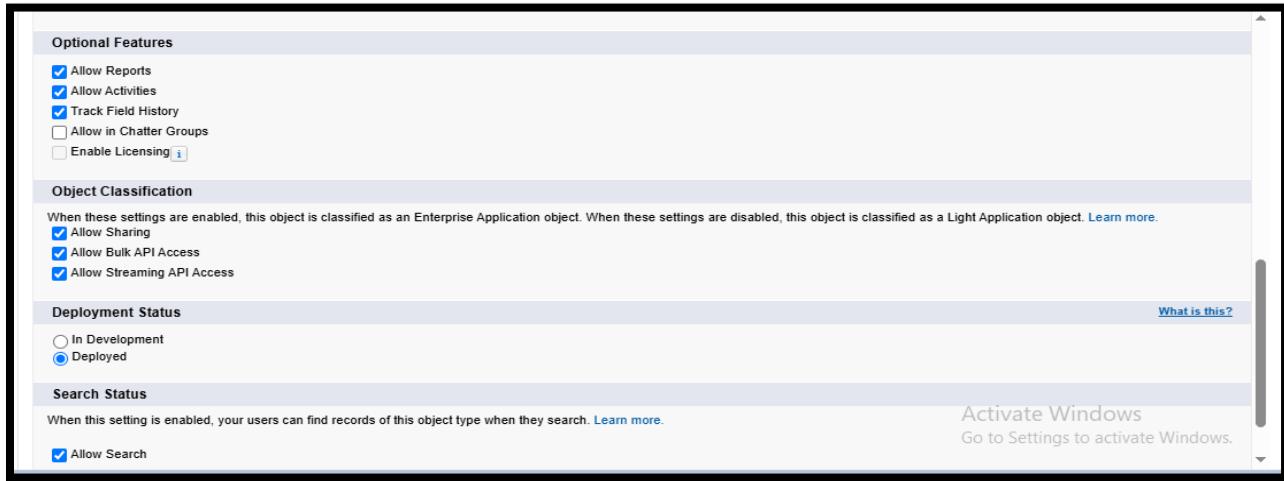
The screenshot shows the Salesforce Object Manager interface. At the top, there are tabs for Setup, Home, and Object Manager. Below the tabs, there's a search bar and a toolbar with various icons. On the right side of the toolbar, there's a 'Create' button with a dropdown arrow. A red arrow points from the text above to this 'Create' button. The main area displays a table with columns: LABEL, API NAME, TYPE, and DESCRIPTION. One row is visible for the 'Account' object. On the far right of the table, there are buttons for 'LAST' and 'Custom Object from Spreadsheet'.

1. Enter the label name Venue
2. Plural label name Venues

The screenshot shows the 'Custom Object Definition Edit' screen for the 'Venue' object. On the left, there's a sidebar with options like Details, Fields & Relationships, Page Layouts, Lightning Record Pages, Buttons, Links, and Actions, Compact Layouts, Field Sets, Object Limits, and Record Types. The main panel shows the 'Venue' object details. It has sections for 'Custom Object Information' and 'Object Name'. In the 'Custom Object Information' section, the 'Label' field is set to 'Venue' and the 'Plural Label' field is set to 'Venues'. The 'Object Name' field is also set to 'Venue'. There are notes about changing labels affecting integrations and merge templates, and a checkbox for 'Starts with vowel sound'.

3. Enter Record Name Label and Format
  - Record Name : Venue Name
  - Data Type : Text
2. Click on Allow reports and Track Field History, Allow Activities.

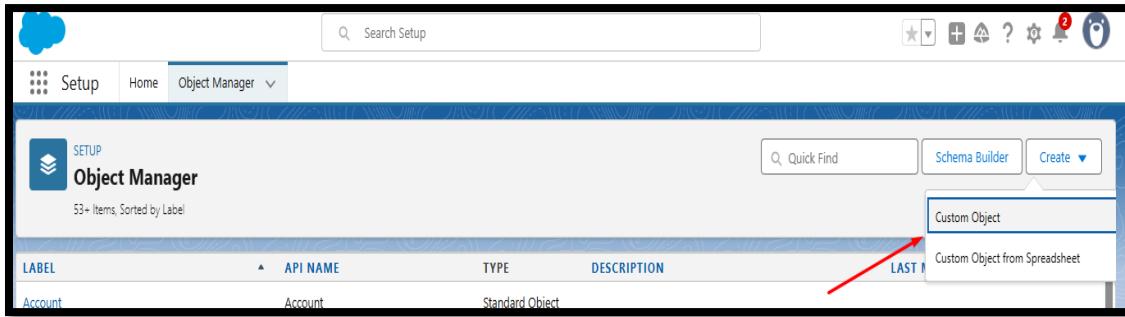
3. Allow search >> Save.



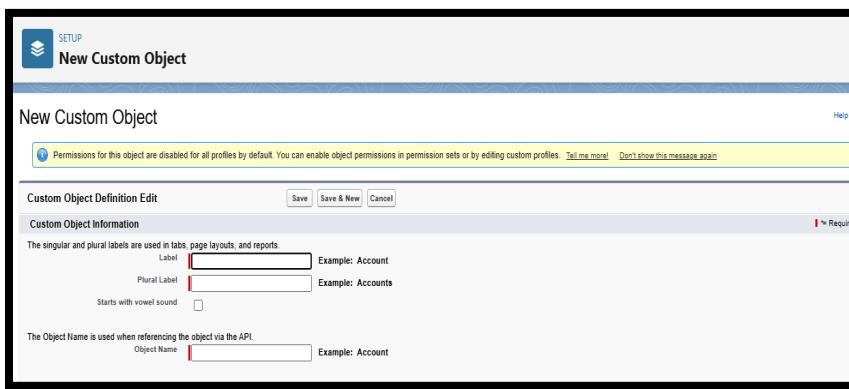
## Create Drop-Off Point Object:

To create an object:

1. From the setup page >> Click on Object Manager >> Click on Create >> Click on Custom Object.



1. Enter the label name >> Drop-Off Point
2. Plural label name>> Drop-Off Points
3. Enter Record Name Label and Format



- Record Name >> Drop-Off point Name
  - Data Type >> Text
2. Click on Allow reports and Track Field History,Allow Activities
  3. Allow search >> Save.



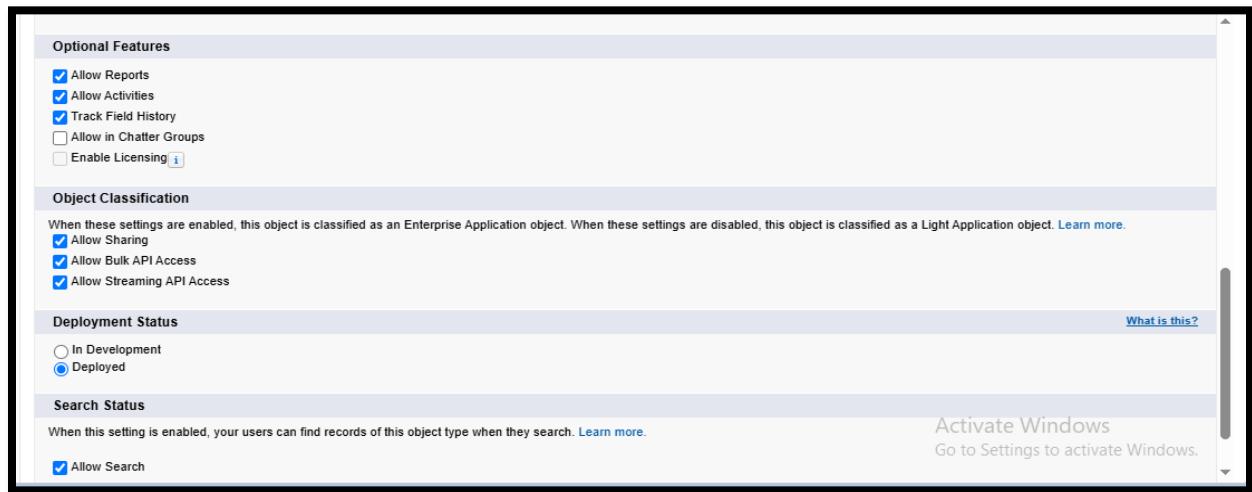
## Create Task Object:

To create an object:

1. From the setup page >> Click on Object Manager >> Click on Create >> Click on Custom Object.



1. Enter the label name>> Task
2. Plural label name>> Tasks
3. Enter Record Name Label and Format
  - Record Name >> Task Name
  - Data Type >> Text
2. Click on Allow reports and Track Field History,Allow Activities
3. Allow search >> Save.

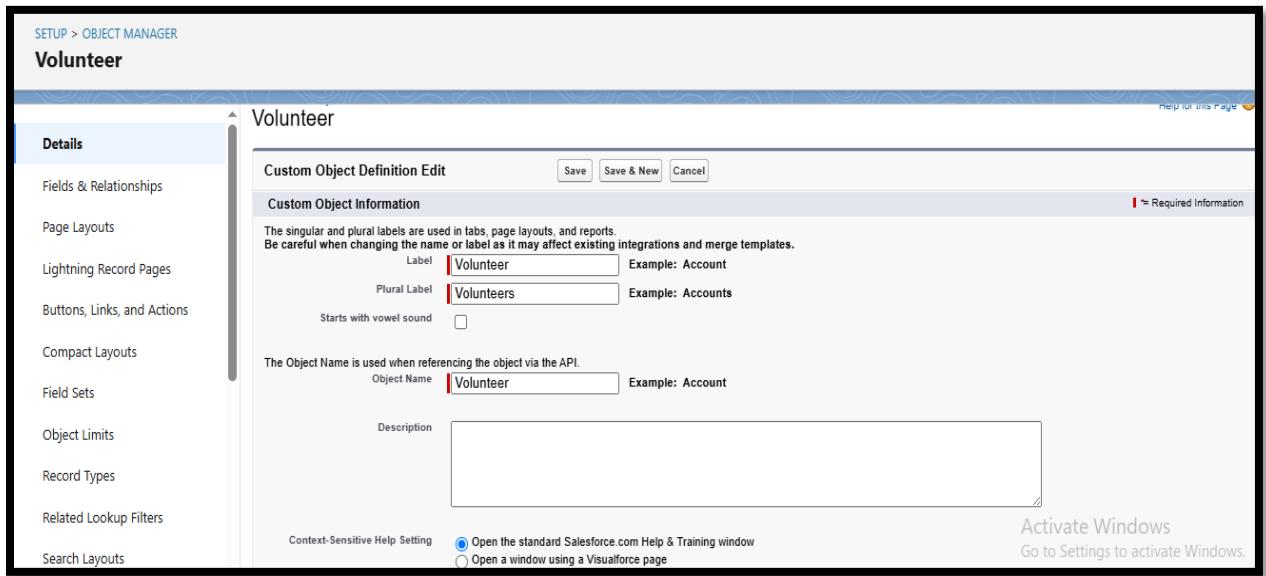


## **Create Volunteer Object**

To create an object:

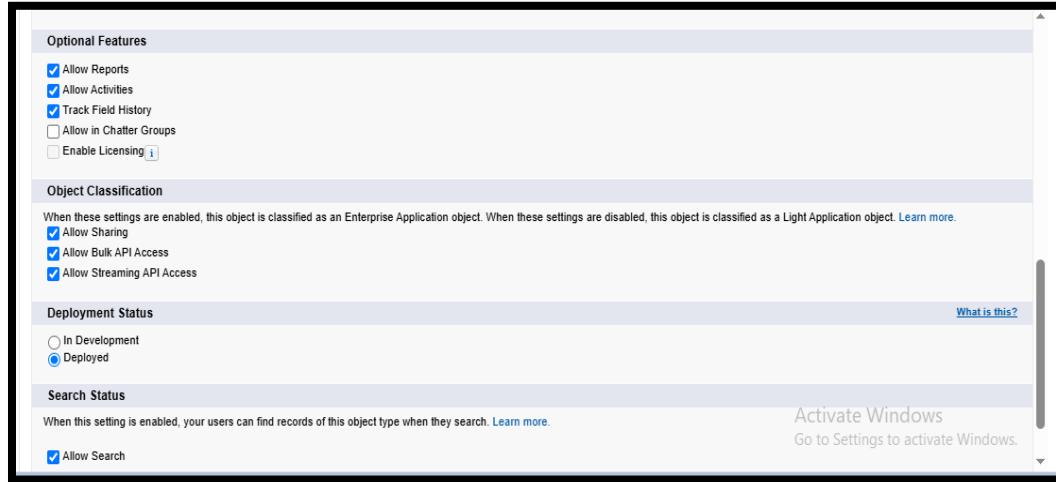
1. From the setup page >> Click on Object Manager>> Click on Create >> Click on Custom Object.
  1. Enter the label name Volunteer

## 2. Plural label name Volunteers



### Enter Record Name Label and Format

- Record Name Volunteer Name
- Data Type Text



2. Click on Allow reports and Track Field History, Allow Activities

3. Allow search Save.

## Create Execution Details Object

### To create an object:

1. From the setup page >> Click on Object Manager >> Click on Create >> Click on Custom Object.
1. Enter the label name : Execution Detail

## 2. Plural label name : Execution Details

Execution Detail

Custom Object Definition Edit

Save Save & New Cancel

Custom Object Information

The singular and plural labels are used in tabs, page layouts, and reports.  
Be careful when changing the name or label as it may affect existing integrations and merge templates.

Label: Execution Detail Example: Account

Plural Label: Execution Details Example: Accounts

Starts with vowel sound

The Object Name is used when referencing the object via the API.

Object Name: Execution\_Detail Example: Account

## 3. Enter Record Name Label and Format

- Record Name : Execution Detail Name
- Data Type Text

Optional Features

Allow Reports  
Allow Activities  
Track Field History  
Allow in Chatter Groups  
Enable Licensing

Object Classification

When these settings are enabled, this object is classified as an Enterprise Application object. When these settings are disabled, this object is classified as a Light Application object. [Learn more.](#)

Allow Sharing  
Allow Bulk API Access  
Allow Streaming API Access

Deployment Status

In Development  
Deployed

Search Status

When this setting is enabled, your users can find records of this object type when they search. [Learn more.](#)

Activate Windows  
Go to Settings to activate Windows.

Allow Search

2. Click on Allow reports and Track Field History, Allow Activities
3. Allow search >> Save.

## Milestone-03

### Tabs

#### Creating a Custom Tab

To create a Tab:

1. Go to setup page >> type Tabs in Quick Find bar >> click on tabs >> New (under custom object tab)

The screenshot shows the Salesforce Setup interface. In the top left, there's a navigation bar with 'Setup', 'Home', and 'Object Manager'. Below it is a sidebar with sections like 'Feature Settings', 'Analytics' (with 'Tableau' expanded), 'User Interface', and 'Console Settings'. The main content area is titled 'Tabs' under 'SETUP'. It contains a section titled 'Custom Tabs' with a brief description. At the bottom, there's a table titled 'Custom Object Tabs' with columns 'Action', 'Label', 'Tab Style', and 'Description'. A red arrow points from the 'tab' search term in the quick find bar to the 'Custom Tabs' section. Another red arrow points to the 'New' button in the 'Custom Object Tabs' table header.

1. Select Object(Venue) >> Select the tab style >> Next (Add to profiles page) keep it as default >> Next (Add to Custom App) uncheck the include tab .

The screenshot shows the 'Custom Tab Definition Edit' page for the 'Venues' object. The 'Tab Label' is 'Venues' and the 'Object' is 'Venue'. The 'Tab Style' is set to 'Building'. A red arrow points to the 'Building' tab style option. Below the tab definition, there's a note about choosing a home page custom link and a dropdown menu currently set to '-None--'.

2. Make sure that the Append tab to users' existing personal customizations is checked.
3. Click save

## To create a Tab: Drop-Off Points

1. Go to setup page >> type Tabs in Quick Find bar >> click on tabs >> New (under custom object tab)

Search Setup

tab

SETUP Tabs

Custom Tabs

Custom Object Tabs

New | What Is This?

Action	Label	Tab Style	Description
--------	-------	-----------	-------------

Select Object(Drop\_Off Point) >> Select the tab style >> Next (Add to profiles page) keep it as default  
 >> Next (Add to Custom App) uncheck the include tab.

Edit Custom Object Tab

Drop-Off Points

Fill in the fields below to define the custom tab.

Custom Tab Definition Edit

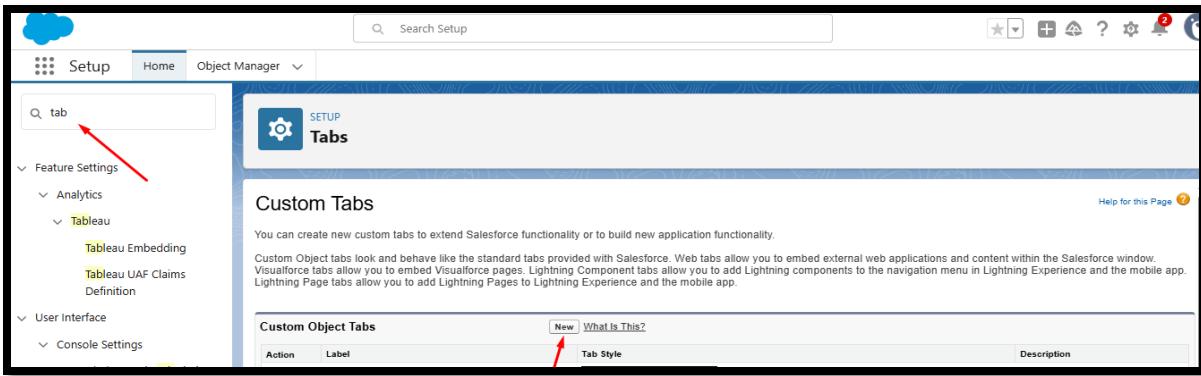
Custom Object Tab Information

Tab Label: Drop-Off Points  
 Object: Drop-Off Point  
 Tab Style: Train

1. Make sure that the Append tab to users' existing personal customizations is checked.
2. Click save

## To create a Tab: Task

1. Go to setup page >> type Tabs in Quick Find bar >> click on tabs >> New (under custom object tabs)



1. Select Object(Task) >> Select the tab style >> Next (Add to profiles page) keep it as default >> Next (Add to Custom App) uncheck the include tab.

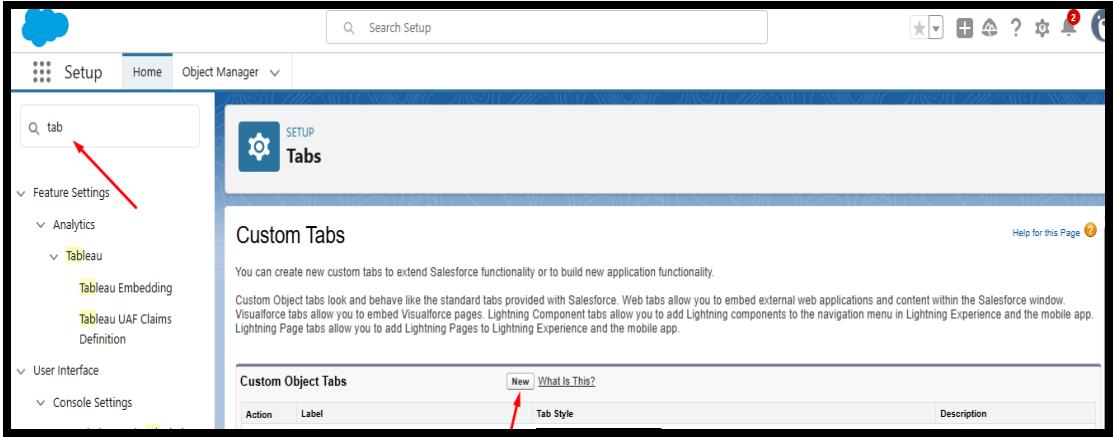
This screenshot shows the 'Edit Custom Object Tab' page for the 'Tasks' object. The title is 'Edit Custom Object Tab Tasks'. Below it, a note says 'Fill in the fields below to define the custom tab.' The main section is 'Custom Tab Definition Edit' with a sub-section 'Custom Object Tab Information'. It shows the 'Tab Label' as 'Tasks', 'Object' as 'Task', and 'Tab Style' as 'Books' (represented by a purple bar with a book icon). There are 'New' and 'What Is This?' buttons at the top of the table.

Action	Label	Tab Style	Description
New	Tasks	Books	

2. Make sure that the Append tab to users' existing personal customizations is checked.
3. Click save

## To create a Tab: Volunteer

1. Go to setup page >> type Tabs in Quick Find bar >> click on tabs >> New (under custom object tab)



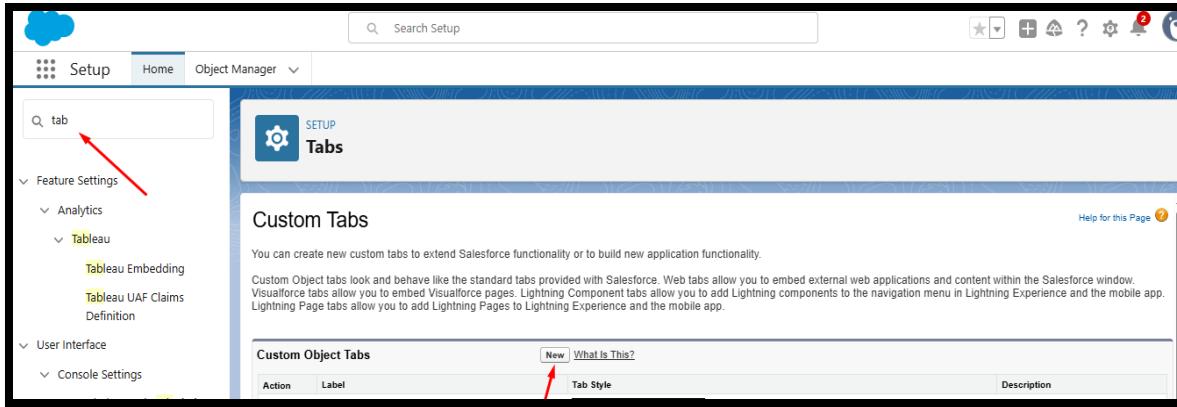
1. Select Object(**Volunteer**) >> Select the tab style >> Next (Add to profiles page) keep it as default >> Next (Add to Custom App) uncheck the include tab .

Tab Label	Volunteers
Object	<u>Volunteer</u>
Tab Style	Factory

2. Make sure that the Append tab to users' existing personal customizations is checked.
3. Click save

## To create a Tab: Execution Details

Go to setup page >> type Tabs in Quick Find bar >> click on tabs >> New (under custom object tab)



1. Select Object(**Execution Details**) >> Select the tab style >> Next (Add to profiles page) keep it as default >> Next (Add to Custom App) uncheck the include tab.

Action	Label	Tab Style	Description
New	Execution Details	Cell phone	

2. Make sure that the Append tab to users' existing personal customizations is checked.
3. Click save

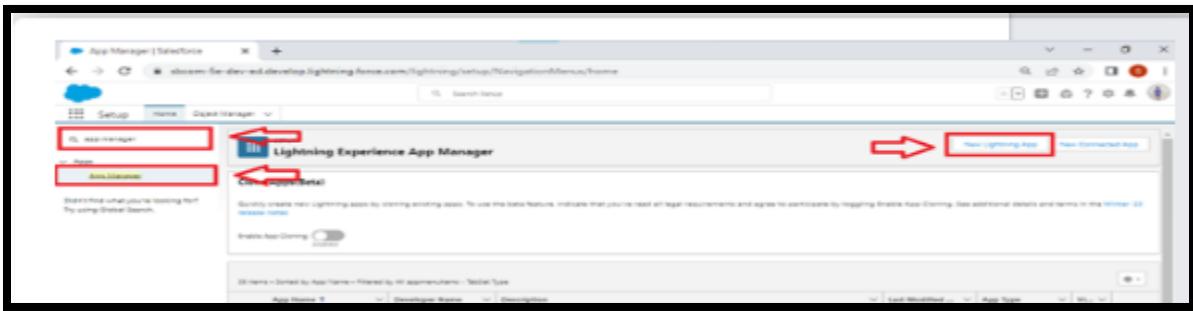
## Milestone-04

### The Lightning App

## Create a Lightning App

### To create a lightning app page:

1. Go to setup page >> search "app manager" in quick find >> select "app manager" >> click on New lightning App.



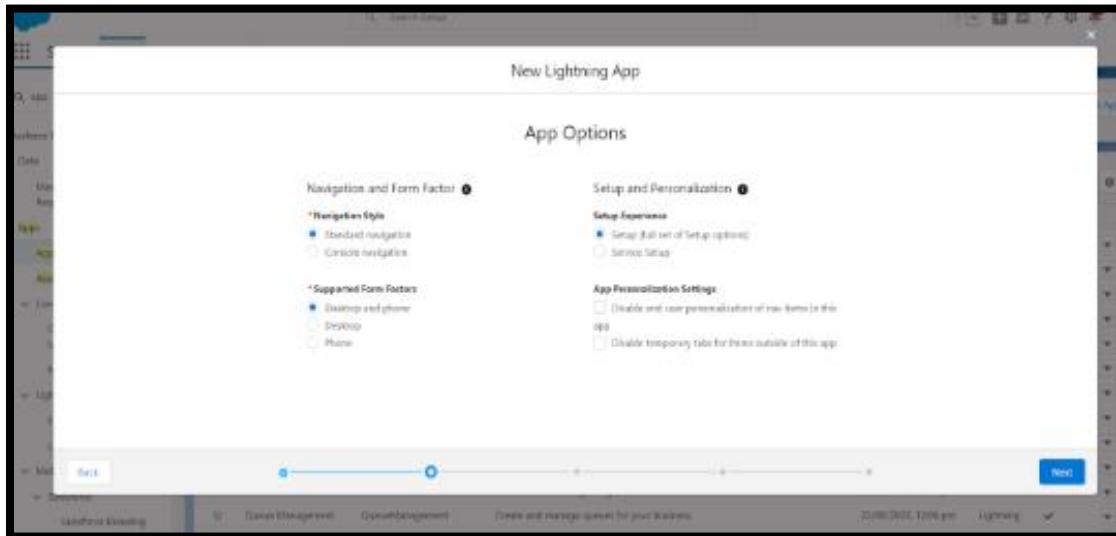
2. Fill the app name in app details and branding as follow

App Name: FoodConnect

Developer Name: This will auto populated

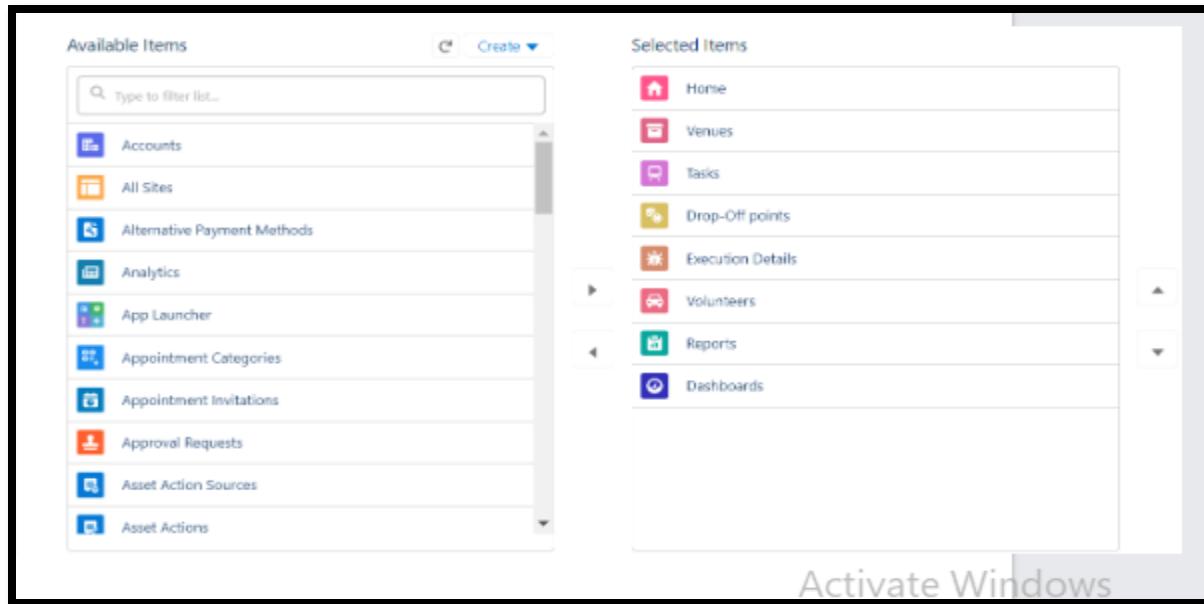
Image: optional (if you want to give any image you can otherwise not mandatory) Primary color hex value: keep this default.

3. Then click Next>> (App option page)Set Navigation Style as Standard Navigation >> Next.



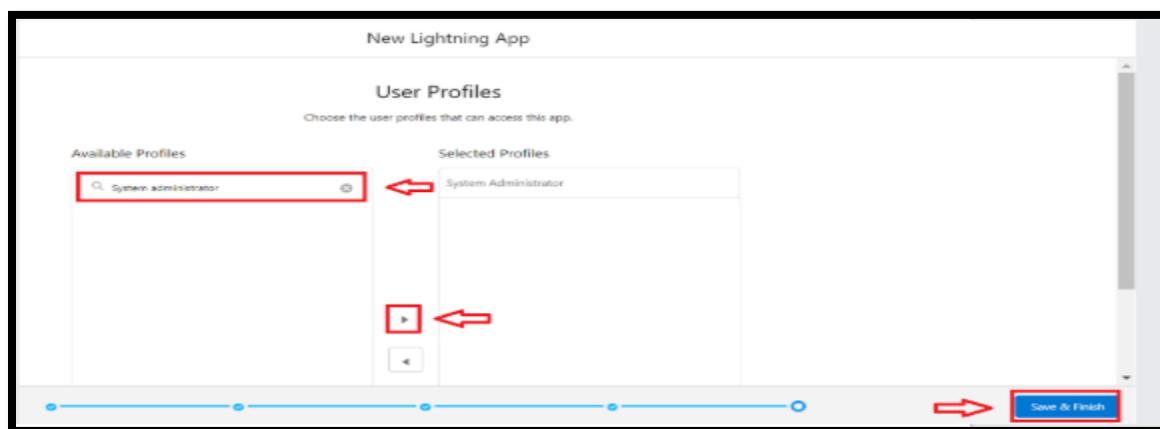
4. (Utility Items) keep it as default >> Next.

5. To Add Navigation Items:



Search for the item in the (Home, Venue, Drop-Off Point, Task, Volunteer, Execution Details, Reports) from the search bar and move it using the arrow button >> Next >> Next.

## 6. To Add User Profiles:



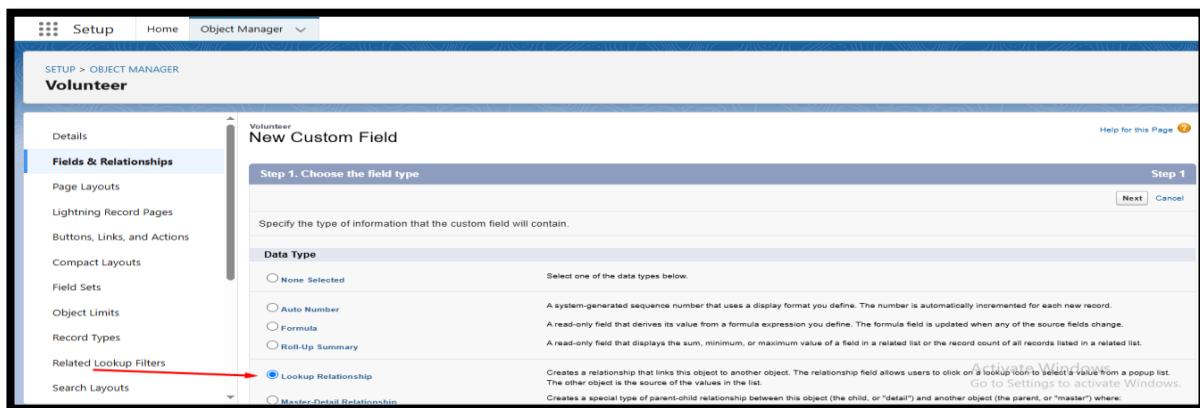
Search profiles (System administrator) in the search bar >> click on the arrow button >> save & finish.

## Milestone-05:

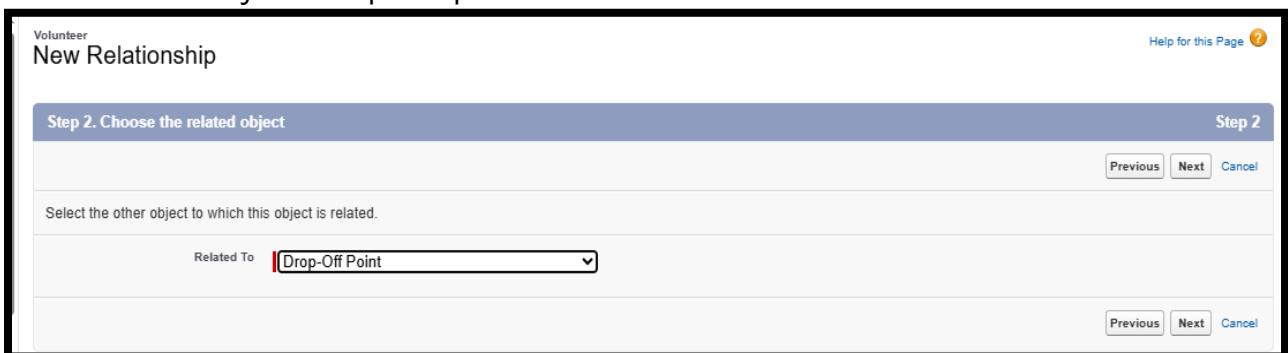
### Creation of Relationship fields in objects

## Creation of Lookup Relationship Field on Volunteer Object :

1. Go to setup >> click on Object Manager >> type object name (Volunteer) in the search bar >> click on the object.
2. Now click on "Fields & Relationships" >> New
3. Select Lookup relationship



4. Select the related object "Drop-Off point" and click next.

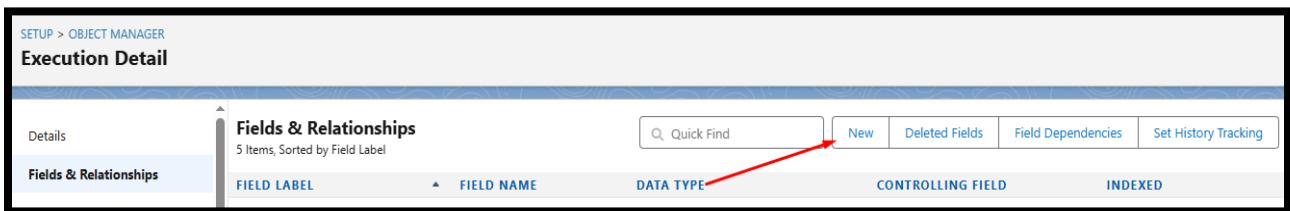


5. Field label : Auto generated
6. Next >> Next >> Save.

## Creation of Master Detail Relationship Field on Execution Details Object :

8. Go to setup >> click on Object Manager >> type object name(Execution Details) in the search bar>> click on the object.

9. Now click on "Fields & Relationships" >> New



10. Select Master Detail relationship

Step 1. Choose the field type

Specify the type of information that the custom field will contain.

**Data Type**

Select one of the data types below.

- None Selected
- Lookup Relationship
- Master-Detail Relationship

Creates a relationship that links this object to another object. The relationship field allows users to click on a lookup icon to select a value from a popup list. The other object is the source of the values in the list.

Creates a special type of parent-child relationship between this object (the child, or "detail") and another object (the parent, or "master") where:

- The relationship field is required on all detail records.
- The ownership and sharing of a detail record are determined by the master record.
- When a user deletes the master record, all detail records are deleted.
- You can create rollup summary fields on the master record to summarize the detail records.

The relationship field allows users to click on a lookup icon to select a value from a popup list. The master object is the source of the values in the list.

11. Select the related object "Volunteer" and click next.

12. Field Name : Volunteer

Step 2. Enter the label and name for the lookup field

Step 2 of 4

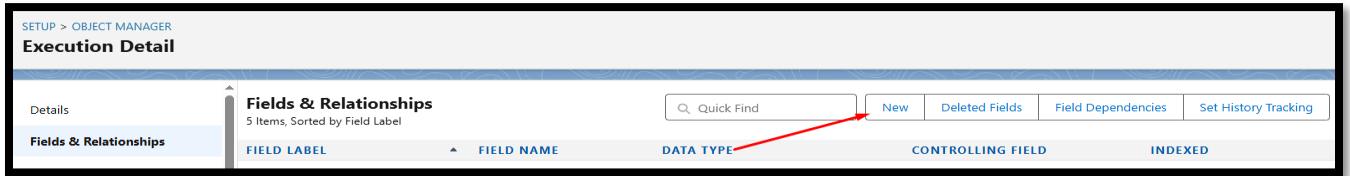
Field Label	Volunteer
Field Name	Volunteer
Description	(empty)
Help Text	(empty)
Child Relationship Name	Execution_Details

13. Field label : Auto generated

14. Next >> Next >> Save.

## Creation of Master Detail Relationship Field on Execution Details Object :

15. Go to setup >> click on Object Manager >> type object name(Execution Details) in the search bar>> click on the object.
16. Now click on "Fields & Relationships" >> New



17. Select Master Detail relationship
18. Select the related object "Task" and click next.
19. Field Name : Task
20. Field label : Auto generated

The screenshot shows the 'Field Information' dialog. It has sections for 'Field Label' (Task), 'Field Name' (Task), 'Description' (empty), and 'Help Text' (empty). To the right of the 'Field Label' and 'Field Name' fields is a 'Data Type' label followed by a dropdown menu showing 'Master-Detail'. A red border highlights the 'Data Type' label and the dropdown menu.

21. Next >> Next >> Save.

## **Creation of Lookup Relationship Field on Drop-Off Point Object :**

22. Go to setup >> click on Object Manager >> type object name(Drop-Off Point) in the search bar >> click on the object.
23. Now click on "Fields & Relationships" >> New

The screenshot shows the Salesforce 'Fields & Relationships' page. At the top, there are tabs for 'Details' and 'Fields & Relationships'. Below the tabs, it says '5 Items, Sorted by Field Label'. A red arrow points to the 'New' button in the top right corner of the header. The main area has columns for 'FIELD LABEL', 'FIELD NAME', 'DATA TYPE', 'CONTROLLING FIELD', and 'INDEXED'.

24. Select Lookup relationship
25. Select the related object "Venue" and click next.
26. Field Name : Venue
27. Field label : Venue

The screenshot shows the 'Custom Field Definition Edit' page for the 'Venue' field. It includes sections for 'Custom Field Definition Edit' (with 'Change Field Type', 'Save', and 'Cancel' buttons), 'Field Information' (with 'Field Label' set to 'Venue' and 'Field Name' also set to 'Venue'), and a note indicating it's required information. A red arrow points to the 'Save' button.

28. Next >> Next >> Save.

### **Creation of Lookup Relationship Field on Task Object :**

29. Go to setup >> click on Object Manager >> type object name(Task) in the search bar >> click on the object.
30. Now click on "Fields & Relationships" >> New

The screenshot shows the 'Fields & Relationships' page in Salesforce. The top navigation bar includes 'Details', 'Fields & Relationships', 'Quick Find', 'New', 'Deleted Fields', 'Field Dependencies', and 'Set History Tracking'. Below the navigation is a table header with columns: FIELD LABEL, FIELD NAME, DATA TYPE, CONTROLLING FIELD, and INDEXED. A red arrow points to the 'New' button in the top right corner of the header area.

31. Select Lookup relationship
32. Select the related object "Venue" and click next.
33. Field Name : Sponsored By
34. Field label : Auto generated

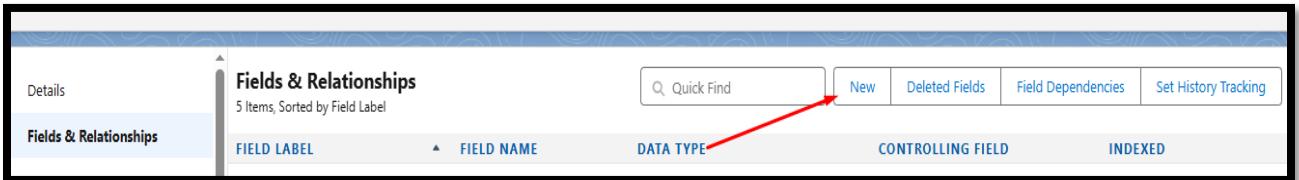
The screenshot shows the 'Field Information' configuration screen. It displays the following fields:

Field Label	Sponsored By	Data Type	Lookup
Field Name	Sponsored_By		
Description			

35. Next >> Next >> Save.

## **Creation of Lookup Relationship Field on Task Object :**

36. Go to setup >> click on Object Manager >> type object name(Task) in the search bar >> click on the object.
37. Now click on "Fields & Relationships" >> New



38. Select Lookup relationship
39. Select the related object "Drop-Off point" and click next.
40. Field Name : Drop-Off point
41. Field label : Auto generated

A screenshot of the 'Field Information' configuration screen. It shows the following fields:

- Field Label: Drop-Off Point
- Field Name: Drop\_Off\_Point
- Description: (empty)
- Help Text: (empty)
- Data Type: Lookup

42. Next >> Next >> Save.

## Creation of fields for the Venue object

1. Go to setup >> click on Object Manager >> type object name(Venue) in search bar >> click on the object.
2. Now click on "Fields & Relationships" >> New
3. Select Data type as a "Email" and Click on Next

The screenshot shows a list of data types. The 'Email' option is selected and highlighted with a blue border. Other options include 'None Selected', 'Auto Number', 'Checkbox', 'Currency', 'Date', 'Date/Time', and 'Email'. Each option has a brief description below it. A watermark 'Activate Windows' is visible in the bottom right corner.

4. Fill the Above as following:
  - Field Label : Contact Email
  - Field Name : Contact Email
  - Click on required check box

The screenshot shows the 'Step 2. Enter the details' screen. It includes fields for 'Field Label' (Contact Email), 'Field Name' (Contact\_Email), 'Description', and 'Help Text'. Below these are checkboxes for 'Required' (checked), 'Unique' (unchecked), and 'External ID' (unchecked). Navigation buttons 'Previous', 'Save', 'Next', and 'Cancel' are located at the top right. A watermark 'Activate Windows' is visible in the bottom right corner.

- Click on Next >> Next >> Save and new.

## To create another fields in an object:

5. Go to setup >> click on Object Manager >> type object name(Venue) in search bar >> click on the object.
6. Now click on "Fields & Relationships" >> New



7. Select Data type as a "Phone" and Click on Next

8. Fill the Above as following:

- Field Label : Contact Phone
- Field Name : Contact Phone

A screenshot of the 'Field Information' page. It shows a form with the following fields:

- Field Label: Contact Phone
- Field Name: Contact\_Phone
- Description: (empty)
- Help Text: (empty)
- Data Type: Phone

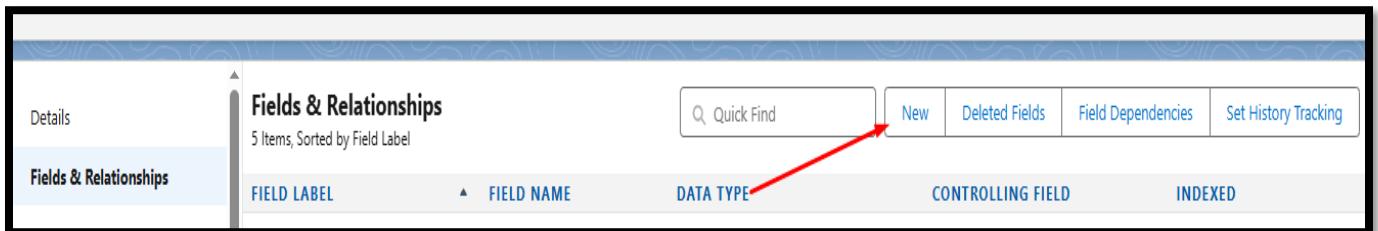
- Click on required check box

A screenshot of the 'General Options' page. It shows a checkbox labeled 'Always require a value in this field in order to save a record' which is checked.

- Click on Next >> Next >> Save and new.

## To create another fields in an object:

1. Go to setup >> click on Object Manager >> type object name(Venue) in search bar >>click on the object.
2. Now click on "Fields & Relationships" >> New



3. Select Data type as a "Geolocation" and Click on Next
4. Fill the Above as following:
  - Field Label : Location
  - Field Name : Location

A screenshot of the 'Field Information' dialog. It shows a form with three fields: 'Field Label' (Location), 'Field Name' (Location), and 'Description' (Enter the Geolocation of your Venue). To the right, it shows 'Data Type' as 'Geolocation'.

- Description : Enter the Geolocation of your Venue
- Decimal Places : 4

A screenshot of the 'Geolocation Options' dialog. It shows two radio buttons: 'Degrees, Minutes, Seconds' (selected) and 'Decimal'. Below is a 'Decimal Places' input field containing '4'. At the bottom are 'Save' and 'Cancel' buttons, and links for 'Activate' and 'Go to Settings'.

- Click on Next >> Next >> Save and new.

## To create another fields in an object:

9. Go to setup >> click on Object Manager >> type object name(Venue) in search bar >> click on the object.
10. Now click on "Fields & Relationships" >> New

The screenshot shows the 'Fields & Relationships' page in the Salesforce setup. The page title is 'Fields & Relationships' with a subtitle '5 Items, Sorted by Field Label'. Below the title, there is a table header with columns: FIELD LABEL, FIELD NAME, DATA TYPE, CONTROLLING FIELD, and INDEXED. A red arrow points to the 'New' button in the top right corner of the page header.

11. Select Data type as a "Long Text Area" and Click on Next

12. Fill the Above as following:

- Field Label : Venue Location
- Field Name : Venue\_Location

The screenshot shows the 'Field Information' configuration screen. It has three main sections: 'Field Label' with value 'Venue Location', 'Field Name' with value 'Venue\_Location', and 'Data Type' set to 'Long Text Area'. Below these, there is a 'Description' section with an empty text area.

- Click on Next >> Next >> Save and new.

## Creation of fields for the Drop-Off point object

Go to setup >> click on Object Manager >> type object name(Drop-Off point) in search bar >> click on the object.

2. Now click on "Fields & Relationships" >> New

The screenshot shows the 'Fields & Relationships' page in the Salesforce Object Manager. The top navigation bar includes 'Details', 'Fields & Relationships', 'Quick Find', 'New', 'Deleted Fields', 'Field Dependencies', and 'Set History Tracking'. Below the navigation is a table header with columns: FIELD LABEL, FIELD NAME, DATA TYPE, CONTROLLING FIELD, and INDEXED. A red arrow points to the 'New' button in the top right corner of the table header area.

3. Select Data type as a “Geolocation” and Click on Next

4. Fill the Above as following:

- Field Label : Location 2
- Field Name : gets auto generated
- Description : Enter the Geolocation of the Drop off Point

The screenshot shows the 'Field Information' dialog box. It contains three fields: 'Field Label' with the value 'Location 2', 'Field Name' with the value 'Location\_2', and 'Description' with the value 'Enter the Geolocation of the Drop off Point'. To the right, it shows 'Data Type' set to 'Geolocation'.

- Geolocation Options : select Decimal
- Decimal Places : 4

The screenshot shows the 'Geolocation Options' dialog box. It has two radio button options: 'Degrees, Minutes, Seconds' (unchecked) and 'Decimal' (checked). Below the radio buttons is a 'Decimal Places' input field containing the value '4'. At the bottom are 'Save' and 'Cancel' buttons.

- Click on Next >> Next >> Save and new.

## To create another fields in an object:

1. Go to setup >> click on Object Manager >> type object name(Drop-Off point) in search bar >> click on the object.
2. Now click on "Fields & Relationships" >> New

The screenshot shows the 'Fields & Relationships' section of the Salesforce setup. At the top, there's a 'Quick Find' search bar and several buttons: 'New', 'Deleted Fields', 'Field Dependencies', and 'Set History Tracking'. Below the search bar, the page title is 'Fields & Relationships' with a note '5 Items, Sorted by Field Label'. The main area has columns for 'FIELD LABEL', 'FIELD NAME', 'DATA TYPE' (which has a red arrow pointing to it), 'CONTROLLING FIELD', and 'INDEXED'.

3. Select Data type as a "Formula" and Click on Next
4. Fill the Above as following:
  - Field Label : distance calculation
  - Field Name : distance\_calculation

The screenshot shows the 'Field Information' step of the formula creation wizard. It includes fields for 'Field Label' (set to 'distance calculation'), 'Field Name' (set to 'distance\_calculation'), and 'Description' (empty). There is also a 'Required Info' indicator.

- Formula Return Type : Number
- Formula Options : DISTANCE( Location\_2\_\_c , Venue\_r.Location\_\_c , 'km')

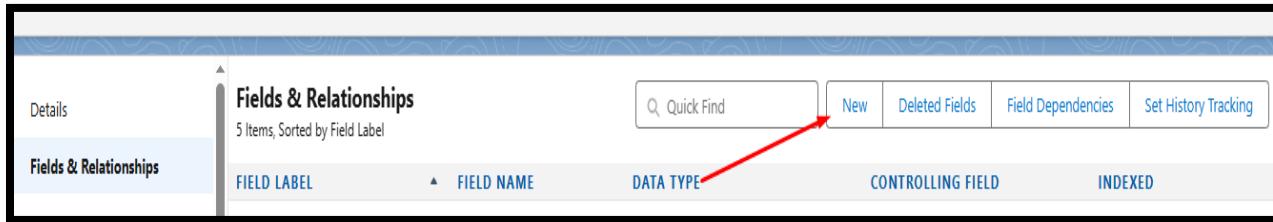
The screenshot shows the 'Formula Options' step of the formula creation wizard. It displays the formula 'DISTANCE( Location\_2\_\_c , Venue\_r.Location\_\_c , 'km')' in the formula editor. Other settings include 'Formula Return Type' set to 'Number' and 'Decimal Places' set to '2'. A 'Simple Formula' tab is selected. A 'Quick Tips' sidebar provides links to 'Getting Started' and 'Operators & Functions'.

The screenshot shows the 'Check Syntax' step of the formula creation wizard. It displays a green message: 'No syntax errors in merge fields or functions. (Compiled size: 570 characters)'. At the bottom, there are three buttons: 'Save', 'Quick Save', and 'Cancel'.

- Click on Next >> Next >> Save and new.

## To create another fields in an object:

5. Go to setup >> click on Object Manager >> type object name(Drop-Off point) in search bar >> click on the object.
6. Now click on "Fields & Relationships" >> New



7. Select Data type as a "Picklist" and Click on Next
8. Fill the Above as following:
  - Field Label : State
  - Field Name : State
  - Enter values, with each value separated by a new line :  
Andhra Pradesh  
Arunachal Pradesh  
Assam  
Bihar  
Chhattisgarh  
Goa  
Gujarat  
Haryana  
Himachal Pradesh  
Jharkhand  
Karnataka  
Kerala  
Maharashtra  
Madhya Pradesh  
Manipur  
Meghalaya  
Mizoram  
Nagaland  
Odisha  
Punjab  
Rajasthan

Sikkim  
Tamil Nadu  
Tripura  
Telangana  
Uttar Pradesh  
Uttarakhand  
West Bengal  
Andaman & Nicobar (UT)  
Chandigarh (UT)  
Dadra & Nagar Haveli and Daman & Diu (UT)  
Delhi [National Capital Territory (NCT)]  
Jammu & Kashmir (UT)  
Ladakh (UT)  
Lakshadweep (UT)  
Puducherry (UT)

Field Label  [i](#)

Values  Use global picklist value set  
 Enter values, with each value separated by a new line

Andhra Pradesh  
Arunachal Pradesh  
Assam  
Bihar  
Chhattisgarh  
Goa

Display values alphabetically, not in the order entered  
 Use first value as default value [i](#)  
 Restrict picklist to the values defined in the value set [i](#)

Field Name  [i](#)

Description

Activate Windows  
Go to Settings to activate W

- Click on required check box

Required  Always require a value in this field in order to save a record

Auto add to custom report type  Add this field to existing custom report types that contain this entity [i](#)

- Click on Next >> Next >> Save and new.

## To create another fields in an object:

9. Go to setup >> click on Object Manager >> type object name(Drop\_Off Point) in search bar >> click on the object.
10. Now click on "Fields & Relationships" >> New

The screenshot shows the 'Fields & Relationships' page in the Salesforce setup. The left sidebar has 'Details' and 'Fields & Relationships' selected. The main area shows a table with columns: FIELD LABEL, FIELD NAME, DATA TYPE, CONTROLLING FIELD, and INDEXED. A red arrow points from the 'New' button in the top right to the 'DATA TYPE' column header.

11. Select Data type as a "Number" and Click on Next

12. Fill the Above as following:

- Field Label : Distance
- Field Name : Distance

The screenshot shows the 'Field Information' page for a new field named 'Distance'. The 'Data Type' is set to 'Number'. The 'Field Label' and 'Field Name' both contain the value 'Distance'. There is a large empty text area for 'Description'.

- Length : 14
- Decimal Places : 4
- Click on required check box

The screenshot shows the 'General Options' and 'Number Options' sections of the field configuration. In 'General Options', the 'Required' checkbox is checked. In 'Number Options', the 'Length' is set to 14 and 'Decimal Places' is set to 4. A note at the bottom of the Number Options section explains formula syntax for API names.

- Click on Next >> Next >> Save and new.

## To create fields in an object:

9. Go to setup >> click on Object Manager >> type object name(Task) in search bar >> click on the object.
10. Now click on "Fields & Relationships" >> New

The screenshot shows the 'Fields & Relationships' section of the Salesforce setup. At the top right, there is a 'New' button, which is highlighted with a red arrow. Below it are other buttons: 'Deleted Fields', 'Field Dependencies', and 'Set History Tracking'. The main area displays a table with columns: FIELD LABEL, FIELD NAME, DATA TYPE, CONTROLLING FIELD, and INDEXED. There are 5 items listed, sorted by Field Label.

11. Select Data type as a "Number" and Click on Next

12. Fill the Above as following:

- Field Label : Distance
- Field Name : Distance

The screenshot shows the 'Field Information' screen. It has fields for 'Field Label' (set to 'Distance') and 'Field Name' (set to 'Distance'). To the right, it shows 'Data Type' as 'Number'. There is also a 'Description' field which is empty.

- Length : 14
- Decimal Places : 4
- Click on required check box

The screenshot shows the 'General Options' and 'Number Options' sections of the field configuration. In 'General Options', the 'Required' checkbox is checked. In 'Number Options', the 'Length' is set to 14 and 'Decimal Places' is set to 4. A note at the bottom of the Number Options section says: 'Activate Window'.

- Click on Next >> Next >> Save and new.

## Creation of fields for the Task object

Go to setup >> click on Object Manager >> type object name(Task) in search bar >> click on the object.

2. Now click on "Fields & Relationships" >> New

The screenshot shows the 'Fields & Relationships' page for the Task object. At the top right, there is a 'New' button, which is highlighted with a red arrow. Other buttons include 'Deleted Fields', 'Field Dependencies', and 'Set History Tracking'. The page displays 5 items, sorted by Field Label. The columns are labeled 'FIELD LABEL', 'FIELD NAME', 'DATA TYPE', 'CONTROLLING FIELD', and 'INDEXED'.

3. Select Data type as a "Auto Number" and Click on Next

4. Fill the Below as following:

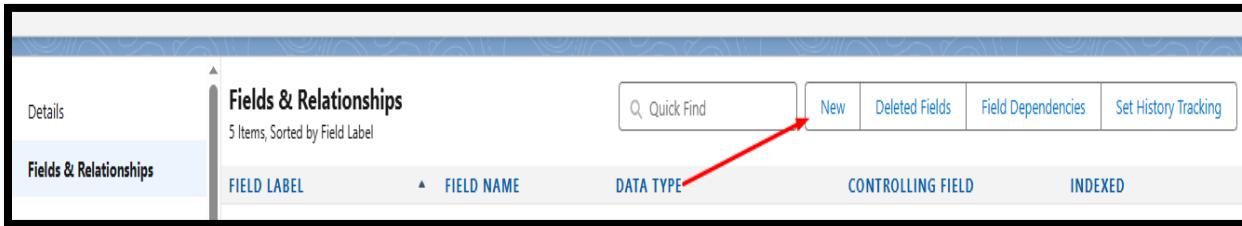
- Field Label : Task ID
- Display Format : TASK-{0}
- Starting Number : 1
- Field Name : gets auto generated

The screenshot shows the 'New Custom Field' configuration page, Step 2 of 4. The form fields are as follows:  
Field Label: Task ID  
Display Format: TASK-{0} (with an example: A-{0000})  
Starting Number: 1  
Field Name: Task\_ID  
Description: (empty)  
Help Text: (empty)  
External ID: (checkbox) Set this field as the unique record identifier from an external system

- Click on Next >> Next >> Save and new.

## To create another fields in an object:

1. Go to setup >> click on Object Manager >> type object name(Task) in search bar >> click on the object.
2. Now click on "Fields & Relationships" >> New



3. Select Data type as a "Date" and Click on Next
4. Fill the Above as following:

A screenshot of the 'Field Information' dialog box. It shows a 'Field Label' input field containing 'Date' and a 'Data Type' dropdown set to 'Date'. Below it is a 'Field Name' input field also containing 'Date'. There is a 'Description' text area which is currently empty. The entire dialog box is highlighted with a black border.

- Field Label : Date
- Field Name : Date
- Click on required check box

A screenshot of the 'General Options' dialog box. It includes a 'Required' checkbox which is checked, and a note below it stating 'Always require a value in this field in order to save a record'. There is also a 'Show Formula Editor' button and a text area with formula syntax instructions. The entire dialog box is highlighted with a black border.

- Click on Next >> Next >> Save and new.

## To create another fields in an object:

5. Go to setup >> click on Object Manager >> type object name(Task) in search bar >> click on the object.
6. Now click on "Fields & Relationships" >> New

The screenshot shows the 'Fields & Relationships' section of the Salesforce setup. At the top, there's a 'Quick Find' search bar and several navigation links: 'Deleted Fields', 'Field Dependencies', and 'Set History Tracking'. Below the header, there's a table with columns: 'FIELD LABEL', 'FIELD NAME', 'DATA TYPE' (which has a red arrow pointing to it), 'CONTROLLING FIELD', and 'INDEXED'. The 'DATA TYPE' column is currently set to 'Text'.

7. Select Data type as a “Picklist (Multi-Select)” and Click on Next
8. Fill the Above as following:

- Field Label : Food Category
- Field Name : Food Category
- Enter values, with each value separated by a new line :
  - Veg
  - Non-Veg
  - Salad
  - Snack

This screenshot shows the 'New Custom Field' configuration page for a 'Food Category' picklist. It's Step 2 of 4. The 'Field Label' is set to 'Food Category'. In the 'Values' section, the 'Enter values, with each value separated by a new line' option is selected, and a text area contains the values 'Veg', 'Non-Veg', 'Salad', and 'Snack'. There are also some optional checkboxes at the bottom.

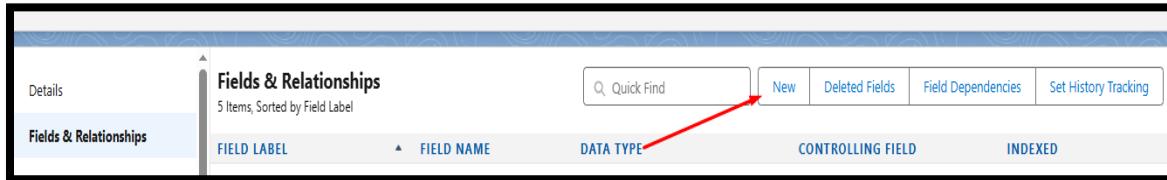
- Click on required check box

This screenshot shows the 'New Custom Field' configuration page, Step 3. It includes fields for 'Visible Lines' (set to 4), 'Field Name' (Food\_Category), 'Description', 'Help Text', and several checkboxes at the bottom: 'Always require a value in this field in order to save a record' (checked), 'Add this field to existing custom report types that contain this entity' (checked), and 'Auto add to custom report type' (checked).

- Click on Next >> Next >> Save and new.

## To create another fields in an object:

9. Go to setup >> click on Object Manager >> type object name(Task) in search bar >> click on the object.
10. Now click on "Fields & Relationships" >> New



11. Select Data type as a "Number" and Click on Next

12. Fill the Above as following:

- Field Label : Number of People Served
- Field Name : Number\_of\_People\_Served

A screenshot of the 'Field Information' page. It shows the following fields:

- Field Label: Number of People Served
- Field Name: Number\_of\_People\_Served
- Description: (empty)
- Help Text: (empty)
- Data Type: Number

- Click on required check box

A screenshot of the 'General Options' page. The 'Required' checkbox is checked, indicating that a value must be provided for this field. Other options shown include 'Unique', 'External ID', and 'AI Prediction'.

General Options	
Required	<input checked="" type="checkbox"/> Always require a value in this field in order to save a record
Unique	<input type="checkbox"/> Do not allow duplicate values
External ID	<input type="checkbox"/> Set this field as the unique record identifier from an external system
AI Prediction	<input type="checkbox"/> Use this field to store AI prediction scores

- Click on Next >> Next >> Save and new.

## To create another fields in an object:

13. Go to setup >> click on Object Manager >> type object name(Task) in search bar >> click on the object.
14. Now click on "Fields & Relationships">> New

The screenshot shows the 'Fields & Relationships' page in Salesforce. The top navigation bar includes 'Details', 'Fields & Relationships', 'Quick Find' (with a magnifying glass icon), 'New' (highlighted with a red arrow), 'Deleted Fields', 'Field Dependencies', and 'Set History Tracking'. Below the navigation is a table header with columns: FIELD LABEL, FIELD NAME, DATA TYPE, CONTROLLING FIELD, and INDEXED. The 'DATA TYPE' column is also highlighted with a red arrow.

15. Select Data type as a “Text” and Click on Next

16. Fill the Above as following:

- Field Label : Name of the Person
- Field Name : Name\_of\_the\_Person

The screenshot shows the 'Field Information' dialog box. It contains the following fields:

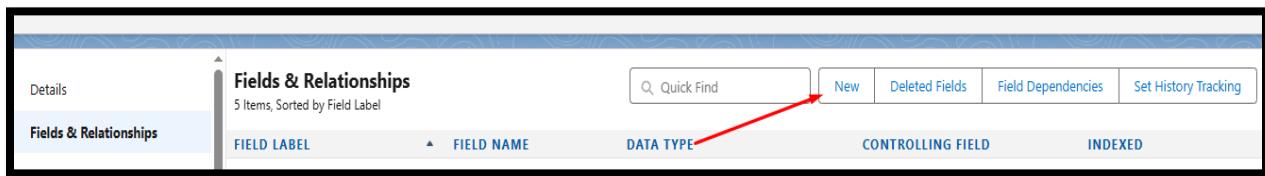
- Field Label: Name of the Person
- Field Name: Name\_of\_the\_Person
- Description: (empty text area)
- Data Type: Text

- Click on Next >> Next >> Save and new.

## To create another fields in an object:

17. Go to setup >> click on Object Manager >> type object name(Task) in search bar >> click on the object.

18. Now click on "Fields & Relationships" >> New



19. Select Data type as a "Phone" and Click on Next

20. Fill the Above as following:

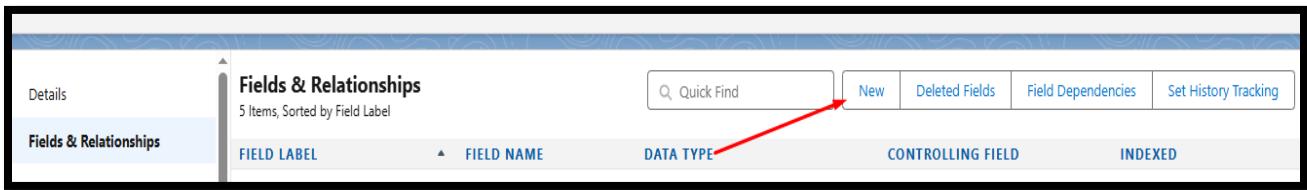
- Field Label : Phone
- Field Name : Phone

The screenshot shows the 'Field Information' dialog box. It contains fields for 'Field Label' (set to 'Phone'), 'Field Name' (set to 'Phone'), 'Data Type' (set to 'Phone'), and a large 'Description' text area which is currently empty.

- Click on Next >> Next>> Save and new.

## To create another fields in an object:

21. Go to setup >> click on Object Manager >> type object name(Task) in search bar >> click on the object.
22. Now click on "Fields & Relationships" >> New



23. Select Data type as a "Picklist" and Click on Next

24. Fill the Above as following:

- Field Label : Rating
- Field Name : Rating
- Enter values, with each value separated by a new line :

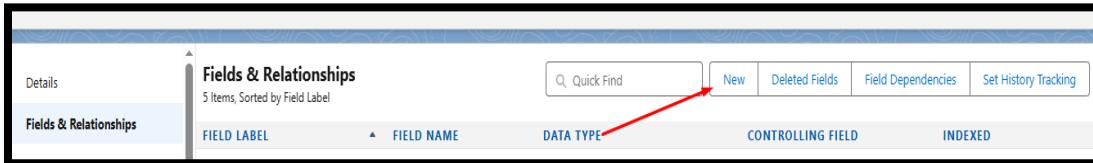
1  
2  
3  
4  
5

A screenshot of the 'Step 2. Enter the details' screen. The field label is set to 'Rating'. Under 'Values', the 'Enter values, with each value separated by a new line' option is selected. A text area contains the values '1', '2', '3', '4', and '5'. There are two checkboxes at the bottom: 'Display values alphabetically, not in the order entered' (unchecked) and 'Use first value as default value' (unchecked). The top right corner shows 'Step 2 of 3' and navigation buttons for 'Previous', 'Next', and 'Cancel'.

- Click on Next >> Next >> Save and new.

## To create another fields in an object:

25. Go to setup >> click on Object Manager >> type object name(Task) in search bar >> click on the object.
26. Now click on "Fields & Relationships" >> New



27. Select Data type as a "Long Text Area" and Click on Next

28. Fill the Above as following:

- Field Label : Feedback
- Field Name : Feedback

A screenshot of the 'Field Information' dialog box. It shows the following fields:

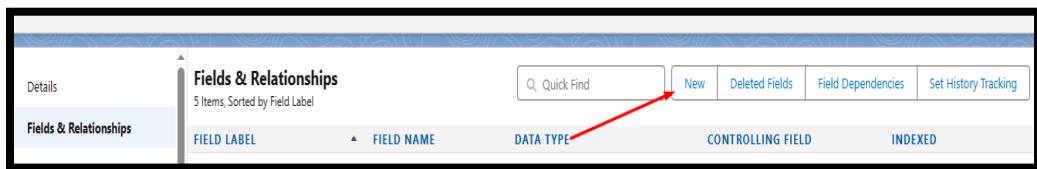
- Field Label: Feedback
- Field Name: Feedback
- Description: (empty)
- Data Type: Long Text Area

- Click on Next >> Next >> Save and new.

## Creation of fields for the Volunteer object

1. Go to setup >> click on Object Manager >> type object name(Volunteer) in search bar >> click on the object.

2. Now click on "Fields & Relationships" >> New



3. Select Data type as a "Auto Number" and Click on Next

4. Fill the Above as following:

- Field Label : Volunteer ID
- Field Name : gets auto generated

A screenshot of the 'Field Information' dialog box. It has fields for Field Label ('Volunteer ID'), Field Name ('Volunteer\_ID'), Description, and Help Text. The 'Data Type' is set to 'Auto Number'. The 'Field Label' and 'Field Name' fields are highlighted with a red border.

- Click on Next >> Next >> Save and new.

## To create another fields in an object:

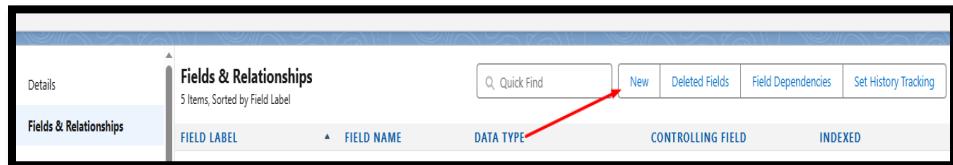
1. Go to setup >> click on Object Manager >> type object name(Volunteer) in search bar >> click on the object.
2. Now click on "Fields & Relationships" >> New
3. Select Data type as a "Picklist" and Click on Next
4. Fill the Above as following:
  - Field Label : Gender
  - Field Name : Gender
  - Enter values, with each value separated by a new line :  
Female  
Male

The screenshot shows the 'New Custom Field' wizard, Step 2. Enter the details. The field label is 'Gender'. The 'Enter values, with each value separated by a new line' radio button is selected. The values entered are 'Female' and 'Male'.

- Click on Next >> Next >> Save and new.

## To create another fields in an object:

5. Go to setup >> click on Object Manager >> type object name(Volunteer) in search bar >> click on the object.
6. Now click on "Fields & Relationships" >> New



7. Select Data type as a "Date" and Click on Next

8. Fill the Above as following:

- Field Label : Available On
- Field Name : Available On

A screenshot of the 'Field Information' dialog. It shows two input fields: 'Field Label' containing 'Available On' and 'Field Name' containing 'Available\_On'. To the right, it shows 'Data Type' set to 'Date'. Below these fields is a 'Description' input area which is currently empty.

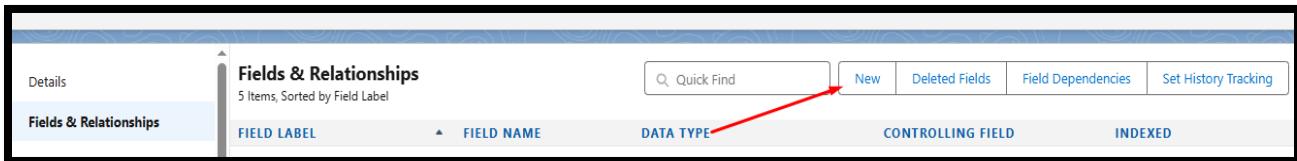
- Click on required check box

A screenshot of the 'General Options' dialog. Under the 'Required' section, there is a checked checkbox labeled 'Always require a value in this field in order to save a record'. Under the 'Default Value' section, there is a link labeled 'Show Formula Editor'.

- Click on Next >> Next >> Save and new.

## To create another fields in an object:

9. Go to setup >> click on Object Manager >> type object name(Volunteer) in search bar >> click on the object.
10. Now click on "Fields & Relationships" >> New



11. Select Data type as a "Number" and Click on Next

12. Fill the Above as following:

- Field Label : Age
- Field Name : Age

A screenshot of the 'Field Information' screen. It shows the following fields:

- Field Label: Age
- Field Name: Age
- Description: (empty)
- Data Type: Number

- Click on required check box

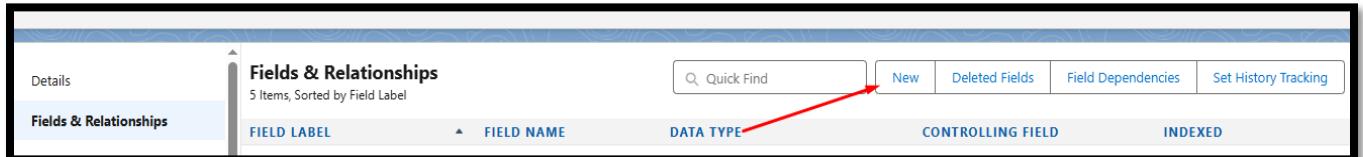
A screenshot of the 'General Options' screen. It shows the following settings:

Required	<input checked="" type="checkbox"/> Always require a value in this field in order to save a record
Unique	<input type="checkbox"/> Do not allow duplicate values
External ID	<input type="checkbox"/> Set this field as the unique record identifier from an external system
AI Prediction	<input type="checkbox"/> Use this field to store AI prediction scores

- Click on Next >> Next>> Save and new.

## To create another fields in an object:

13. Go to setup >> click on Object Manager >> type object name(Volunteer) in search bar >> click on the object.
14. Now click on "Fields & Relationships" >> New



15. Select Data type as a "Email" and Click on Next

16. Fill the Above as following:

- Field Label : Email
- Field Name : Email

A screenshot of the 'Field Information' screen. It shows the 'Field Label' and 'Field Name' both set to 'Email'. The 'Data Type' is listed as 'Email' to the right. There is also a 'Description' field which is currently empty.

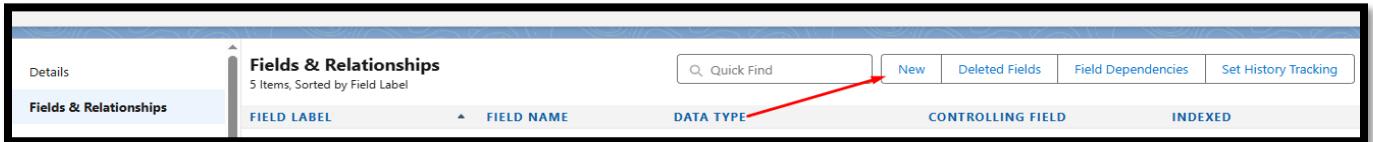
- Click on required check box

A screenshot of the 'General Options' screen. It includes settings for 'Required' (checkbox checked), 'Unique' (checkbox unchecked), 'External ID' (checkbox unchecked), and 'Default Value' (button labeled 'Show Formula Editor').

- Click on Next>> Next >> Save and new.

## To create another fields in an object:

17. Go to setup >> click on Object Manager >> type object name(Volunteer) in search bar >> click on the object.
18. Now click on "Fields & Relationships" >> New



19. Select Data type as a "Number" and Click on Next

20. Fill the Above as following:

- Field Label : Contact Number
- Field Name : Contact\_Number

A screenshot of the Field Information page. It shows a table with the following fields:

- Field Label: Contact Number
- Field Name: Contact\_Number
- Description: (empty)
- Data Type: Number

A red arrow points from the 'Required' check box in the General Options section to the 'Required' check box in this table.

- Click on required check box

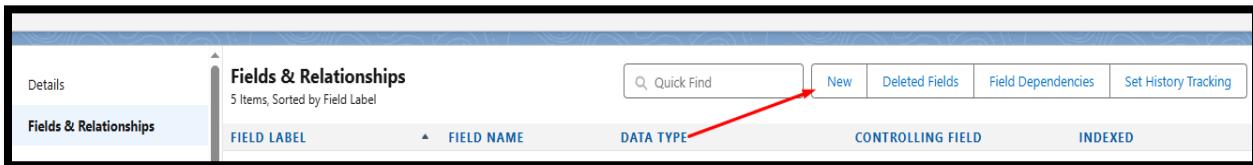
A screenshot of the General Options page. It shows the following configuration options:

Required	<input checked="" type="checkbox"/> Always require a value in this field in order to save a record
Unique	<input type="checkbox"/> Do not allow duplicate values
External ID	<input type="checkbox"/> Set this field as the unique record identifier from an external system
AI Prediction	<input type="checkbox"/> Use this field to store AI prediction scores

- Click on Next >> Next >> Save and new.

## To create another fields in an object:

21. Go to setup >> click on Object Manager >> type object name(Volunteer) in search bar >> click on the object.
22. Now click on "Fields & Relationships" >> New



23. Select Data type as a "Long Text Area " and Click on Next

24. Fill the Above as following:

- Field Label : Address
- Field Name : Address

A screenshot of the 'Field Information' dialog box. It shows the following fields:

- Field Label: Address
- Field Name: Address
- Description: (empty)
- Data Type: Long Text Area

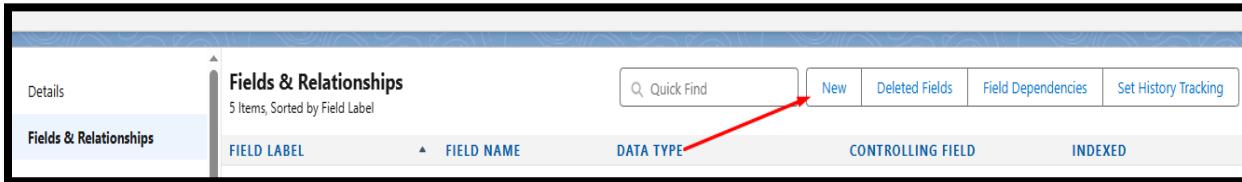
A small red icon with a question mark is visible in the top right corner of the dialog.

- Click on Next >> Next >> Save and new.

## To create another field in an object:

25. Go to setup >> click on Object Manager >> type object name(Volunteer) in search bar >> click on the object.

26. Now click on "Fields & Relationships" >> New



27. Select Data type as a "Date" and Click on Next

28. Fill the Above as following:

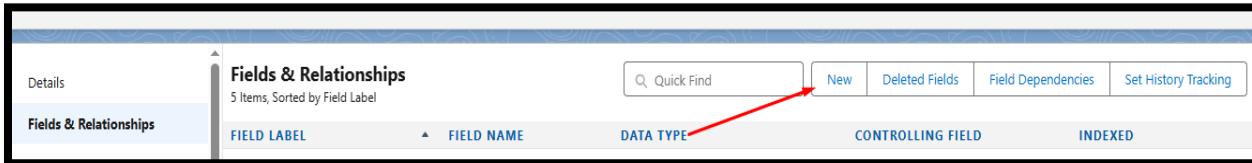
- Field Label : Date of Birth
- Field Name : Date\_of\_Birth

A screenshot of the 'Field Information' dialog box. It contains three fields: 'Field Label' with the value 'Date of Birth', 'Field Name' with the value 'Date\_of\_Birth', and 'Data Type' which is set to 'Date'. Below these fields is a 'Description' input area with a large empty text box.

- Click on Next >> Next >> Save and new.

## To create another field in an object:

5. Go to setup >> click on Object Manager >> type object name(Volunteer) in search bar >> click on the object.
6. Now click on "Fields & Relationships" >> New



7. Select Data type as a "Text" and Click on Next

8. Fill the Above as following:

- Field Label : Owner Name
- Field Name : Owner Name

The 'Field Information' section of the field creation wizard. It shows the following fields:

- Field Label: Owner Name
- Field Name: Owner\_Name
- Description: (empty)
- Data Type: Text

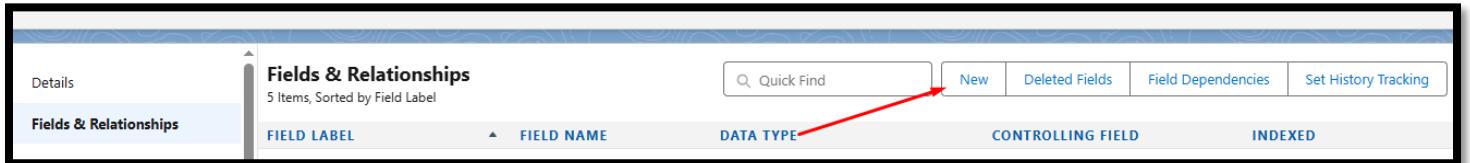
- Length Size: 20

The 'Text Options' section of the field creation wizard. It shows the 'Length' field set to 20.

- Click on Next >> Next >> Save

## Creation of fields for the Execution Details object

- 1.Go to setup >> click on Object Manager >> type object name(Volunteer) in search bar >> click on the object.
2. Now click on "Fields & Relationships" >> New



3. Select Data type as a "Auto Number" and Click on Next

4. Fill the Above as following:

- Field Label : Execution ID
- Field Name : gets auto generated

A screenshot of the 'Field Information' dialog box. It shows the following fields:

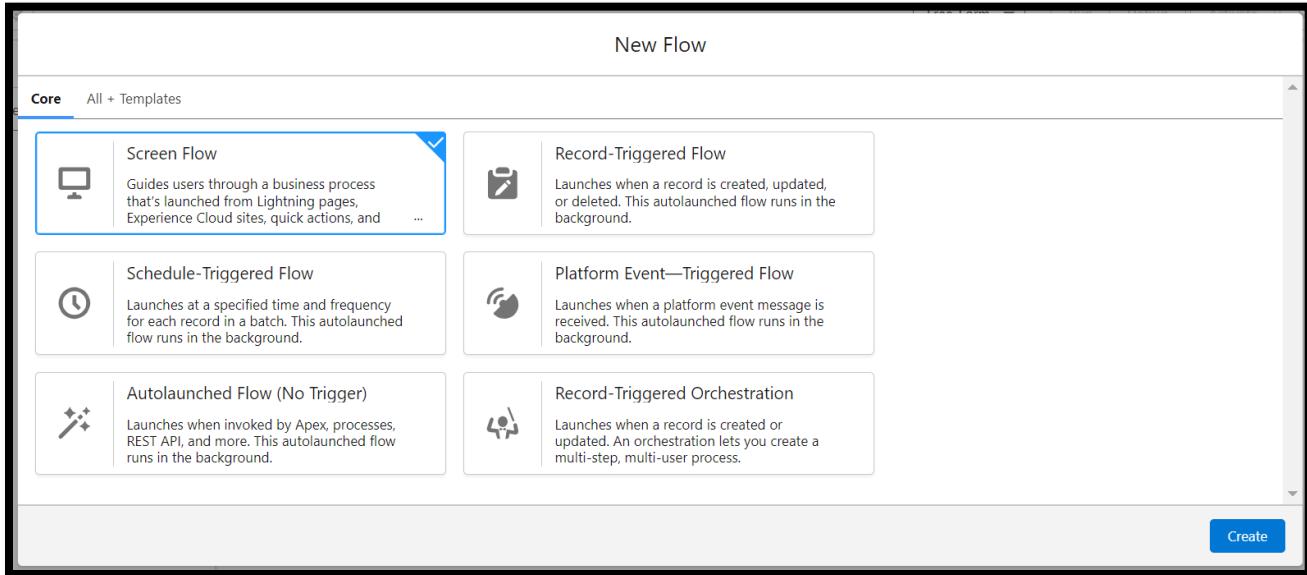
- Field Label: Execution ID
- Field Name: Execution\_ID
- Description: (empty)
- Data Type: Auto Number

- Click on Next >> Next >> Save and new.

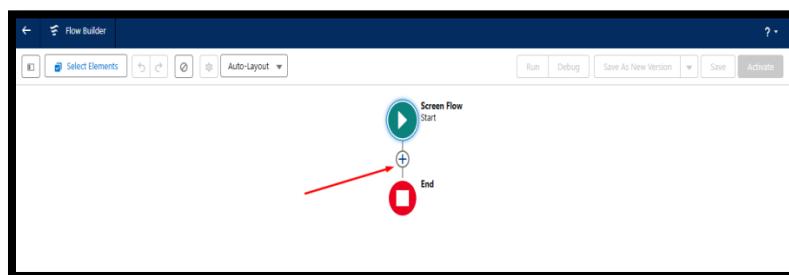
## Milestone-06:

### Create Flow to create a record in Venue object

1. Go to setup >> type Flow in quick find box >> Click on the Flow and Select the New Flow.
2. Select the Screen flow. Click on create.



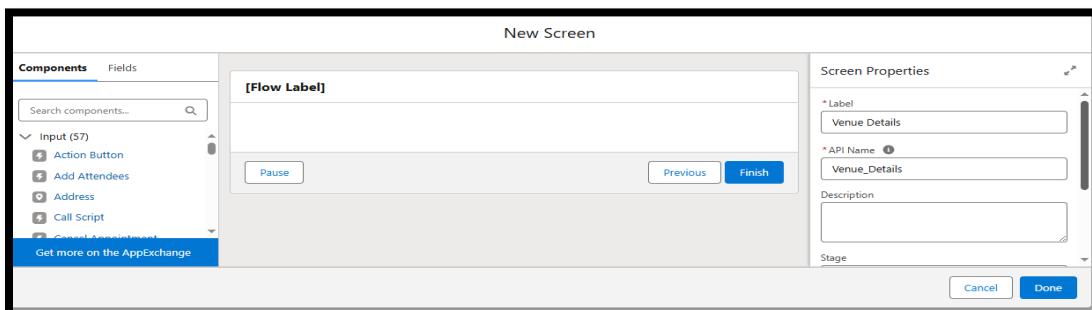
3. Click on the '+' icon in between start and end, and click on screen element.



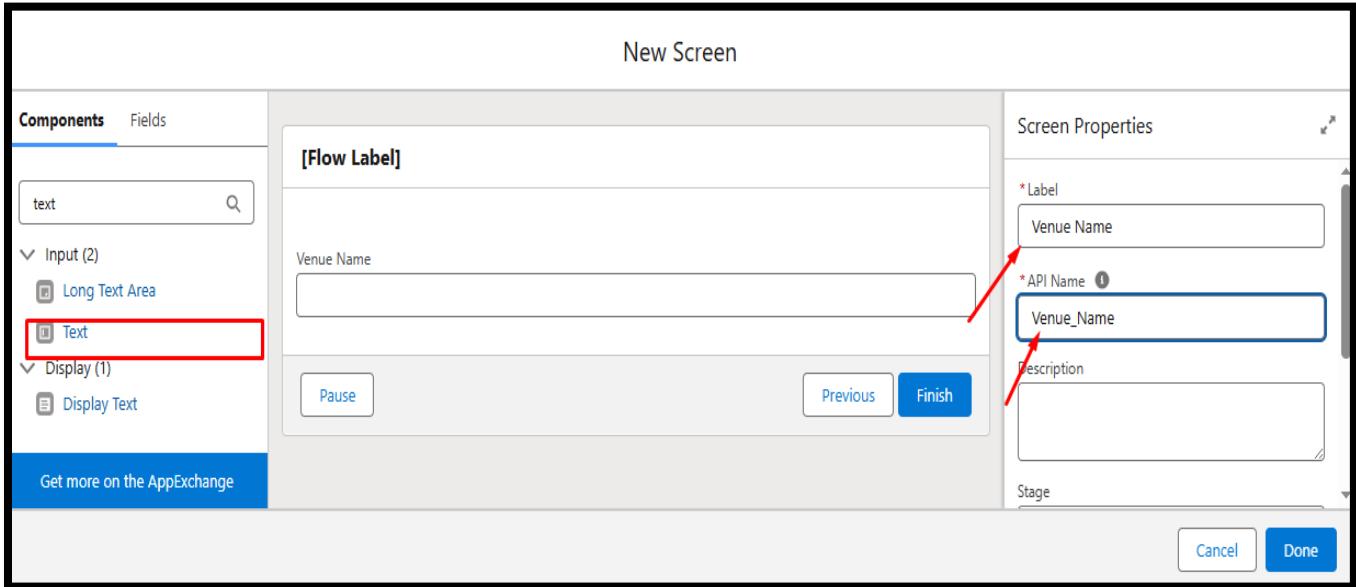
3. Under the Screen Properties:

Label : Venue Details

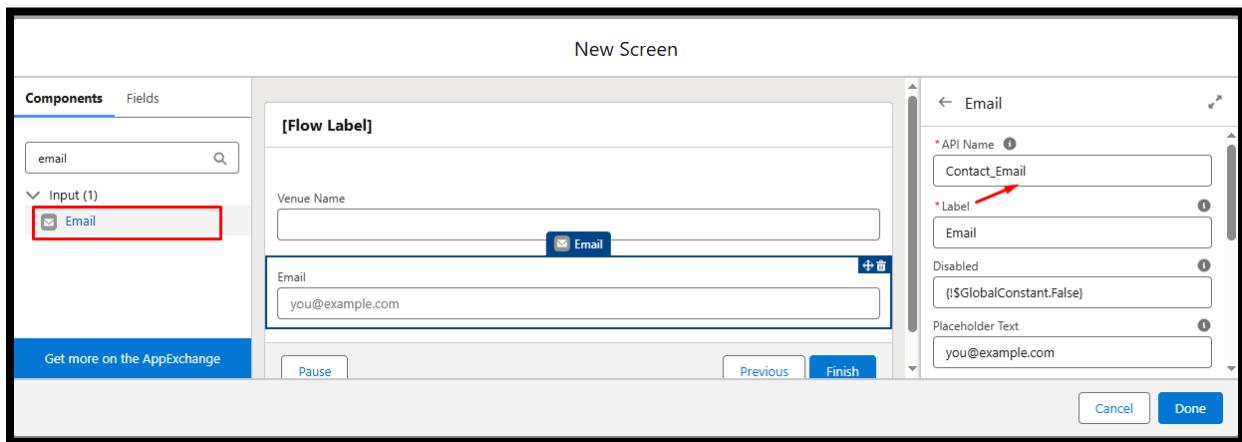
API Name :Venue\_Details



5. Now Lets add components in this flow. Click on Text Component and name it as:
- Label : Venue Name
  - API Name : Venue\_Name



6. Click on Email Component and name it as:
- Label : Email
  - API Name : Contact\_Email



7. Click on Phone Component and name it as:
- Label : Phone
  - API Name : Contact\_Phone

New Screen

Components Fields

phone

Venue Name

Email you@example.com

Phone

Pause Previous Finish

Get more on the AppExchange

← Phone

\* API Name Contact\_Phone

\* Label Phone

Disabled {\$GlobalConstant.False}

Pattern

Enter value or search resources... Search

Cancel Done

8. Click on Text Component and name it as:

- Label : Location
- API Name : Location

New Screen

Components Fields

text

Email you@example.com

Phone

Text

Location

Pause Previous Finish

Get more on the AppExchange

← Text

Label Location

\* API Name Location

Require

Read Only

Enter value or search resources... Search

Disabled

Cancel Done

9. Click on Number Component and name it as:

- Label : Latitude
- API Name : Latitude

New Screen

Components Fields

number

Email you@example.com

Phone

Location

Number

Latitude

Pause Previous Finish

Get more on the AppExchange

← Number

Label Latitude

\* API Name Latitude

Require

Read Only

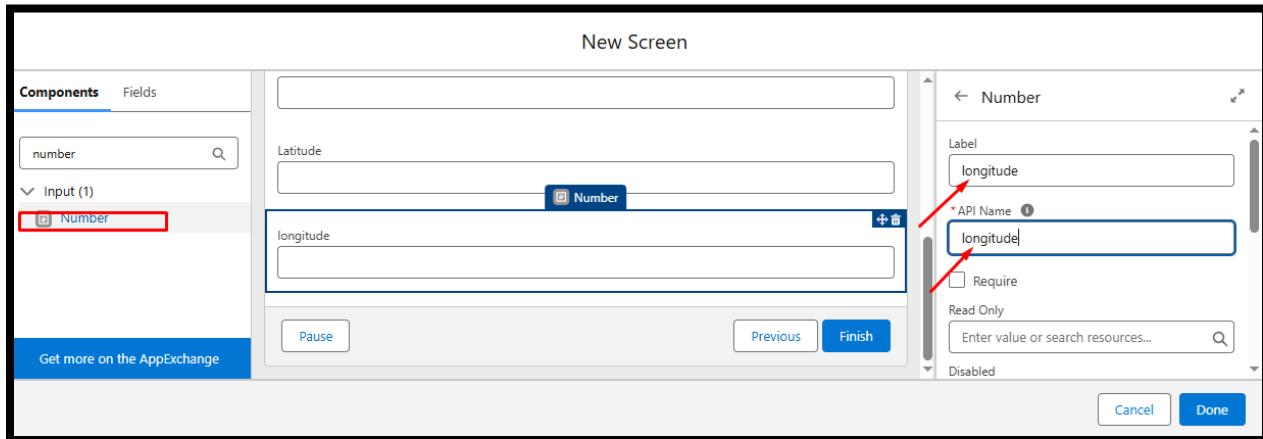
Enter value or search resources... Search

Disabled

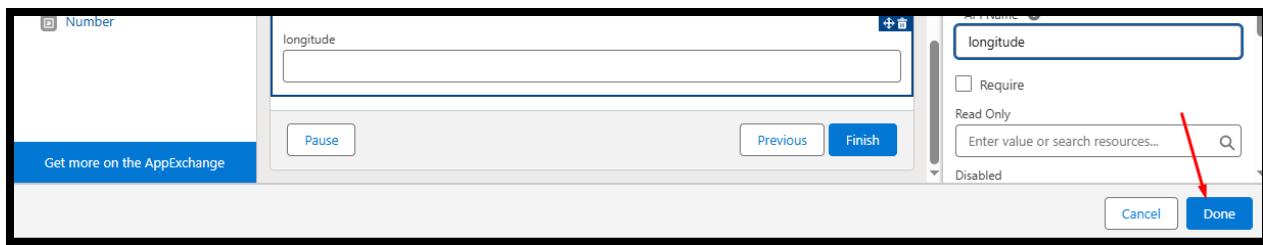
Cancel Done

10. Click on Number Component and name it as:

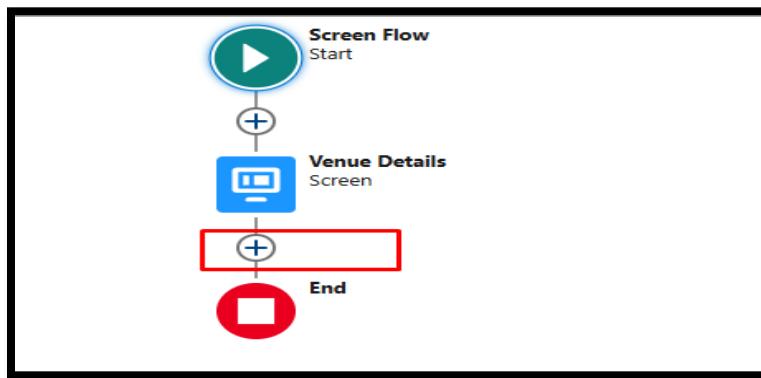
- Label : longitude
- API Name : longitude



Next click on Done. This would like below.

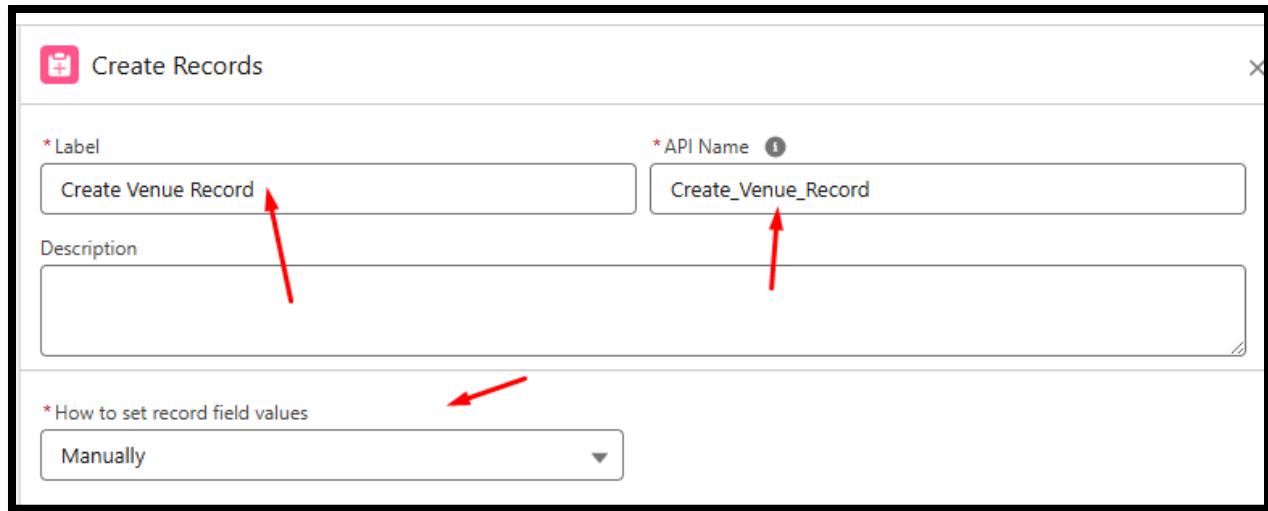


12. Click on the '+' icon in between Venue details and end, and click on create record element.

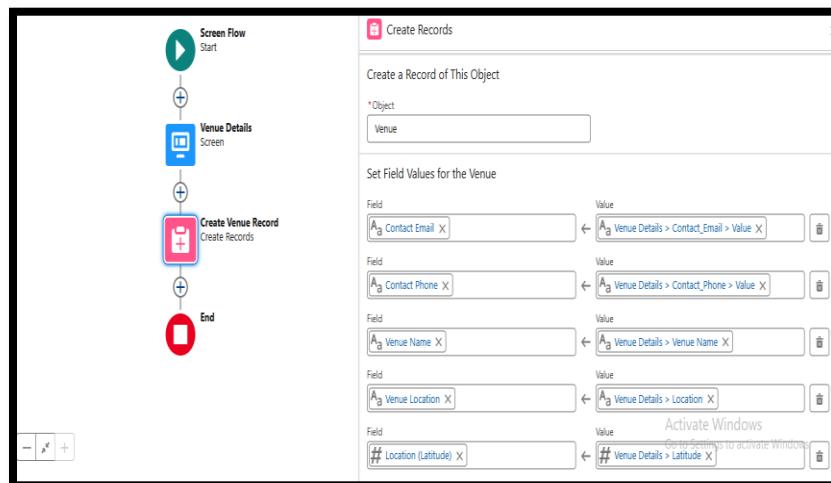


13. Now label it as

- Label : Create Venue Record
- API Name : Create\_Venue\_Record
- Set field values: Manually



- How Many Records to Create : One
- How to Set the Record Fields : Use separate resources, and literal values
- Object : Venue
- Set Field Values for the Venue : Click on 'Add Field' 5 times
- Field : Value = Contact\_Email\_c : {!Contact\_Email.value}
- Field : Value = Contact\_Phone\_c : {!Contact\_Phone.value}
- Field : Value = Name : {!Venue\_Name}
- Field : Value = Venue\_Location\_c : {!location}
- Field : Value = Location\_Latitude\_s : {!latitude}



- Field : Value = Location\_Longitude\_s : {!longitude}

Field	Value
# Location (Latitude) <input type="button" value="X"/>	← # Venue Details > Latitude <input type="button" value="X"/> <input type="button" value="Delete"/>
Field	Value
# Location (Longitude) <input type="button" value="X"/>	← # Venue Details > longitude <input type="button" value="X"/> <input type="button" value="Delete"/>
<input type="button" value="Add Field"/>	
<input type="checkbox"/> Manually assign variables	
Activate Windows <a href="#">Go to Settings to activate Windows</a>	
Check for Matching Records <input type="button" value="Disabled"/>	

15. Click on Save :

## Flow Label :Venue Form

Flow API Name :Venue\_Form

## Save the flow

\* Flow Label  \* Flow API Name

Description

Show Advanced

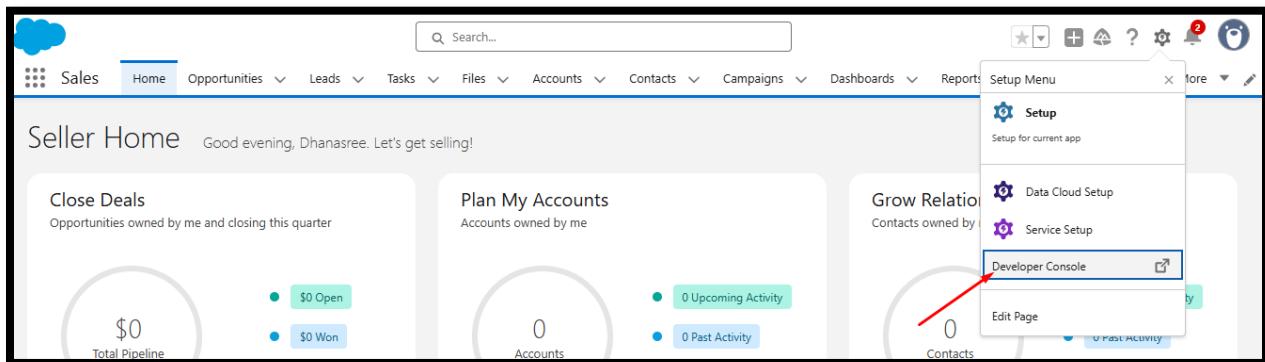
[Cancel](#) [Save](#)

## Milestone-07

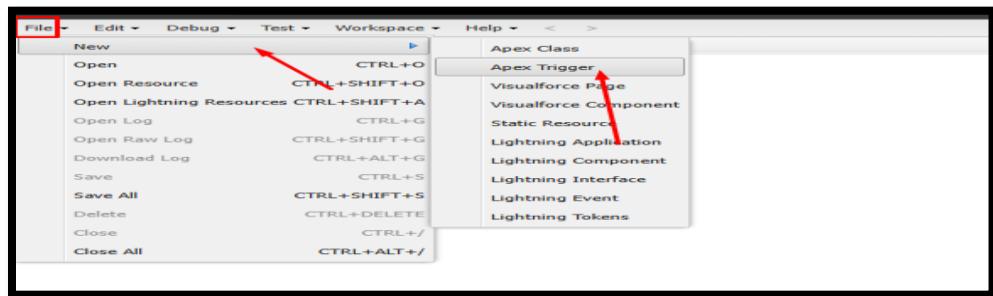
### Trigger

#### Create a Trigger

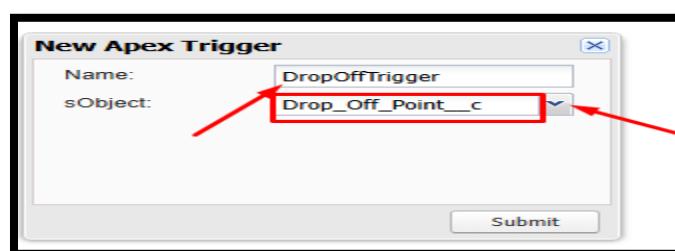
1. Log into the trailhead account, navigate to the gear icon in the top right corner.
2. Click on developer console and you will be navigated to a new console window.



3. Click on the File menu in the toolbar, and click on new >> Trigger.
4. Enter the trigger name and the object to be triggered.



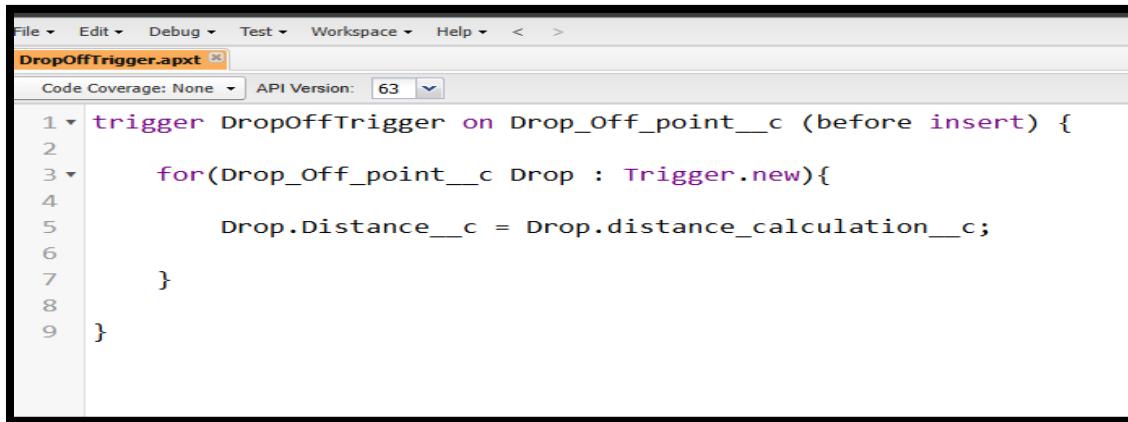
5. Enter Name : DropOffTrigger
  - sObject: Drop-Off Point
6. Click on Submit.



## Trigger Code

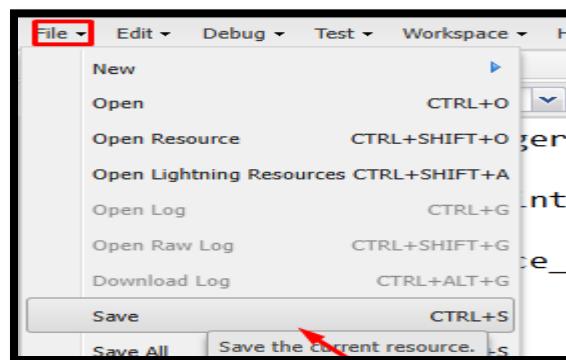
### Code:

```
triggerDropOffTrigger on Drop_Off_point__c (before insert) {  
    for(Drop_Off_point__c Drop : Trigger.new){  
        Drop.Distance__c = Drop.distance_calculation__c;  
    }  
}
```



The screenshot shows the Salesforce Apex code editor with the file 'DropOffTrigger.apxt' open. The code is identical to the one provided above, defining a trigger on the 'Drop\_Off\_point\_\_c' object that calculates the 'Distance\_\_c' field for each record inserted.

- Click on file then select save option.



## Milestone-08

### Profiles

1. Go to setup page >> type Profiles in Quick Find bar >> click on Profiles >> click on 'S'
2. Click on Clone beside Standard Platform User.

The screenshot shows the Salesforce Setup interface. In the left sidebar, under 'Users', the 'Profiles' link is highlighted with a red arrow. On the main page, the 'Profiles' section is displayed with a table. The 'Standard Platform User' row is selected and highlighted with a red box. A red arrow points from the 'Edit | Clone' link in this row to the 'Clone' link in the top right corner of the page.

Action	Profile Name	User License	Custom
<input type="checkbox"/> Edit   Del	Salesforce API Only System Integrations	Salesforce Integration	✓
<input type="checkbox"/> Edit   Clone	Silver Partner User	Silver Partner	<input type="checkbox"/>
<input type="checkbox"/> Edit   Clone	Solution Manager	Salesforce	<input type="checkbox"/>
<input type="checkbox"/> Edit   Clone	Standard Platform User	Salesforce Platform	<input type="checkbox"/>
<input type="checkbox"/> Edit   Clone	Standard User	Salesforce	<input type="checkbox"/>
<input type="checkbox"/> Edit   Clone	System Administrator	Salesforce	<input type="checkbox"/>

1. Under Clone Profile:
  - a. Profile Name : NGOs Profile
2. Then click on Save

The screenshot shows the 'Clone Profile' dialog box. It prompts the user to enter the name of the new profile. A red arrow points from the 'Profile Name' field, which contains 'NGOs Profile', to the 'Save' button at the bottom right of the dialog.

Clone Profile

Enter the name of the new profile.

You must select an existing profile to clone from.

Existing Profile	Standard Platform User
User License	Salesforce Platform
Profile Name	NGOs Profile

Save Cancel

## Milestone-09

### Creation of Users

1. Go to setup page >> type users in Quick Find bar >> click on users>> New user.
2. In General Information give details as: (Note : create users as per your wish NGO's)

The screenshot shows the Salesforce Setup interface under the 'Users' section. On the left, there's a sidebar with links like 'Permission Set Groups', 'Profiles', 'Public Groups', 'Queues', 'Roles', 'User Management Settings', and 'Users'. The 'Users' link is highlighted with a red box. The main area is titled 'All Users' with the sub-instruction 'On this page you can create, view, and manage users.' Below it, a message says 'To get more licenses, use the Your Account app. [Let's Go](#)'. At the top right of the user list table, there are buttons for 'New User', 'Reset Password(s)', and 'Add Multiple Users'. The table itself has columns for Action, Full Name, Alias, Username, Role, and Active. Two user entries are visible: 'Chatter Expert' with Alias 'Chatter' and Username 'chatty.00dgk000004fy8huau.fvzgbmq6jera@chatter.salesforce.com', and 'ERIC\_OroFarm' with Alias 'ERIC' and Username 'eric.ch9fa1c6fb1@orofarm.com'. A red arrow points from the text above to the 'New User' button.

- First Name : Iksha Foundation
- Last Name : Iksha\_Foundation
- Alias : iiksh
- Email : mounikapasupuleti118@gmail.com
- Username : [iksha234@sb.com](mailto:iksha234@sb.com)
- Nickname : Auto Populated
- User License : Salesforce Platform
- Profile : NGOs Profile
- Active : Check
- ClickSave

The screenshot shows the 'User Edit' dialog box. The 'General Information' tab is selected. It contains fields for First Name ('Iksha Foundation'), Last Name ('Iksha\_Foundation'), Alias ('iiksh'), Email ('thotadhanasree8@gmail.com'), Username ('iksha234@sb.com'), and Nickname ('User1749113177451928039'). To the right, there are dropdown menus for Role ('None Specified'), User License ('Salesforce Platform'), and Profile ('NGOs Profile'). A checkbox for 'Active' is checked. Other checkboxes for Marketing User, Offline User, Knowledge User, Flow User, Service Cloud User, Site.com Contributor User, and Site.com Publishing User are present but unchecked. A note at the bottom right says 'Activate Windows'.

## Creation of User2:

- First Name : NSS
- Last Name : NSS
- Alias : nnss
- Email : shreeramya1208@gmail.com
- Username : nss234d@sb.com
- Nickname : Auto Populated
- User License : Salesforce Platform
- Profile : NGOs Profile
- Active : Check
- Click Save

User Edit

Save | Save & New | Cancel

General Information ! = Required Information

First Name	NSS	Role	<None Specified>
Last Name	NSS	User License	Salesforce Platform
Alias	nnss	Profile	NGOs Profile
Email	thotadhanasree8@gmail.com	Active	<input checked="" type="checkbox"/>
Username	nss234d@sb.com	Marketing User	<input type="checkbox"/>
Nickname	User1749113301999521966	Offline User	<input type="checkbox"/>
Title		Knowledge User	<input type="checkbox"/>
Company		Flow User	<input type="checkbox"/>

### Creation of User3:

- First Name : Street\_Cause
- Last Name : StreetCause
- Alias : sstre
- Email : shreeramya1208@gmail.com
- Username : street234@sb.com
- Nickname : Auto Populated
- User License : Salesforce Platform
- Profile : NGOs Profile
- Active : Check
- Click Save

User Edit  
Street\_Cause StreetCause Help for this Page 

**User Edit** Save Save & New Cancel

**General Information** Required Information

First Name	Street_Cause	Role	<None Specified>
Last Name	StreetCause	User License	Salesforce Platform
Alias	sstre	Profile	NGOs Profile
Email	thotadhanasree8@gmail.com	Active	<input checked="" type="checkbox"/>
Username	street234@sb.com	Marketing User	<input type="checkbox"/>
Nickname	User1749113448928875808 	Offline User	<input type="checkbox"/>
Title		Knowledge User	<input type="checkbox"/>
Company		Flow User	<input type="checkbox"/>
Department		Service Cloud User	<input type="checkbox"/>
Photo		Street_Cause StreetCause	

## Milestone-10

### Creation of Public Group 1

1. Go to setup page >> type Public Groups in Quick Find bar >> click on Public Groups >> click on New.
2. Under Group Information:
  - Label : Iksha
  - Group Name : Iksha
  - Grant Access Using Hierarchies : Check
3. In Search, Select Users.
4. In Selected Members Add Iksha Foundation and System Administrator

Group Membership  
Group: Iksha

Help for this Page

Group Information

Edit Public Group

Label: Iksha

Group Name: Iksha

Grant Access Using Hierarchies:

Description:

Search: Public Groups for: Find

Available Members

Group: NSS  
Group: StreetCause

Add

Selected Members

Dhanasree Thota  
Iksha Foundation Iksha\_Foundation

Activate Windows  
Go to Settings to activate Windows.

## Creation of Public Group 2

1. Go to setup page >> type Public Groups in Quick Find bar >> click on Public Groups >> click on New.

2. Under Group Information:

Label : NSS

Group Name : NSS

Grant Access Using Hierarchies : Check

3. In Search, Select Users.

4. In Selected Members Add NSS NSS and System Administrator

The screenshot shows the 'Edit Public Group' page under the 'Group Membership' section for a group named 'Group: NSS'. The 'Group Information' section includes fields for 'Label' (NSS), 'Group Name' (NSS), and 'Grant Access Using Hierarchies' (checked). A 'Description' field is present but empty. Below this, a search bar allows for searching users by name or ID. The interface is divided into 'Available Members' and 'Selected Members' lists. The 'Available Members' list contains 'Group: Iksha' and 'Group: StreetCause'. The 'Selected Members' list contains 'Dhanasree Thota' and 'NSS NSS'. An 'Add' button with arrows is used to move members between the lists. A message at the bottom right encourages activating Windows.

## Creation of Public Group 3

1. Go to setup page >> type Public Groups in Quick Find bar >> click on Public Groups >> click on New.
2. Under Group Information:
  - Label : StreetCause
  - Group Name : StreetCause
  - Grant Access Using Hierarchies : Check
3. In Search, Select Users.
4. In Selected Members Add Street\_CauseStreetCauseand System Administrator

Group Membership  
Group: StreetCause

Help for this Page ?

Group Information Save Cancel

Edit Public Group Required Information

Label: StreetCause

Group Name: StreetCause i

Grant Access Using Hierarchies  i

Description:

Search: Public Groups Find

Available Members Selected Members

Group: Iksha ▲ Group: NSS	Dhanasree Thota Street_Cause StreetCause
------------------------------	---

Add

Activate Windows  
Go to Settings to activate Windows

1. After Saving this would look like this.

Public Groups

A public group is a set of users. It can contain individual users, other groups, the users in a particular role or territory, or the users in a role or territory plus all of the users below that role or territory in the hierarchy.

View: All Edit Create New View

New

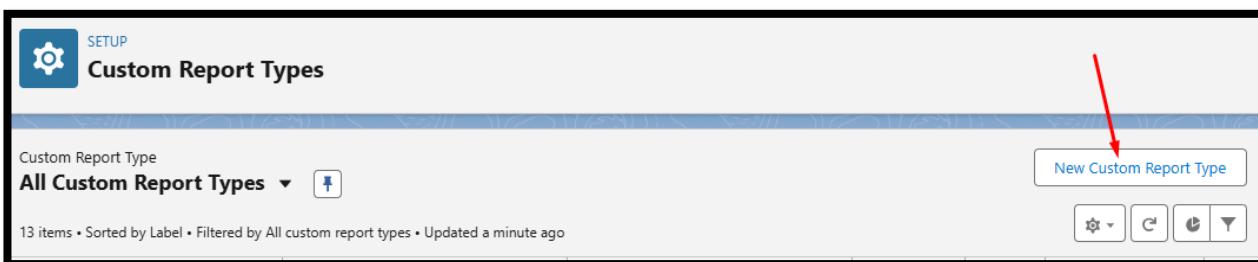
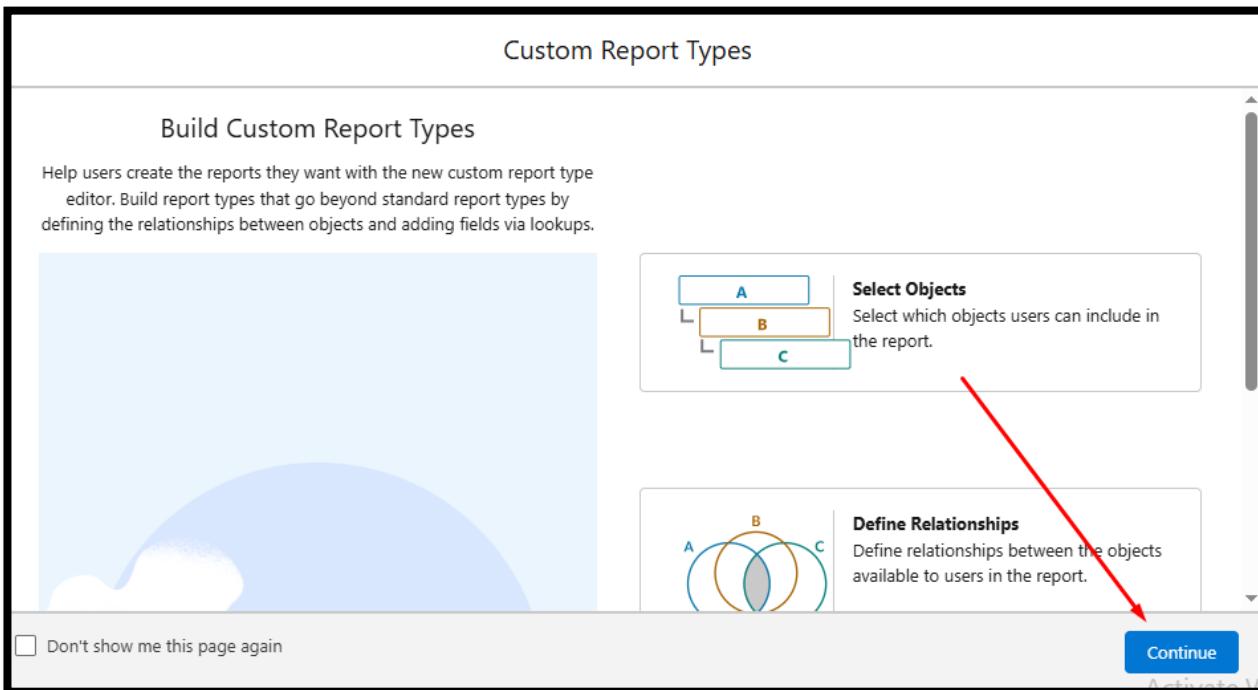
Action	Label	Group Name	Created By	Created Date
<a href="#">Edit</a>   <a href="#">Del</a>	Iksha	Iksha	Thota, Dhanasree	6/5/2025, 1:55 AM
<a href="#">Edit</a>   <a href="#">Del</a>	NSS	NSS	Thota, Dhanasree	6/5/2025, 1:56 AM
<a href="#">Edit</a>   <a href="#">Del</a>	StreetCause	StreetCause	Thota, Dhanasree	6/5/2025, 1:59 AM

## Milestone-11

### Report Types

#### Creation of Report Types

1. Go to setup page >> type Report Types in Quick Find bar >> click on Report Types >> click on Continue >> Click on New Custom Report Type.



2. In Define the Custom Report Type:

- Primary Object : Select Venues
- Report Type Label : Venue with DropOff with Volunteer
- Report Type Name : Venue\_with\_DropOff\_with\_Volunteer
- Description : Venue with DropOff with Volunteer

\* Primary Object

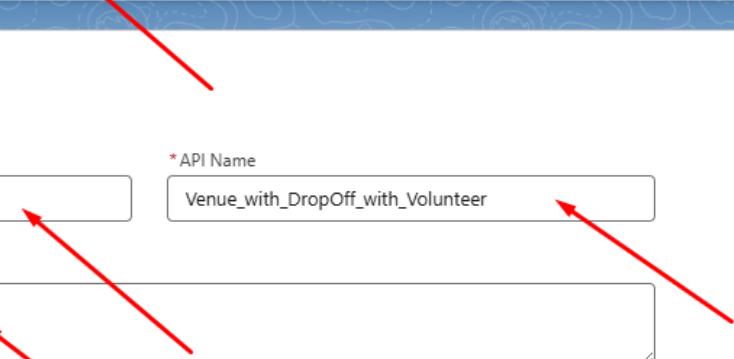


Details

\* Display Label

\* API Name

\* Description



- Store in Category : Select Other Reports
- Deployment Status : Deployed

### 3. Click on Next

\* Store in Category



Set Availability

An in-development report type is visible only to users with the Manage Custom Report Types permission. A deployed report type is available to all users.

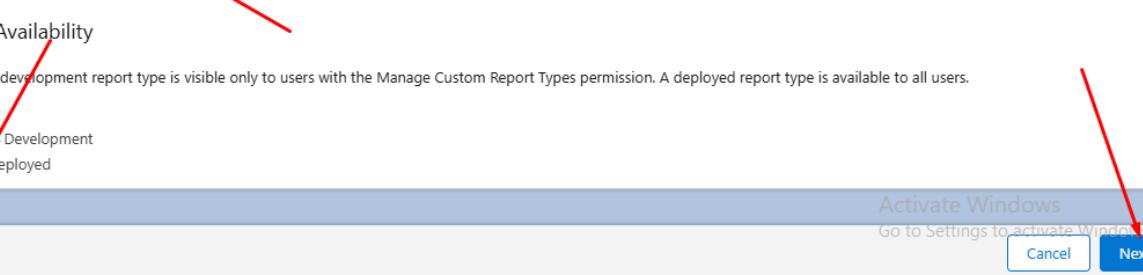
Status

Development

Deployed

Activate Windows  
Go to Settings to activate Windows

[Cancel](#) [Next](#)



- Near Click to relate another Object Select Drop-Off Points.
- And also select "A" records may or may not have related "B" records.
- Now again Near Click to relate another Object Select Volunteers.
- Now click on Save.

Select related objects to define which records are included in reports using this report type.

**A Venues**  
Primary Object

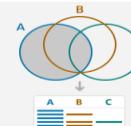
**B Drop-Off Points**  
A to B Relationship:  
 Each "A" record must have at least one related "B" record.  
 "A" records may or may not have related "B" records.

**C Volunteers**  
B to C Relationship:  
 Each "B" record must have at least one related "C" record.  
 "B" records may or may not have related "C" records.

(Click to relate another object)

Activate Windows  
Go to Settings to activate Windows

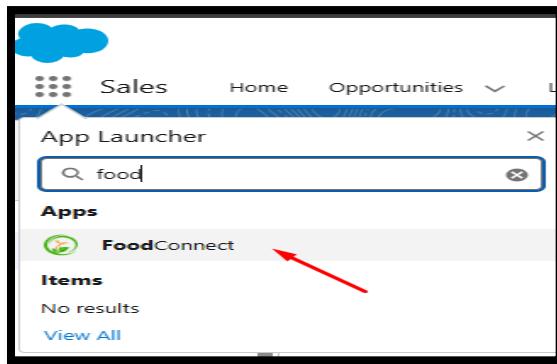
[Cancel](#) [Save](#)



## Milestone-12

### Creation of Report on Venue with DropOff with Volunteer

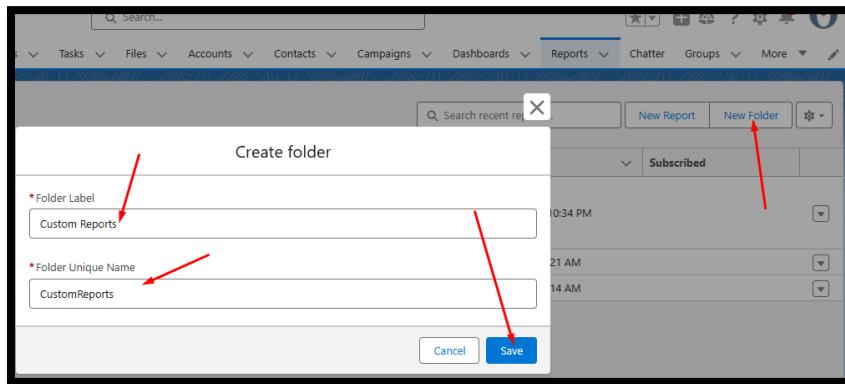
1. Go to the app(FoodConnect)



2. click on the reports tab

3. Click on New Folder.

- Folder Label : Custom Reports
- Folder Unique Name : CustomReports



3. Open Custom Reports and click on New Report
4. Select Report Type : Venue with DropOff with Volunteer
5. Then click on Start Report.



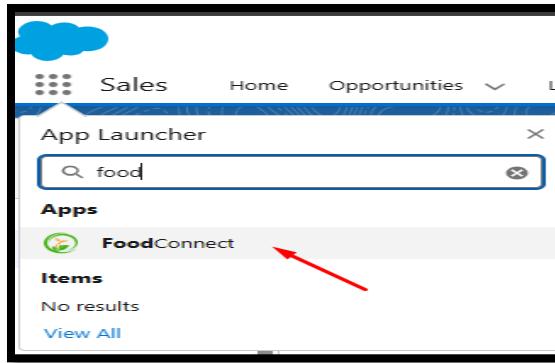
6. In GROUP ROWS : Add Volunteer Name
7. In Columns : Add Venue Name, Drop-Off point Name, Distance.
8. Now click on Save & Run.

Volunteer Name	Venue Name	Drop-Off Point Name	Distance
Allmas (1)	Allmas	Goa	-
Subtotal			0.0000
Dhanu (1)	Dhanasree	HYD	-
Subtotal			0.0000
Manasa (1)	Manasa	Chennai	-
Subtotal			0.0000
Mounika (1)	Mounika	tirupati	-
Subtotal			0.0000
Ramya (1)	Ramya	Tirupati	-
Subtotal			0.0000
Total (5)			0.0000

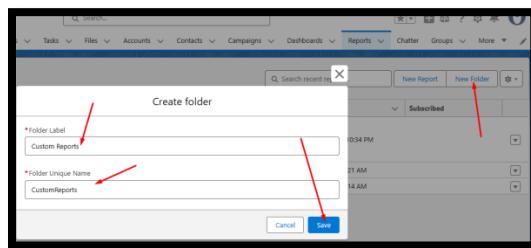
8. Give Label as :
9. Report Name : venue and Drop Off point
10. Report Unique Name : Auto Populated
11. Click on Select Folder and select Custom Report, then click on Save.

## Creation of Report on Volunteers with Execution Details and Tasks

1. Go to the app(FoodConnect) >> click on the reports tab



1. Click on Custom Reports Folder and click on New Report
2. Select Report Type : Volunteers with Execution Details and Tasks.
3. Then click on Start Report.



A screenshot of the 'Create Report' page. On the left, there's a sidebar with categories like 'Recently Used', 'All', 'Accounts &amp; Contacts', 'Opportunities', etc. In the center, there's a 'Select a Report Type' section with a search bar containing 'vol'. Below it, a list of report types is shown, with 'Volunteers with Execution Details and Tasks' highlighted. On the right, there's a 'Details' panel for this report type, showing its icon, name ('Volunteers with Execution D...'), and a 'Start Report' button. Red arrows point to the 'Start Report' button and the 'Volunteers with Execution Details and Tasks' report type in the list.

1. Then click on Start Report.
2. In GROUP ROWS : Volunteer ID
3. In Columns : Add Volunteer : Volunteer Name, Task : Task Name, Execution Detail : Execution Detail Name, Volunteer: Owner Name, Task: Date, Task : Rating.
4. Now click on Save & Run.

5. Give Label as :

- Report Name : Volunteer Task
- Report Unique Name : Auto Populated

6. Click on Select Folder and select Custom Report, then click on Save.

The screenshot shows a report configuration interface with the following details:

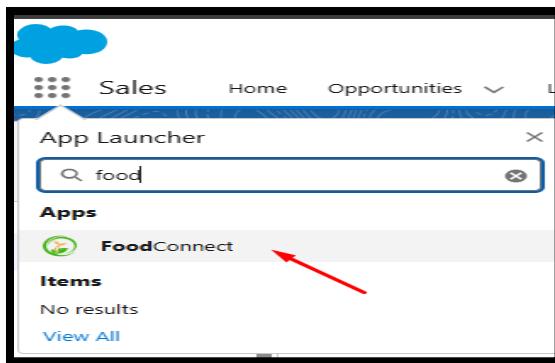
- REPORT**: The report is titled "Volunteer Task".
- Filters**: A dropdown menu is open, showing "Volunteer: ID" selected. Other filter options include "Volunteer: Volunteer Name", "Task: Task Name", "Execution Detail: Execution Detail Name", "Volunteer: Owner Name", "Task: Date", and "Task: Rating".
- Table Data**: The main area displays a table of data with columns: "Volunteer: ID", "Volunteer: Volunteer Name", "Task: Task Name", "Execution Detail: Execution Detail Name", "Volunteer: Owner Name", "Task: Date", and "Task: Rating". The data rows are:
  - a03gK000002uL0c (1) Dhanu Work Dhanasree Dhanasree Thota 6/3/2025 -
  - a03gK000002wc3l (1) Ramya work2 Ramyashree Dhanasree Thota 6/4/2025 -
  - a03gK000002wcrm (1) Allmas Work5 Allmas Dhanasree Thota 6/3/2025 -
  - a03gK000002wcuz (1) Manasa work3 Manasa Dhanasree Thota 6/3/2025 -
  - a03gK000002wdr3 (1) Mounika Work4 Mounika Dhanasree Thota 6/3/2025 -
- Buttons**: At the top right are buttons for "Save & Run", "Save", "Close", and "Run". A red arrow points to the "Save & Run" button.
- Other UI Elements**: There are buttons for "Add Chart", "Update Preview Automatically", "Activate Windows", and "Go to Settings to activate Windows".

## Milestone-13

### Dashboards

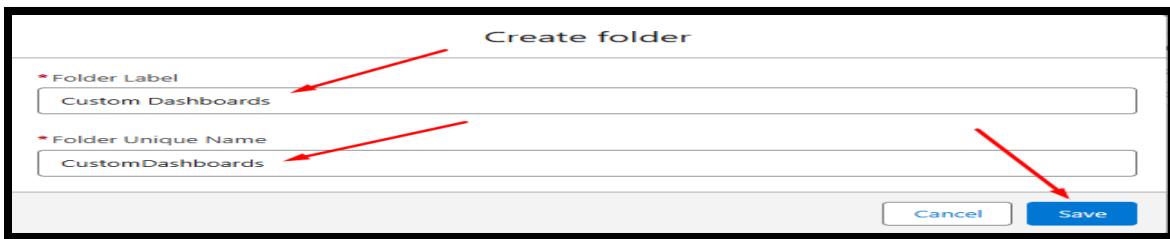
#### Adding venue and Drop Off point Report to the Dashboard:

1. Go to the app(FoodConnect) >> click on the Dashboards tab.



2. Click on New Folder.

- Folder Label : Custom Dashboards
- Folder Unique Name : Auto Populated



3. Open Custom Dashboards and click on New Dashboards
4. Name : Organization Details
5. Click on Widget and select Chart or Table
6. In Select Report : Select venue and Drop Off point Report.
7. Then click on select
  - In Add Component:
    - Display As : Select Lightning Table
    - Component Theme : Select Dark (Optional)

### Edit Widget

Report  
venue and Drop Off point

Use chart settings from report i

Display As

Groups  
Add group...

Preview

venue and Drop Off point

Venue Name ↑	Drop-Off Point Name	Distance
Allmas	Goa	123.0000
Dhanasree	HYD	123.0000
Manasa	Chennai	123.0000
Mounika	tirupati	234.0000
Ramya	Tirupati	-

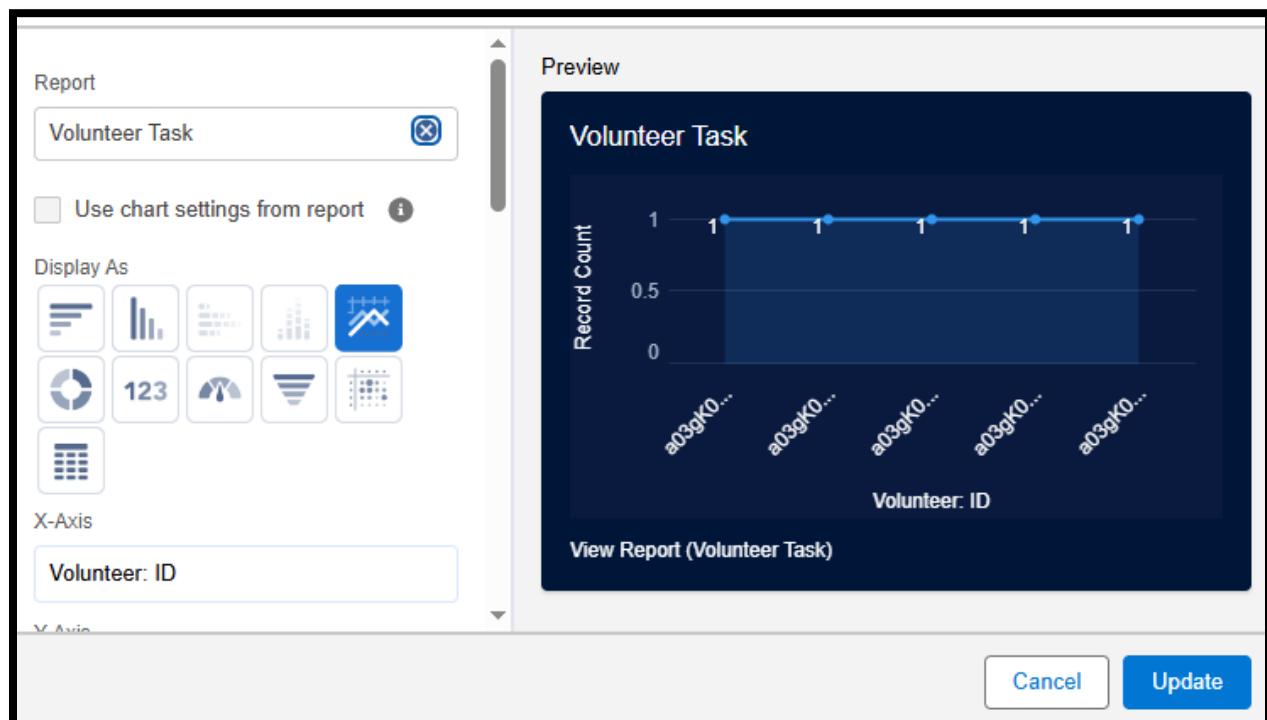
[View Report \(venue and Drop Off point\)](#)

## Adding Volunteer Task Report to the Dashboard:

1. Click on Widget and select Chart or Table
2. In Select Report : Select Volunteer Task Report.
3. Then click on select
4. In Add Component:

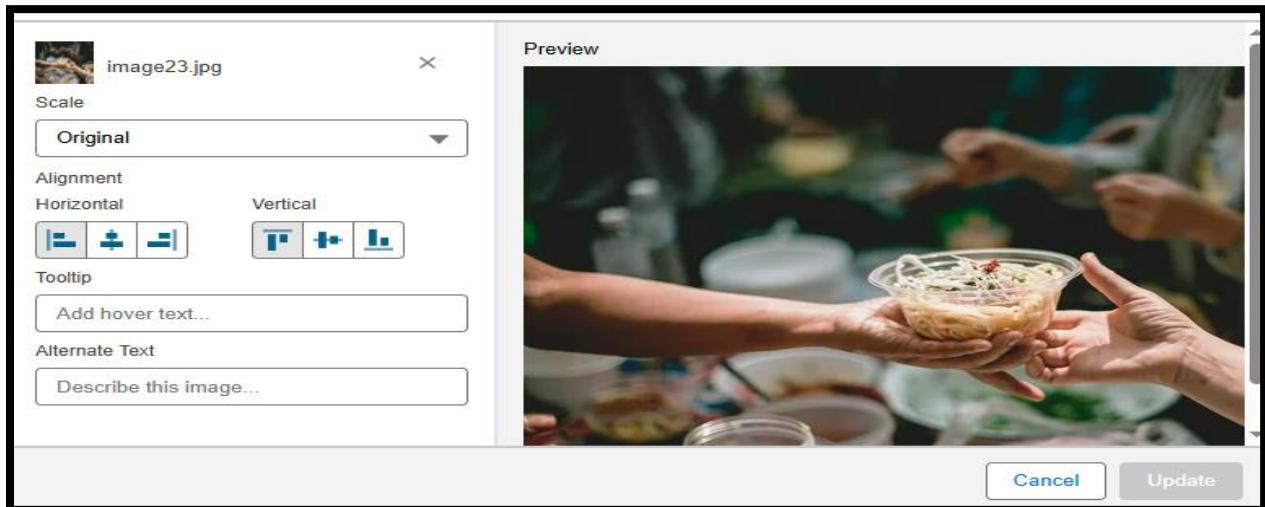
Display As : Select Line Chart

Component Theme : Select Dark (Optional)



### **Adding a Picture to the Dashboard (Optional):**

1. Click on Widget and select Image. Then click on Browse Files.
2. Then Select the Picture you want to upload in this Dashboard.
3. Then click on Save As :
  - Name : Task Execution Details
  - Click on Select Folder and select Custom Dashboards
4. Click on Select Folder and then Save.

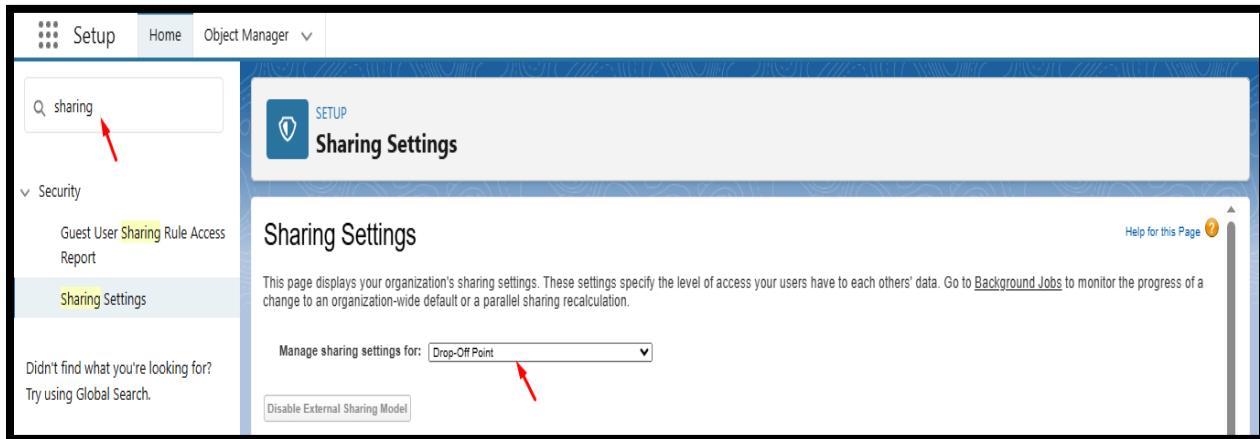


# Milestone-14

## Sharing Rules

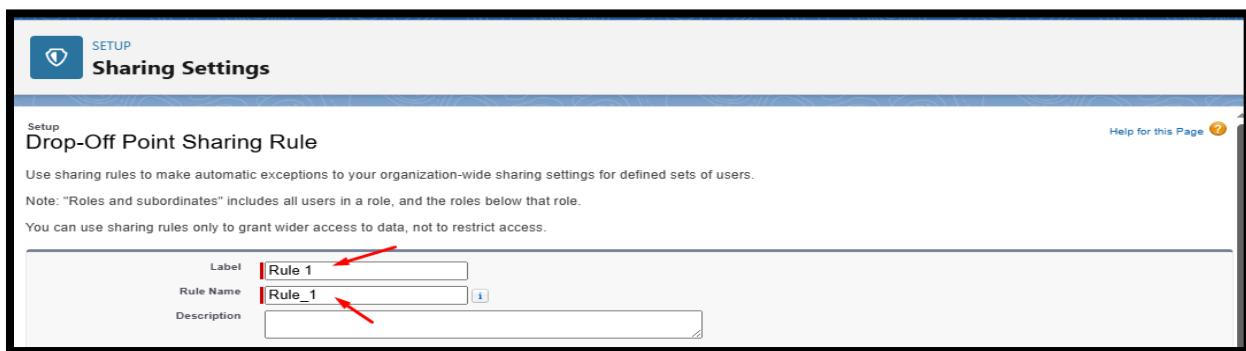
### Creation of sharing rules:

1. Go to setup >> type Sharing Settings in quick find box >> Click on the Sharing Settings.
2. Scroll down and find Drop-Off point Sharing Rules.



3. Click on new near Drop-Off point Sharing Rules and Name it as:

- Label : Rule 1
- Rule Name : Rule\_1



4. Select your rule type : Select Based on criteria.
5. Select which records to be shared:
  - Field : Operator : Value = Distance : less than : 15
6. Select the users to share with : Near Share With
  - Public Groups : Iksha
7. Click on Save.

**Step 1: Select your rule type**

Criteria

Field	Operator	Value	AND
Distance	less than	15	AND
—None—	—None—		

[Add Filter Logic...](#)

Additional Options:  Include records owned by users who can't have an assigned role [?](#)

Share with: Group: Iksha

Access Level: **Read/Write**

Created By: Dhanasree Thota, 6/5/2025, 2:53 AM

Modified By: Dhanasree Thota, 6/5/2025, 2:57 AM

Activate Windows  
Go to Settings to activate Windows.

**Save** **Cancel**

7. Click on new near Drop-Off point Sharing Rules and Name it as:

- Label : Rule 2
- Rule Name : Rule\_2

**SETUP**

**Sharing Settings**

Setup Drop-Off Point Sharing Rule Help for this Page [?](#)

Use sharing rules to make automatic exceptions to your organization-wide sharing settings for defined sets of users.

Note: "Roles and subordinates" includes all users in a role, and the roles below that role.

You can use sharing rules only to grant wider access to data, not to restrict access.

Label: **Rule 2**

Rule Name: **Rule\_2**

Description:

9. Select your rule type : Select Based on criteria.

10. Select which records to be shared:

- Field : Operator : Value = Distance : greater than : 15
- Field : Operator : Value = Distance : less or equal : 30

11. Select the users to share with : Near Share With

- Public Groups : NSS

12. Click on Save.

**Step 1: Select your rule type**

Criteria

Field	Operator	Value	AND
Distance	greater than	15	AND
Distance	less or equal	30	AND
—None—	—None—		AND
—None—	—None—		AND
—None—	—None—		

[Add Filter Logic...](#)

Additional Options:  Include records owned by users who can't have an assigned role [?](#)

Share with: Group: NSS

Access Level: **Read/Write**

Created By: Dhanasree Thota, 6/5/2025, 2:55 AM

Modified By: Dhanasree Thota, 6/5/2025, 2:58 AM

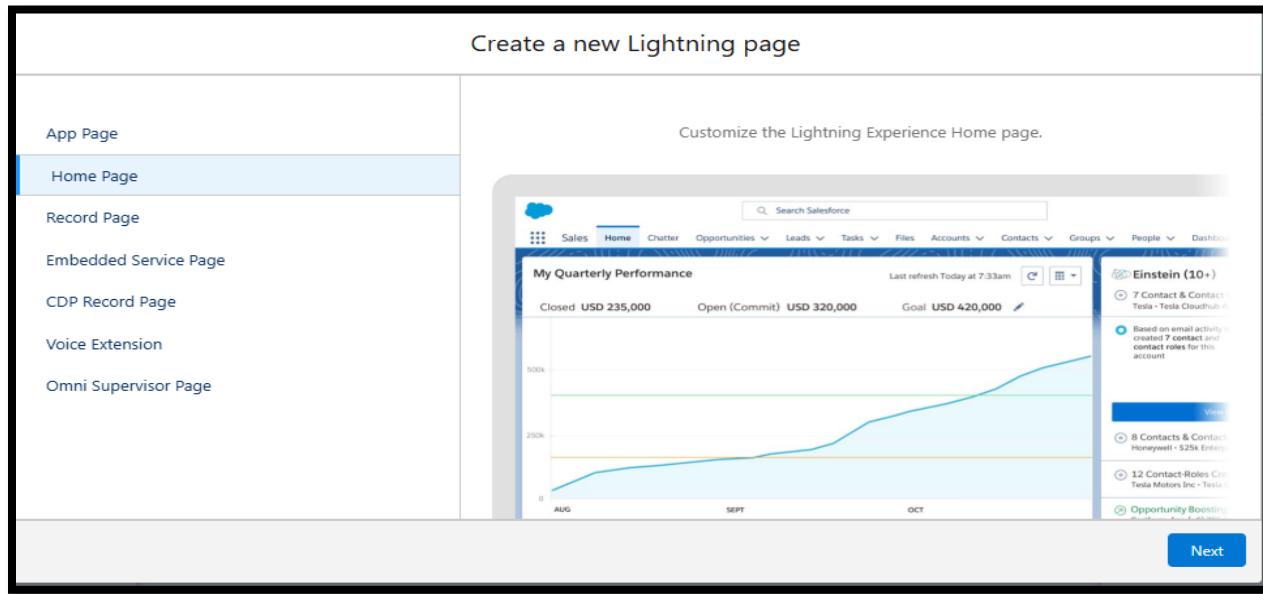
Activate Windows  
Go to Settings to activate Window

**Save** **Cancel**

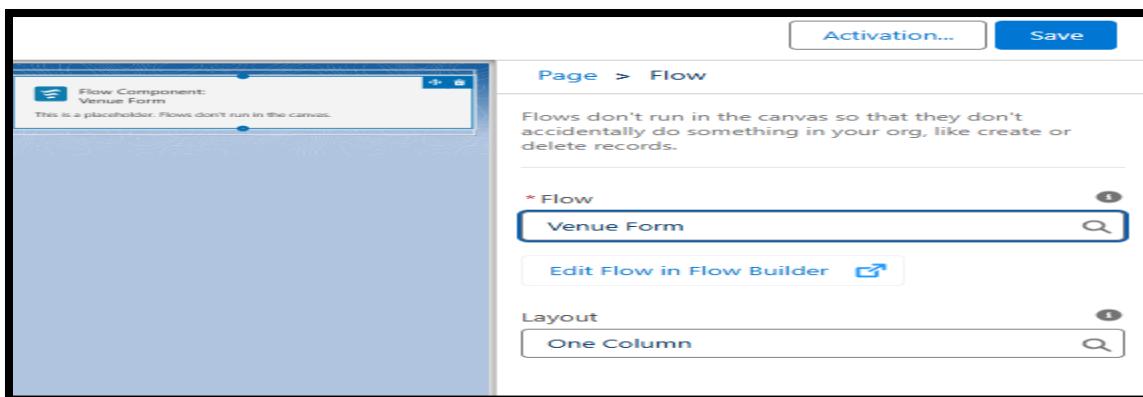
## Milestone-15

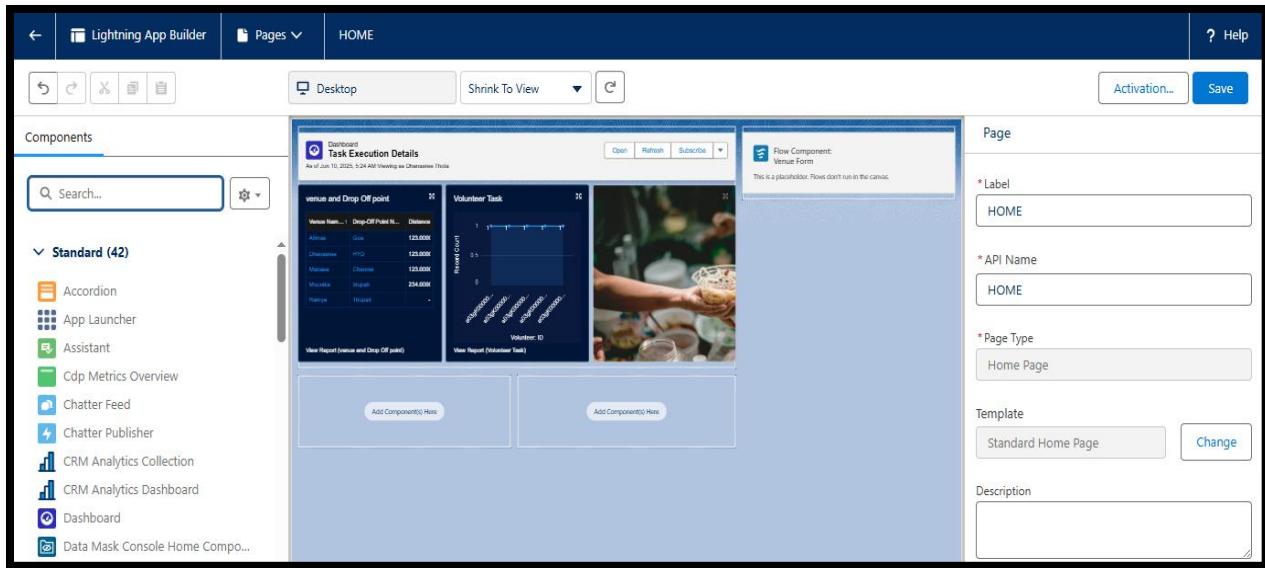
### Home Page

1. Go to setup >> type Lightning App Builder in quick find box >> Click on the Lightning App Builder and Select the New.
2. Select Home Page and give Label as HOME Page.



3. Select Standard Home Page.
4. Near Components search for Flow and Drag and Drop in Right Side Section..
5. On the right hand side:
  - Flow : Venue Flow
6. Near Components search for Dashboard, then Drag and Drop it in first Section.





7. Click on Save and Activation, then click on App Default, then Add Assignments.
8. Add FoodConnect App and then Save.
9. FoodConnect Home Page would Look Like this.

**Task Execution Details**

As of Jun 10, 2025, 5:24 AM Viewing as Dhanasree Thota

Venue Name...	Drop-Off Point N...	Dist...
Allmas	Goa	123.000
Dhanasree	HYD	123.000
Manasa	Chennai	123.000
Mounika	tirupati	234.000
Ramya	Tirupati	-

**Volunteer Task**

Record Count: 1

Volunteer ID: ad39k0000...

**Venue Form**

Venue Name:

Email: you@example.com

Phone:

Location:

Latitude:

Longitude:

Activate Windows [Next](#)

Go to Settings to activate Windows.

## Home Tab

**Venues**

**Recently Viewed**

5 items • Updated a few seconds ago

	Venue Name
1	Dhanasree
2	Allmas
3	Ramya
4	Manasa
5	Mounika

## Venue Tab

**Drop-Off Points**

**Recently Viewed**

5 items • Updated a few seconds ago

	Drop-Off Point Name
1	HYD
2	Chennai
3	tirupati
4	Goa
5	Tirupati

## Drop-Off Point Tab

The screenshot shows the FoodConnect software interface with the 'Tasks' tab selected. The top navigation bar includes links for Home, Venues, Drop-Off Points, Tasks, Volunteers, Execution Details, Reports, and Dashboards. A search bar and various system icons are also present. The main content area displays a 'Recently Viewed' list of tasks, each with a checkbox and a name. A toolbar at the top of the list provides options for New, Import, Change Owner, and Assign Label.

Task Name
1 Work
2 work2
3 work3
4 Work4
5 Work5

## Tasks Tab

The screenshot shows the FoodConnect software interface with the 'Volunteers' tab selected. The top navigation bar includes links for Home, Venues, Drop-Off Points, Tasks, Volunteers, Execution Details, Reports, and Dashboards. A search bar and various system icons are also present. The main content area displays a 'Recently Viewed' list of volunteers, each with a checkbox and a name. A toolbar at the top of the list provides options for New, Import, Change Owner, and Assign Label.

Volunteer Name
1 Dhanu
2 Ramya
3 Manasa
4 Mounika
5 Allmas

## Volunteers Tab

The screenshot shows the FoodConnect software interface with the 'Execution Details' tab selected. The top navigation bar includes links for Home, Venues, Drop-Off Points, Tasks, Volunteers, Execution Details, Reports, and Dashboards. A search bar and various system icons are also present. The main content area displays a 'Recently Viewed' list of execution details, each with a checkbox and a name. A toolbar at the top of the list provides options for New, Import, Change Owner, and Assign Label.

Execution Detail Name
1 Mounika
2 Allmas
3 Manasa
4 Ramyashree
5 Dhanasree

**Reports**

**Recent**

3 items

REPORTS	Report Name	Description	Folder	Created By	Created On	Subscribed
<b>Recent</b>	Sample Flow Report: Screen Flows	Which flows run, what's the status of each interview, and how long do users take to complete the screens?	Public Reports	Automated Process	5/26/2025, 10:34 PM	<input type="checkbox"/>
Created by Me	Volunteer Task		Custom Reports	Dhanasree Thota	6/5/2025, 2:21 AM	<input type="checkbox"/>
Private Reports	venue and Drop Off point		Custom Reports	Dhanasree Thota	6/5/2025, 2:14 AM	<input type="checkbox"/>
Public Reports						
All Reports						

## Reports Tab

**Dashboards**

**Recent**

2 items

DASHBOARDS	Dashboard Name	Description	Folder	Created By	Created On	Subscribed
<b>Recent</b>	Task Execution Details		Custom Dashboards	Dhanasree Thota	6/5/2025, 2:45 AM	<input type="checkbox"/>
Created by Me	Organization Details		Private Dashboards	Dhanasree Thota	6/5/2025, 2:27 AM	<input type="checkbox"/>
Private Dashboards						
All Dashboards						
FOLDERS						
All Folders						

## Dashboards Tab

## **Milestone-16**

### **Conclusion**

By leveraging the Salesforce platform, the project successfully established a streamlined and transparent system for managing surplus food donations. Through efficient coordination with volunteers and timely delivery to beneficiaries, the project effectively addressed food insecurity while maximizing the utilization of available resources.