

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 header features the Salesforce logo and the tagline "Build enterprise-quality apps fast and get hands-on with Agentforce and Data Cloud." Below this, a section titled "Sign up for your Developer Edition" lists several benefits:

- ✓ 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
- ✓ Integrate with anything using APIs

The main form fields are as follows:

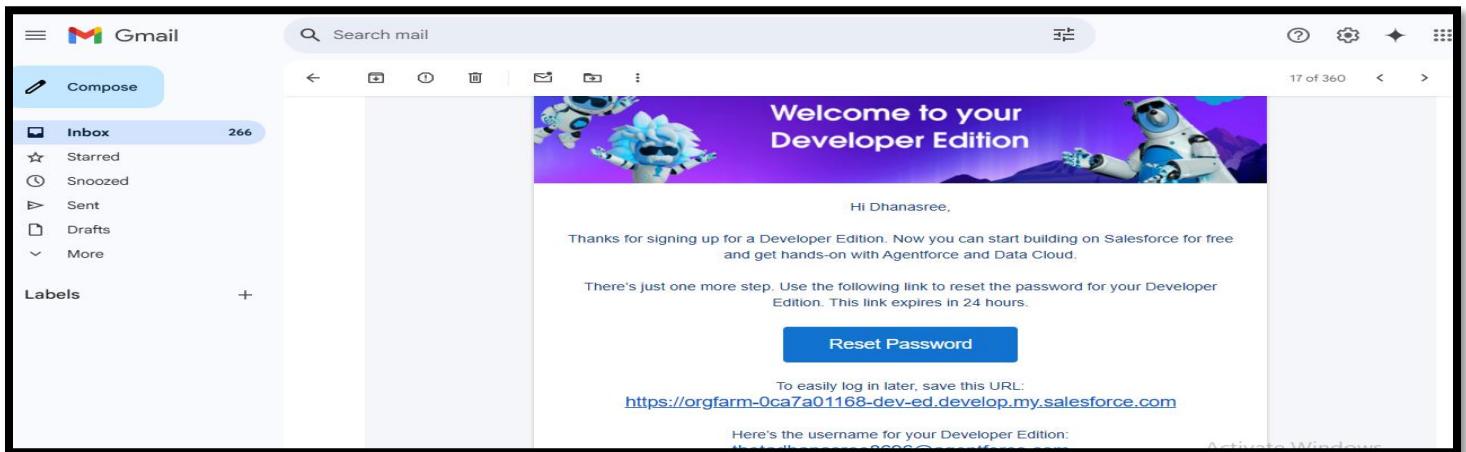
First name	Last name
MANASA	JAGADEESH
Job title	Work email
DEVELOPER	jagadeeshmanasa90@gmail.com
Company	Country/Region
GAYATRI DEGREE COLLEGE TIRUPATI	India

A note at the bottom states: "Your org may be provisioned on or migrated to Hyperforce, Salesforce's public cloud infrastructure." A checkbox agreement is present, and a "Next Step" button is visible at the bottom right.

- First name & Last name: MANASA & JAGADEESH
- Job title: Developer
- Email: jagadeeshmanasa90@gmail.com
- Company: GAYATRI DEGREE COLLEGE TIRUPATI
- County: India

4. Click on sign up after filling this

Account Activation:

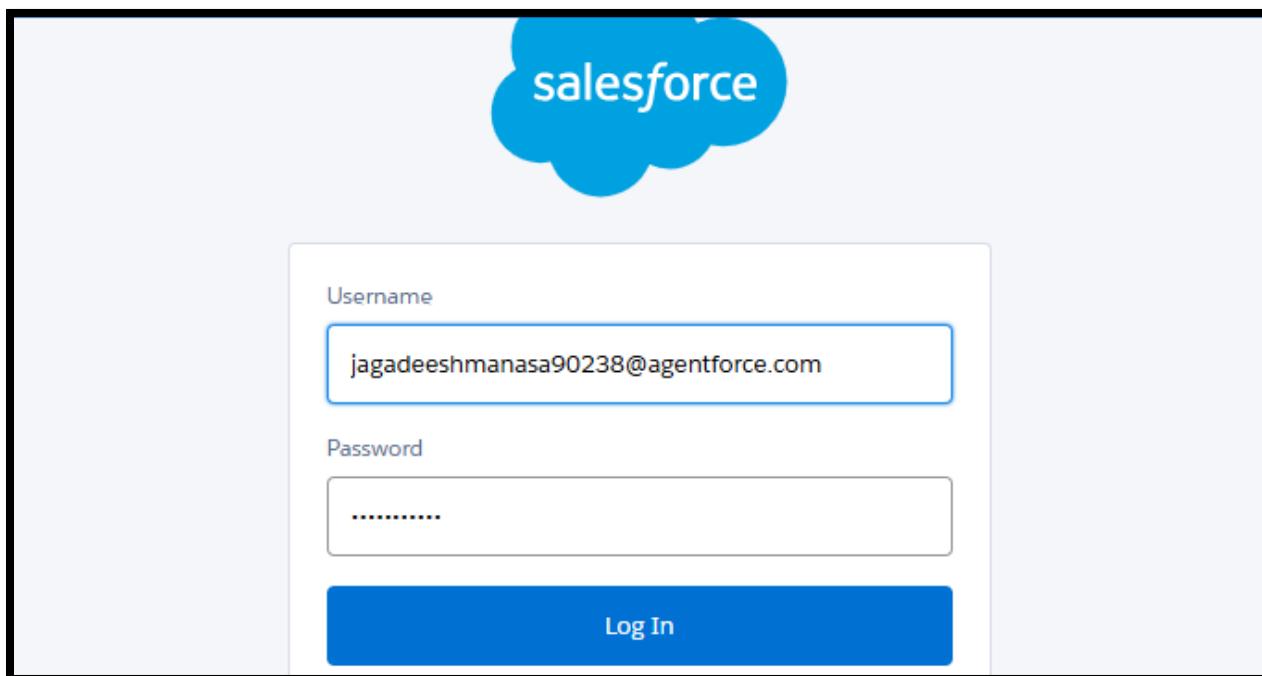


Developer Org Mail Verification

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

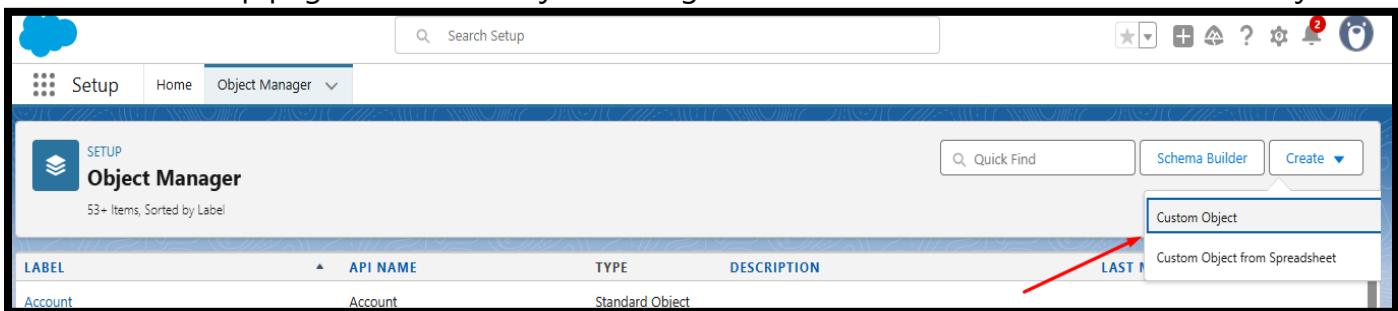
Objects

To Navigate to Setup page:



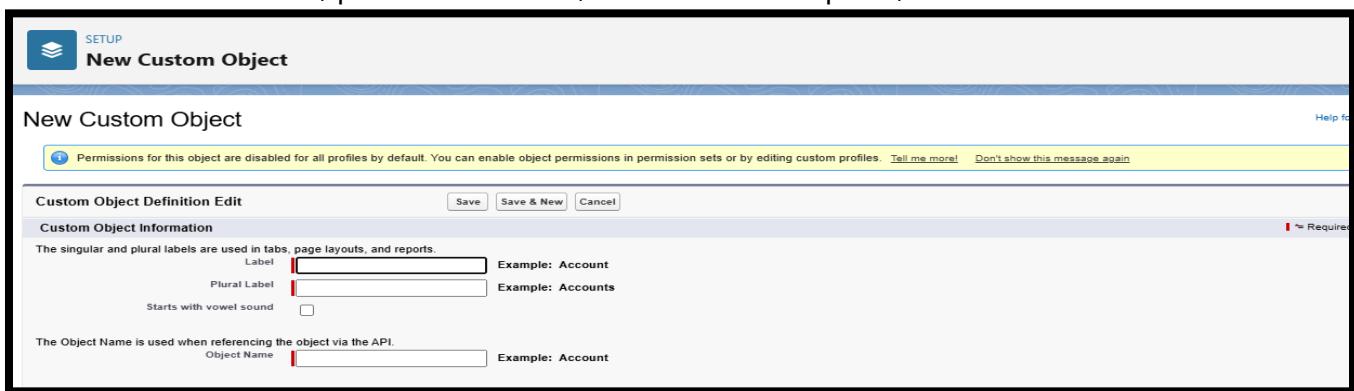
To create an object:

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.



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.

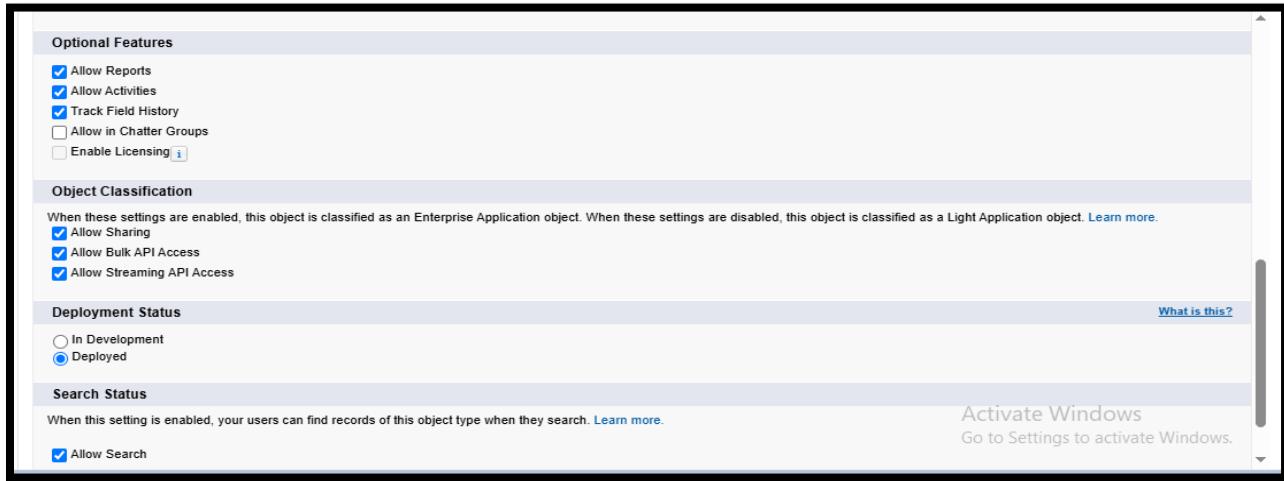
The screenshot shows the Salesforce Object Manager interface. At the top, there are tabs for Setup, Home, and Object Manager. Below the tabs, there's a search bar and a toolbar with various icons. On the right side of the toolbar, there's a 'Create' button with a dropdown arrow, which is highlighted with a red arrow in the image. The main area displays a table with columns labeled LABEL, API NAME, TYPE, and DESCRIPTION. A single row is visible for the 'Account' object. In the bottom right corner of the table, there's a link '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 is titled 'Venue' and contains 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'. There's also a note about changing labels affecting integrations and merge templates. In the 'Object Name' section, the 'Object Name' field is set to 'Venue'. A 'Description' field is also present at the bottom.

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.

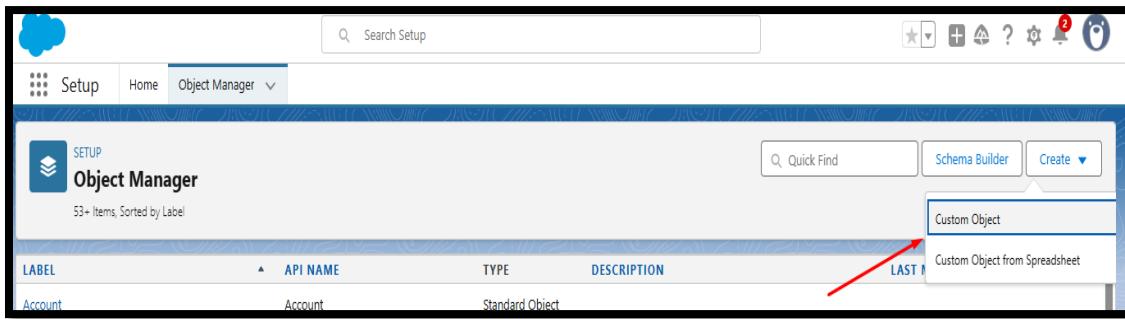
3. Allow search >> Save.



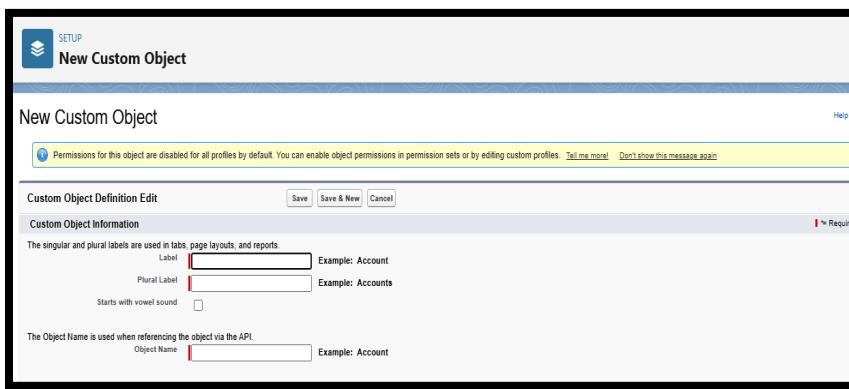
Create Drop-Off Point Object:

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



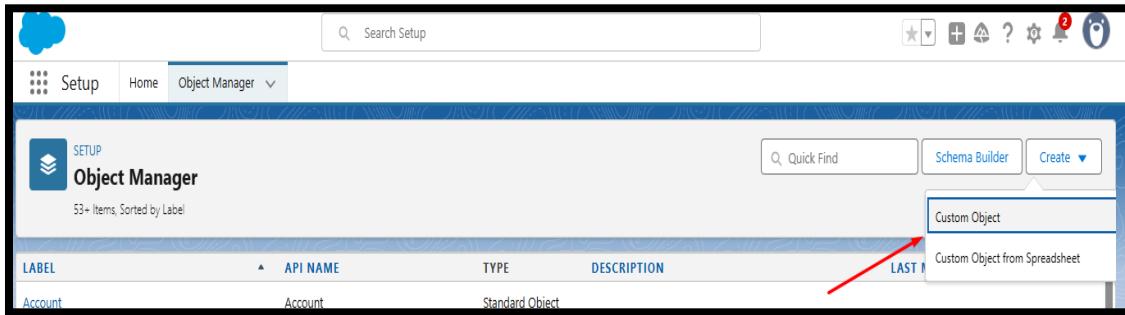
- Record Name >> Drop-Off point Name
 - Data Type >> Text
2. Click on Allow reports and Track Field History, Allow Activities
 3. Allow search >> Save.



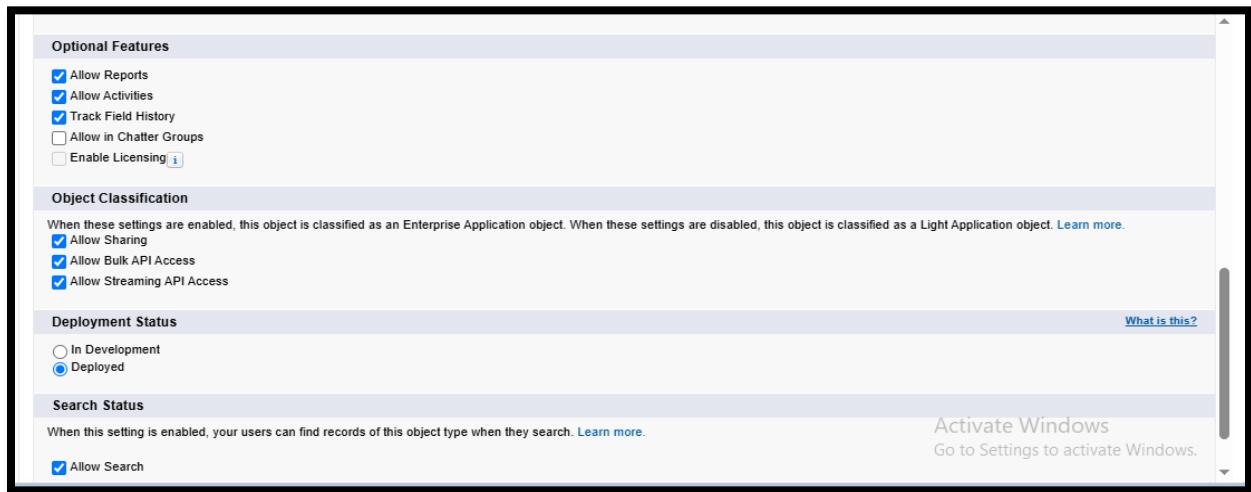
Create Task Object:

To create an object:

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



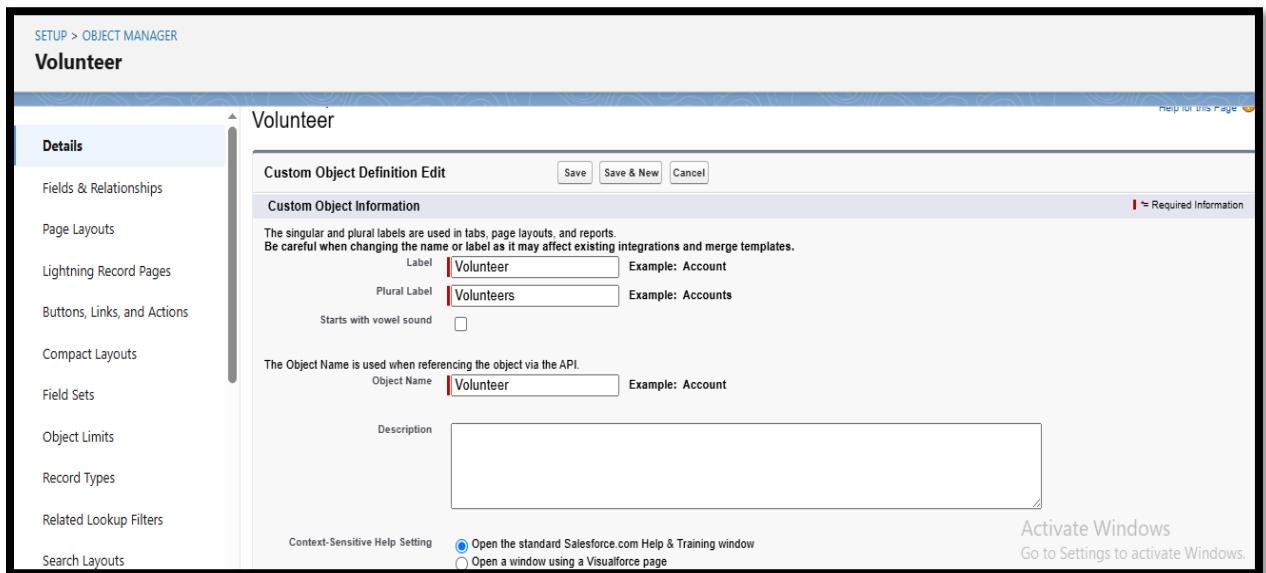
1. Enter the label name>> Task
2. Plural label name>> Tasks
3. Enter Record Name Label and Format
 - Record Name >> Task Name
 - Data Type >> Text
2. Click on Allow reports and Track Field History,Allow Activities
3. Allow search >> Save.



Create Volunteer Object

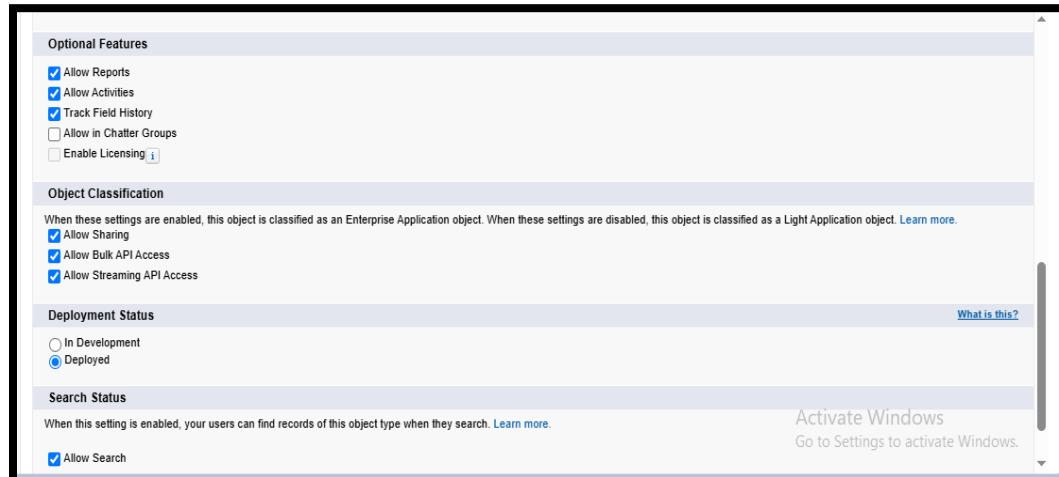
To create an object:

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

The screenshot shows the 'Custom Object Definition Edit' interface. At the top, there are three buttons: 'Save', 'Save & New', and 'Cancel'. Below this is a section titled 'Custom Object Information' with a note: '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.' It contains fields for 'Label' (Execution Detail) and 'Plural Label' (Execution Details), both with examples: 'Example: Account' and 'Example: Accounts'. There is also a checkbox for 'Starts with vowel sound'. Below this is another section for 'Object Name' (Execution_Detail) with 'Example: Account'.

3. Enter Record Name Label and Format
 - Record Name : Execution Detail Name
 - Data Type Text

This screenshot shows the 'Optional Features' and 'Deployment Status' sections of the object configuration. In 'Optional Features', several checkboxes are checked: 'Allow Reports', 'Allow Activities', 'Track Field History', 'Allow in Chatter Groups', and 'Enable Licensing'. In 'Object Classification', three checkboxes are checked: 'Allow Sharing', 'Allow Bulk API Access', and 'Allow Streaming API Access'. Under 'Deployment Status', the radio button 'Deployed' is selected. In the 'Search Status' section, the checkbox 'Allow Search' is checked. A message on the right says 'Activate Windows' and 'Go to Settings to activate Windows.'

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

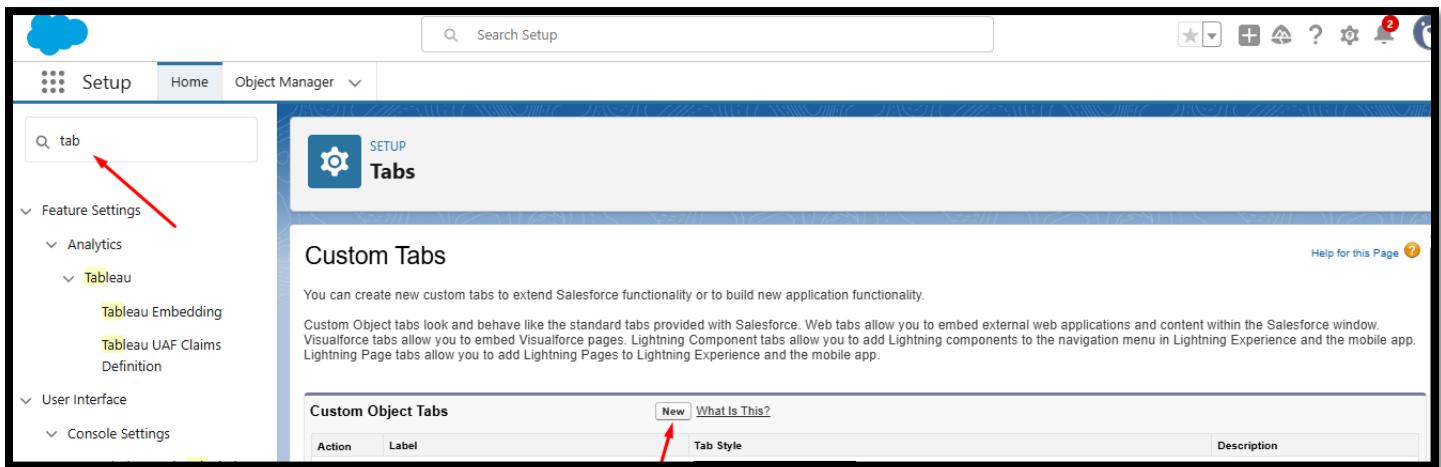
Milestone-03

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)



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 'Custom Object Tab Information' section includes fields for 'Tab Label' (set to 'Venues'), 'Object' (set to 'Venue'), and 'Tab Style' (set to 'Building'). Below this, there is an optional field for a 'Splash Page Custom Link' with a dropdown menu showing '-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)

The screenshot shows the Salesforce Setup interface. In the top left, there's a search bar with 'tab' typed into it. Below the search bar, the 'Tabs' section is visible under the 'Custom' category. On the left sidebar, 'Tableau' is expanded, showing 'Tableau Embedding' and 'Tableau UAF Claims Definition'. At the bottom of the sidebar, 'Console Settings' is listed. The main content area is titled 'Custom Tabs' and contains a table with columns 'Action', 'Label', 'Tab Style', and 'Description'. A red arrow points to the 'New' button at the top right of this table. Another red arrow points to the 'Tab Style' column header.

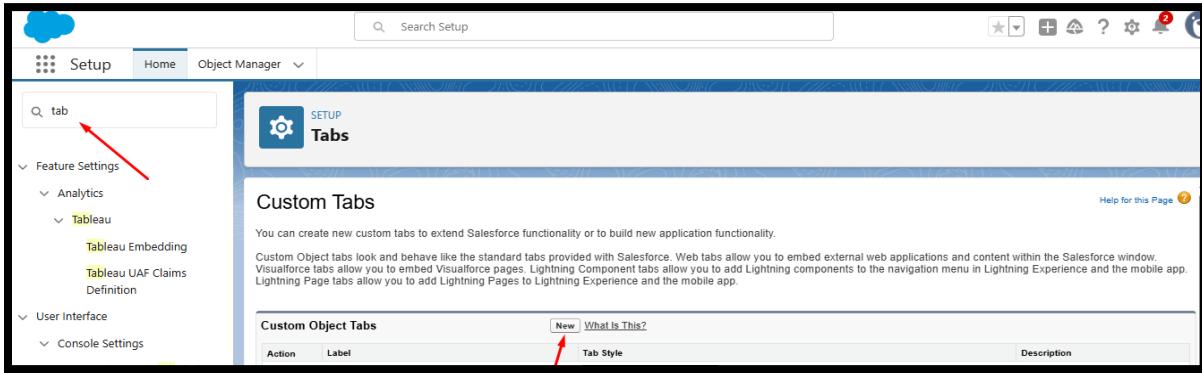
Select Object(Drop_Off Point) >> Select the tab style >> Next (Add to profiles page) keep it as default
>> Next (Add to Custom App) uncheck the include tab.

The screenshot shows the 'Edit Custom Object Tab' page for 'Drop-Off Points'. The title is 'Edit Custom Object Tab Drop-Off Points'. Below it, a message says 'Fill in the fields below to define the custom tab.' The main form is titled 'Custom Tab Definition Edit' and has a section 'Custom Object Tab Information'. It includes fields for 'Tab Label' (set to 'Drop-Off Points'), 'Object' (set to 'Drop-Off Point'), and 'Tab Style' (set to 'Train'). There are three icons next to the 'Train' label: a yellow shield, a purple square, and a blue gear. A red arrow points to the 'Tab Style' field. At the bottom right of the form, there's a note 'Required Information' with a red exclamation mark.

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)



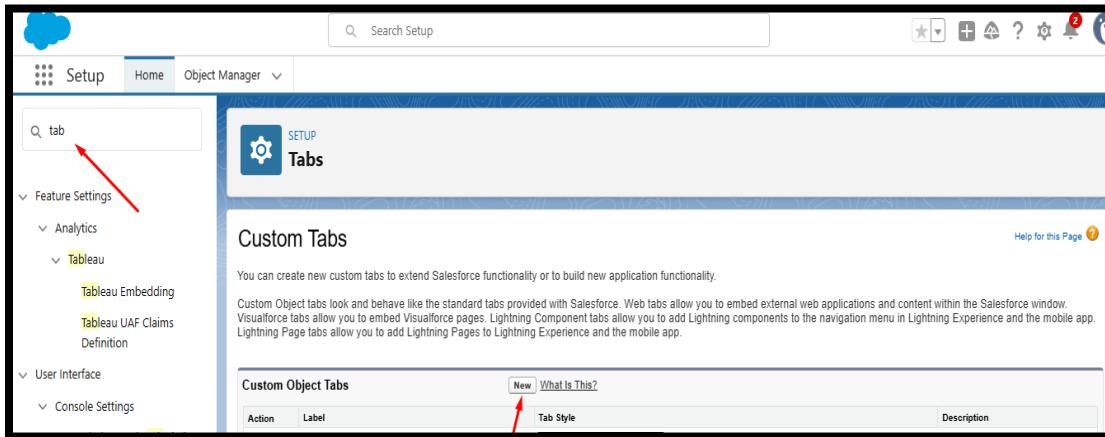
1. Select Object(Task) >> Select the tab style >> Next (Add to profiles page) keep it as default >> Next (Add to Custom App) uncheck the include tab.

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)



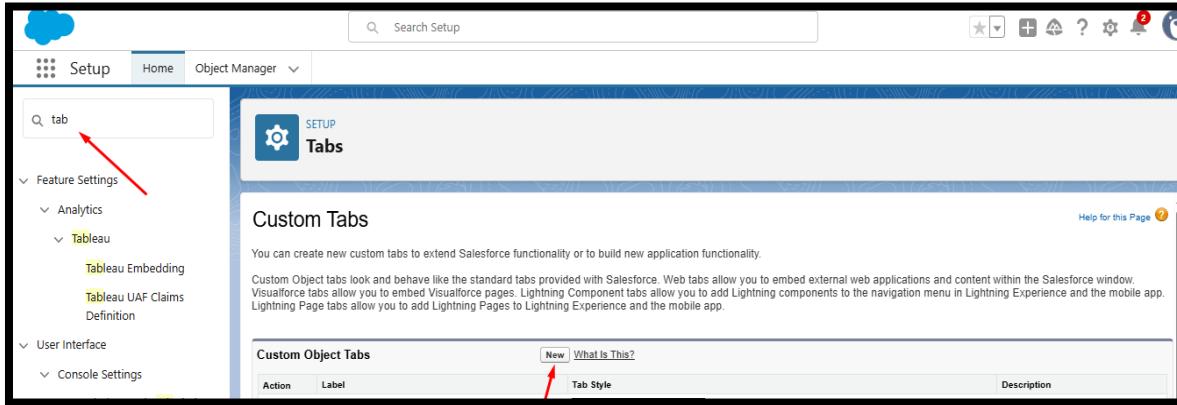
1. Select Object(**Volunteer**) >> Select the tab style >> Next (Add to profiles page) keep it as default >> Next (Add to Custom App) uncheck the include tab .

The screenshot shows the 'Edit Custom Object Tab' page for the 'Volunteers' object. The title is 'Volunteers'. Below it, a note says 'Fill in the fields below to define the custom tab.' The 'Custom Tab Definition Edit' section is active. Under 'Custom Object Tab Information', the 'Tab Label' is set to 'Volunteers', 'Object' is set to 'Volunteer', and the 'Tab Style' is set to 'Factory' (highlighted with a red box). There is also a magnifying glass icon next to the Tab Style field.

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.

The screenshot shows the 'Edit Custom Object Tab' page for 'Execution Details'. The title is 'Edit Custom Object Tab Execution Details'. 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 following fields:

- Tab Label: Execution Details
- Object: Execution Detail
- Tab Style: Cell phone (with a small icon)

A red arrow points to the 'Cell phone' tab style option.

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

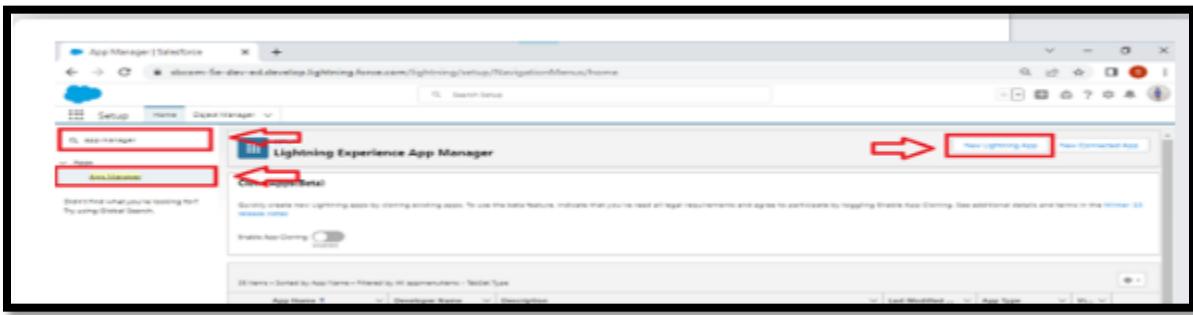
Milestone-04

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.



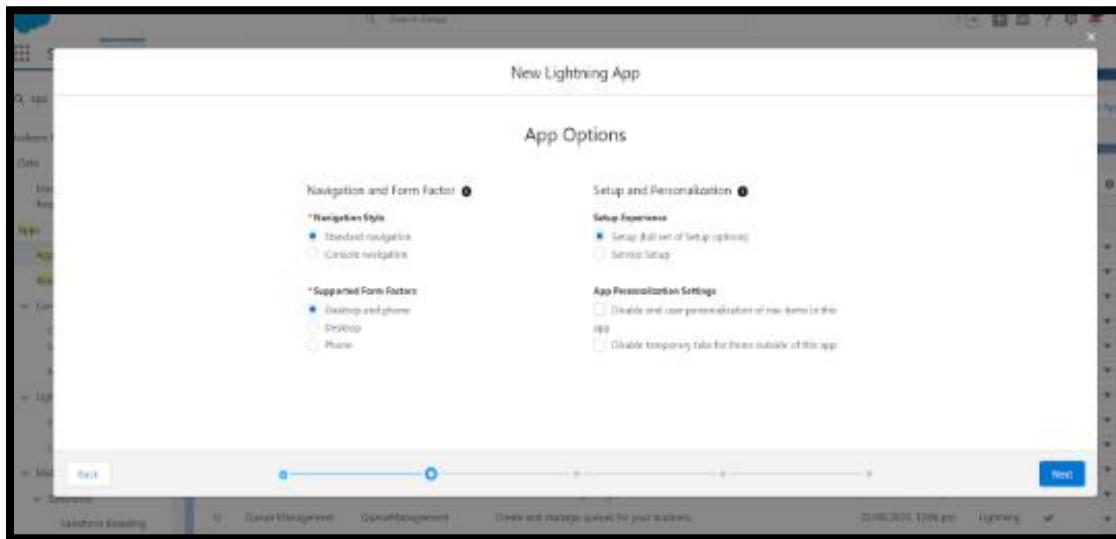
2. Fill the app name in app details and branding as follow

App Name: FoodConnect

Developer Name: This will auto populated

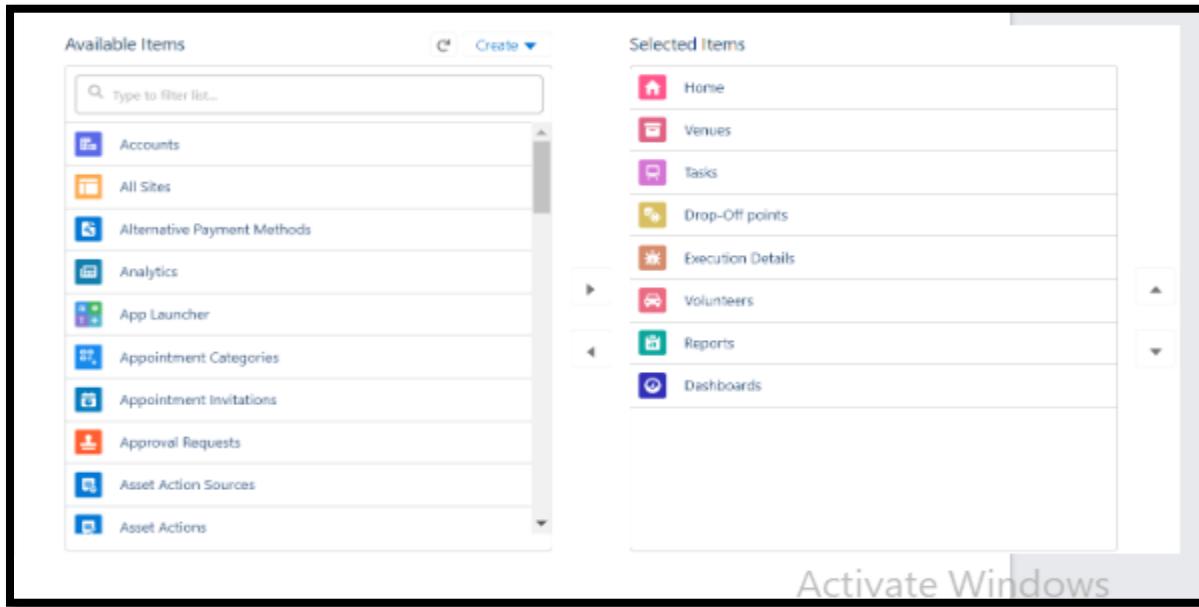
Image: optional (if you want to give any image you can otherwise not mandatory) Primary color hex value: keep this default.

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



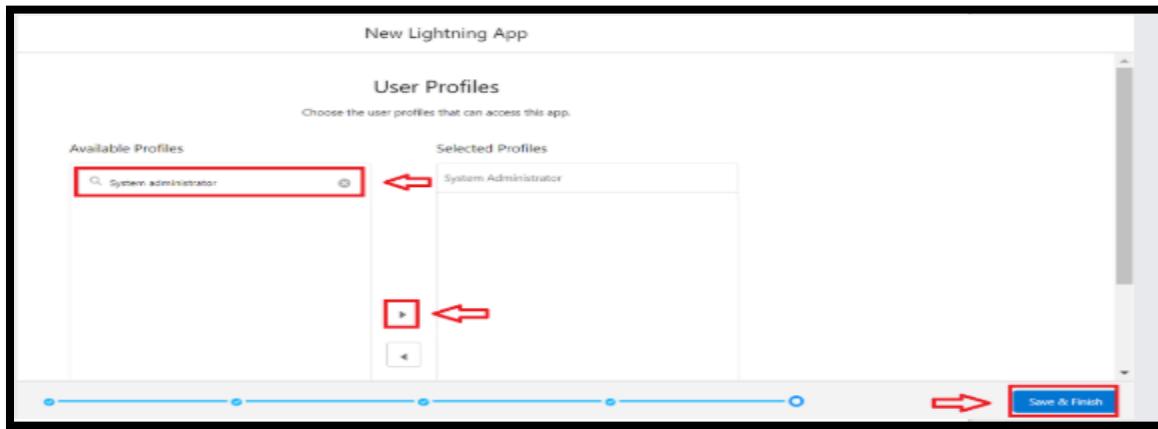
4. (Utility Items) keep it as default >> Next.

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:



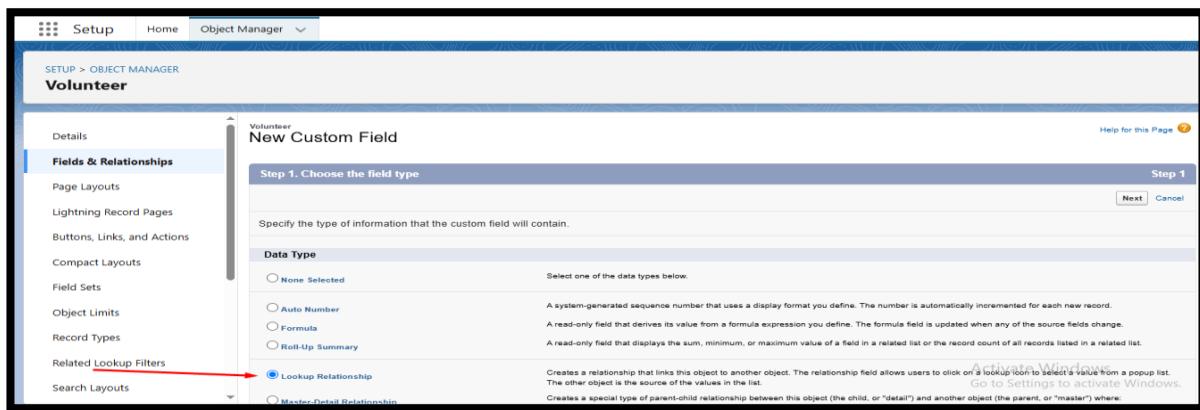
Search profiles (System administrator) in the search bar >> click on the arrow button >> save & finish.

Milestone-05:

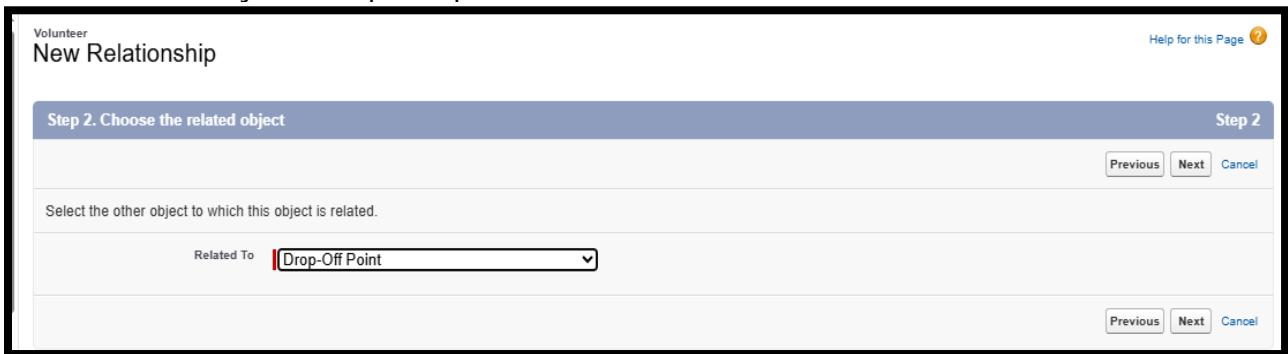
Creation of Relationship fields in objects

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



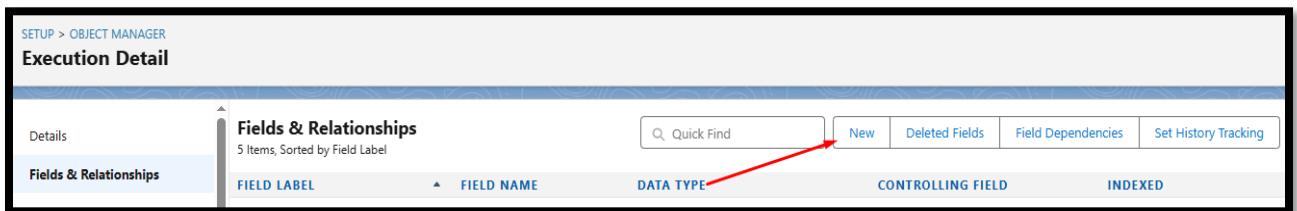
4. Select the related object "Drop-Off point" and click next.



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

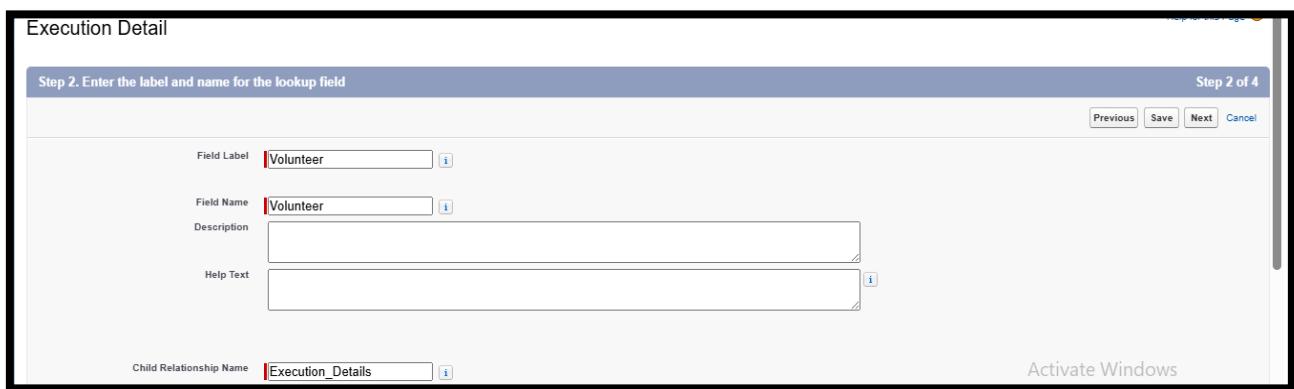


10. Select Master Detail relationship



11. Select the related object “Volunteer” and click next.

12. Field Name : Volunteer



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 box. It contains the following fields:

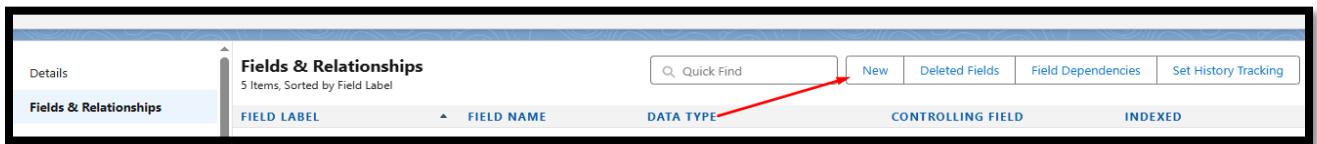
- Field Label: Task
- Field Name: Task
- Description: (empty)
- Help Text: (empty)

The 'Data Type' is set to 'Master-Detail'. An information icon (i) is located in the bottom right corner of the dialog.

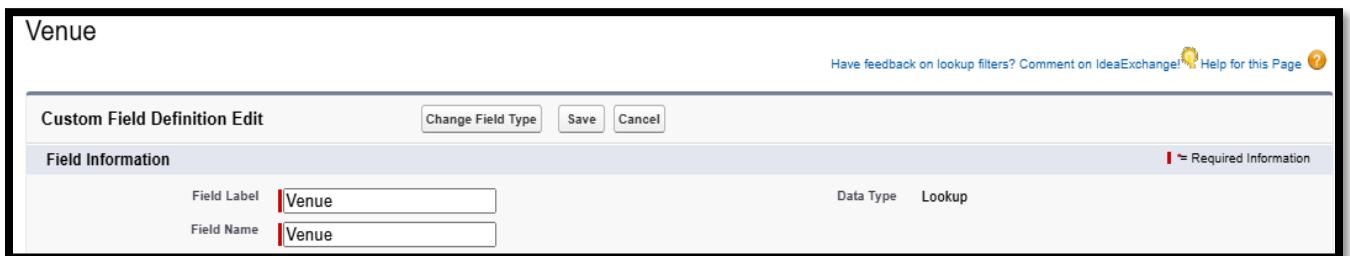
21. Next >> Next >> Save.

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



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



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



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

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

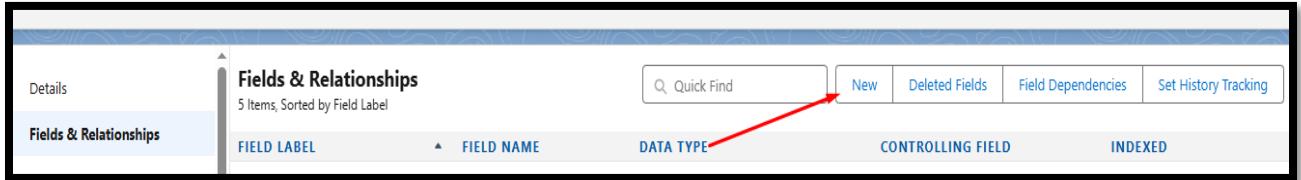
- Field Label: Sponsored By
- Field Name: Sponsored_By
- Description: (empty text area)
- Data Type: Lookup

The 'Field Label' and 'Field Name' fields are highlighted with a red border.

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

The screenshot shows the 'Field Information' configuration screen. It includes fields for 'Field Label' (containing 'Drop-Off Point'), 'Field Name' (containing 'Drop_Off_Point'), 'Data Type' (set to 'Lookup'), and a large 'Description' text area which is currently empty. There are also 'Help Text' and 'Validation Rule' sections at the bottom.

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 note at the bottom right says 'Activate Windows'.

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'. At the bottom, there are checkboxes for 'Required' (checked), 'Unique' (unchecked), and 'External ID' (unchecked). Navigation buttons 'Previous', 'Save', 'Next', and 'Cancel' are located at the top right.

- 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 the 'Data Type' as 'Geolocation'.

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

A screenshot of the 'Geolocation Options' dialog. It has 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 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.

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

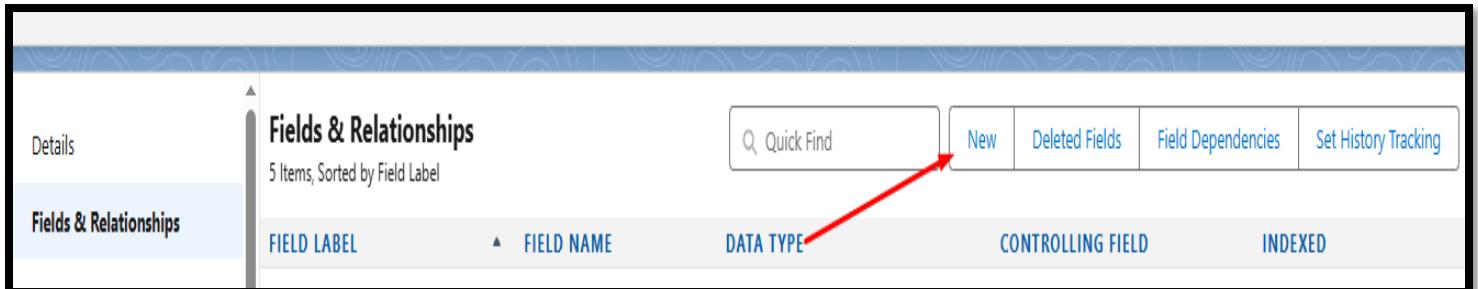
The screenshot shows the 'Field Information' configuration screen. It has sections for 'Field Label' (set to 'Venue Location'), 'Field Name' (set to 'Venue_Location'), and 'Data Type' (set to 'Long Text Area'). There is also a 'Description' section which is currently empty.

- 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



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

A screenshot of the 'Field Information' dialog box. It shows the following fields:
Field Label: Location 2
Field Name: Location_2
Description: Enter the Geolocation of the Drop off Point
Data Type: Geolocation

- Geolocation Options : select Decimal
- Decimal Places : 4

A screenshot of the 'Geolocation Options' dialog box. It shows:
Degree, Minutes, Seconds: Unselected
Decimal: Selected
Decimal Places: 4
Buttons at the bottom: Save and Cancel

- 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' page. 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, there are tabs for 'Details' and 'Fields & Relationships'. The main area has columns for 'FIELD LABEL', 'FIELD NAME', 'DATA TYPE', 'CONTROLLING FIELD', and 'INDEXED'. A red arrow points from the 'New' button at the top to the 'DATA TYPE' column header.

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' section. It includes fields for 'Field Label' (set to 'distance calculation') and 'Field Name' (set to 'distance_calculation'). There is also a 'Description' field and a 'Required Info' indicator.

- Formula Return Type : Number
- Formula Options : DISTANCE(Location_2__c , Venue_r.Location__c , 'km')

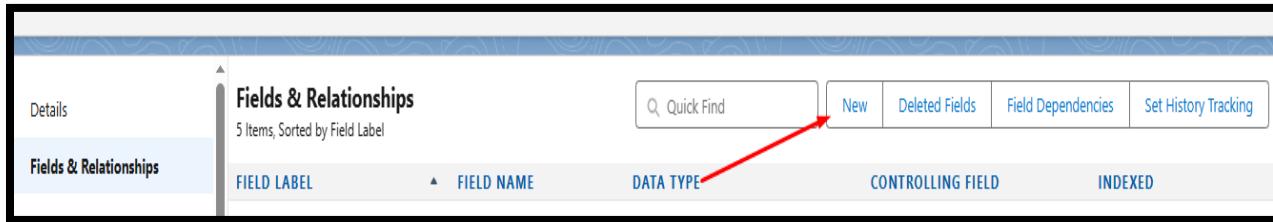
The screenshot shows the 'Formula Options' section. It includes a 'Formula Return Type' dropdown set to 'Number' and 'Decimal Places' set to '2'. Below it is a text area containing the formula: 'distance calculation (Number) = DISTANCE(Location_2__c , Venue_r.Location__c , 'km')'. There are tabs for 'Simple Formula' and 'Advanced Formula', and a 'Select Field Type' dropdown set to 'Drop-Off Point'. A 'Quick Tips' sidebar is visible on the right.

The screenshot shows the final review step. It features a 'Check Syntax' button and a green message: 'No syntax errors in merge fields or functions. (Compiled size: 570 characters)'. At the bottom 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 Salesforce. The top navigation bar includes 'Details', 'Fields & Relationships', 'Quick Find', 'New', 'Deleted Fields', 'Field Dependencies', and 'Set History Tracking'. Below this is a table with columns: FIELD LABEL, FIELD NAME, DATA TYPE, CONTROLLING FIELD, and INDEXED. The 'DATA TYPE' column header is highlighted with a red arrow pointing to it.

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' dialog box. It contains fields for 'Field Label' (Distance), 'Field Name' (Distance), and 'Data Type' (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. There is also a note about formula syntax at the bottom of the Number Options section.

- 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' page in Salesforce. 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. Under the 'Required' section, there is a checked checkbox labeled 'Always require a value in this field in order to save a record'. Below it is a 'Default Value' section with a 'Show Formula Editor' button. A note below the formula editor says: 'Use formula syntax: Enclose text and picklist value API names in double quotes: ("the_text"), include numbers without quotes: (2), show percentages as decimals: (.10), and express date calculations in the standard format: (Today() + 7). To reference a field from a Custom Metadata type record use: \${CustomMetadata.Type__mdt}RecordAPIName.FieldName_c'.

- 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. The top navigation bar includes 'Details', 'Fields & Relationships', 'Quick Find', 'New', 'Deleted Fields', 'Field Dependencies', and 'Set History Tracking'. Below this is a table header with columns: FIELD LABEL, FIELD NAME, DATA TYPE (which has a red arrow pointing to it), CONTROLLING FIELD, and INDEXED. The table body contains one row with the label 'Food Category'.

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

The screenshot shows the 'New Custom Field' configuration page for a 'Food Category' field. It's Step 2 of 4. The 'Field Label' is set to 'Food Category'. Under 'Values', 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 several checkboxes at the bottom left: 'Display values alphabetically, not in the order entered', 'Use first value as default value', and 'Distinct picklist to the values defined in the value set'. On the right, there's a note about activating Windows.

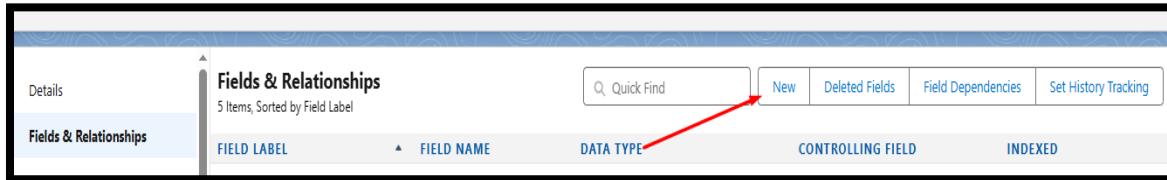
- Click on required check box

The screenshot shows the 'New Custom Field' configuration page for a 'Food Category' field. It's Step 3 of 4. The 'Field Name' is 'Food_Category'. Under 'Description' and 'Help Text', there are large text input areas. At the bottom, there are two checked checkboxes: 'Always require a value in this field in order to save a record' and 'Add this field to existing custom report types that contain this entity'.

- 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

The screenshot shows the 'Field Information' page. It has fields for 'Field Label' (Number of People Served), 'Field Name' (Number_of_People_Served), 'Data Type' (Number), 'Description' (empty), and 'Help Text' (empty). The 'Field Label' and 'Field Name' fields are highlighted with a red border.

- Click on required check box

The screenshot shows the 'General Options' page. It includes checkboxes for 'Required' (checked), 'Unique' (unchecked), 'External ID' (unchecked), and 'AI Prediction' (unchecked). The 'Required' checkbox is checked and highlighted with a red border.

- 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 the Salesforce setup. 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 page header.

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

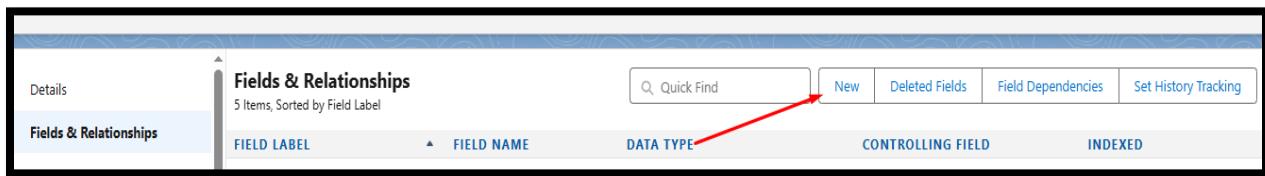
The screenshot shows the 'Field Information' dialog box. It contains three fields: 'Field Label' with the value 'Name of the Person', 'Field Name' with the value 'Name_of_the_Person', and 'Data Type' set to 'Text'. There is also a 'Description' field which is empty.

- 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:

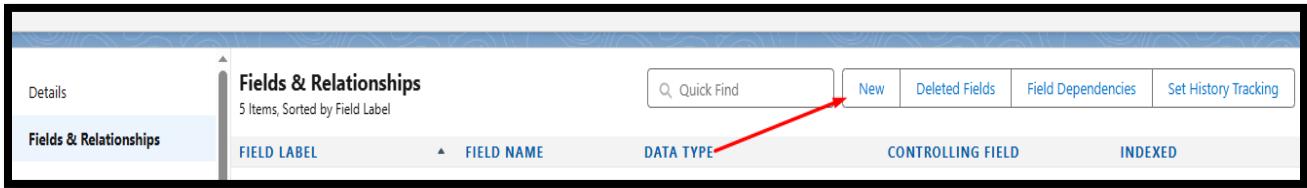
- Field Label : Phone
- Field Name : Phone

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 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

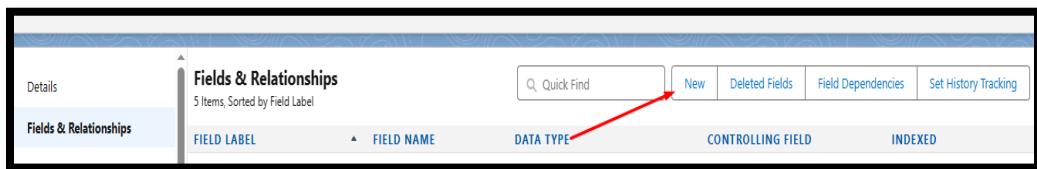
The 'Data Type' field is highlighted with a red border.

- 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



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

To create another fields in an object:

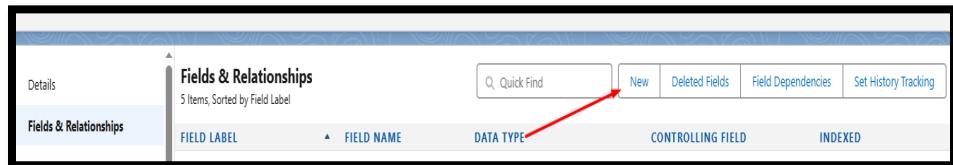
1. Go to setup >> click on Object Manager >> type object name(Volunteer) in search bar >> click on the object.
2. Now click on "Fields & Relationships" >> New
3. Select Data type as a "Picklist" and Click on Next
4. Fill the Above as following:
 - Field Label : Gender
 - Field Name : Gender
 - Enter 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'. There is also a 'Description' field which is empty.

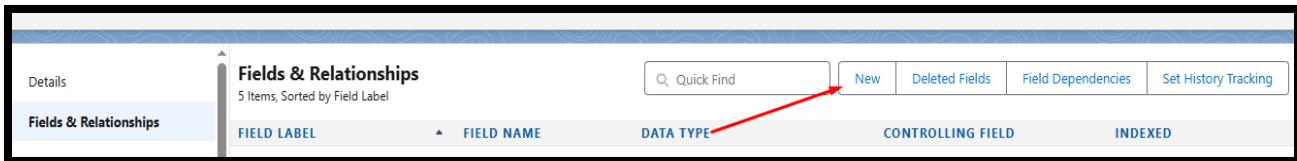
- Click on required check box

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' page. It shows two input fields: 'Field Label' containing 'Age' and 'Field Name' also containing 'Age'. To the right, the 'Data Type' is listed as 'Number'. There is also a 'Description' field which is empty.

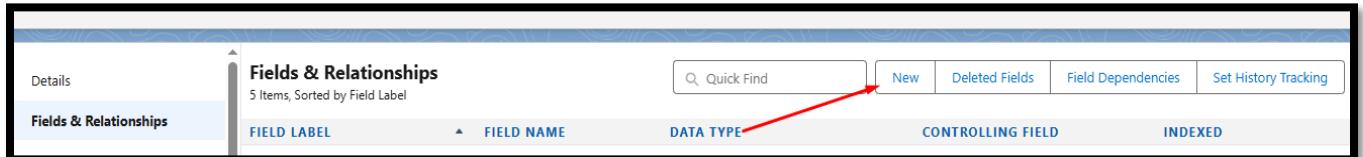
- Click on required check box

A screenshot of the 'General Options' page. Under the 'Required' section, there is a checked checkbox labeled 'Always require a value in this field in order to save a record'. Other options like 'Unique', 'External ID', and 'AI Prediction' each have an unchecked checkbox next to their respective descriptions.

- 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 page. It shows a table with three rows: 'Field Label' containing 'Email', 'Field Name' containing 'Email', and 'Description' which is empty. To the right of the table, it says 'Data Type' and 'Email'.

- Click on required check box

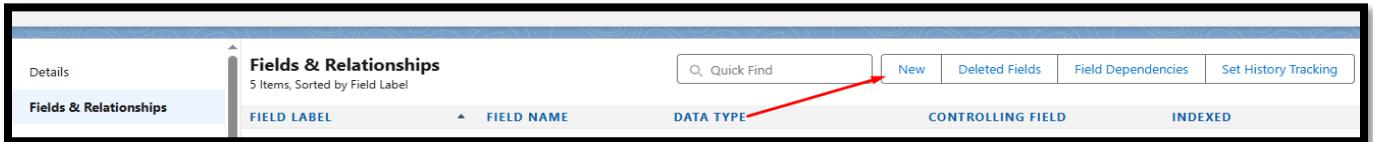
A screenshot of the General Options page. It includes several checkboxes:

- Required: Always require a value in this field in order to save a record
- Unique: Do not allow duplicate values
- External ID: Set this field as the unique record identifier from an external system
- Default Value: [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' configuration screen. It shows the following fields:

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

A red box highlights the 'Field Label' and 'Field Name' input fields. A red arrow points from the 'Field Label' field to the 'Field Name' field, indicating they must be identical.

- Click on required check box

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

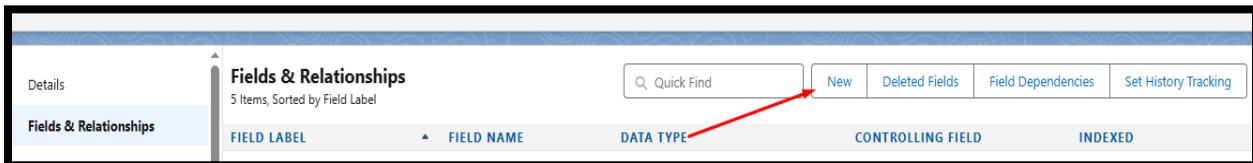
Required	<input checked="" type="checkbox"/> Always require a value in this field in order to save a record
Unique	<input type="checkbox"/> Do not allow duplicate values
External ID	<input type="checkbox"/> Set this field as the unique record identifier from an external system
AI Prediction	<input type="checkbox"/>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

A red box highlights the 'Required' checkbox, which is checked.

- 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:

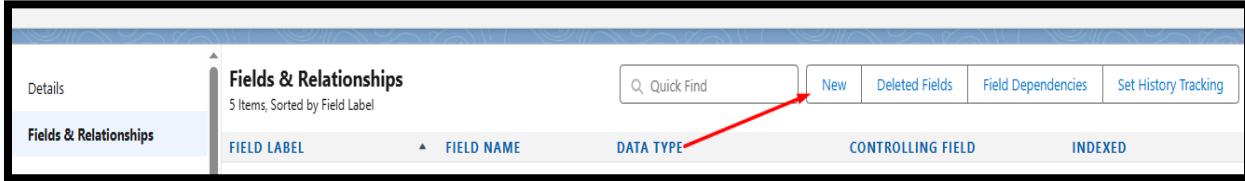
- Field Label: Address
- Field Name: Address
- Description: (empty)
- Data Type: Long Text Area

A red asterisk (*) is shown next to 'Data Type' indicating it is required.

- 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

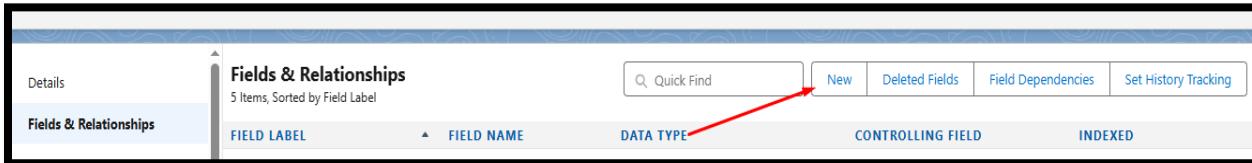
A screenshot of the 'Field Information' dialog box. It shows the following fields:

- Field Label: Date of Birth
- Field Name: Date_of_Birth
- Description: (empty text area)
- Data Type: Date (shown to the right of the field label)

- 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

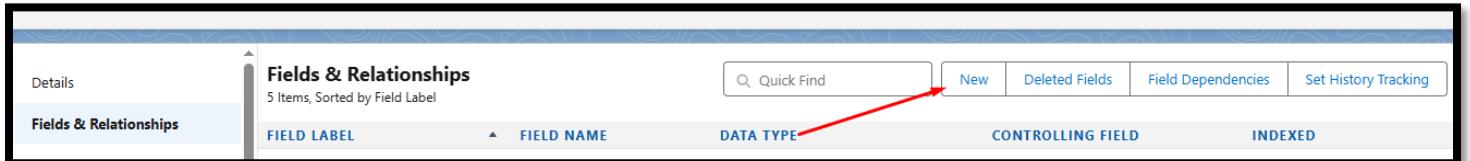
- Length Size: 20

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:

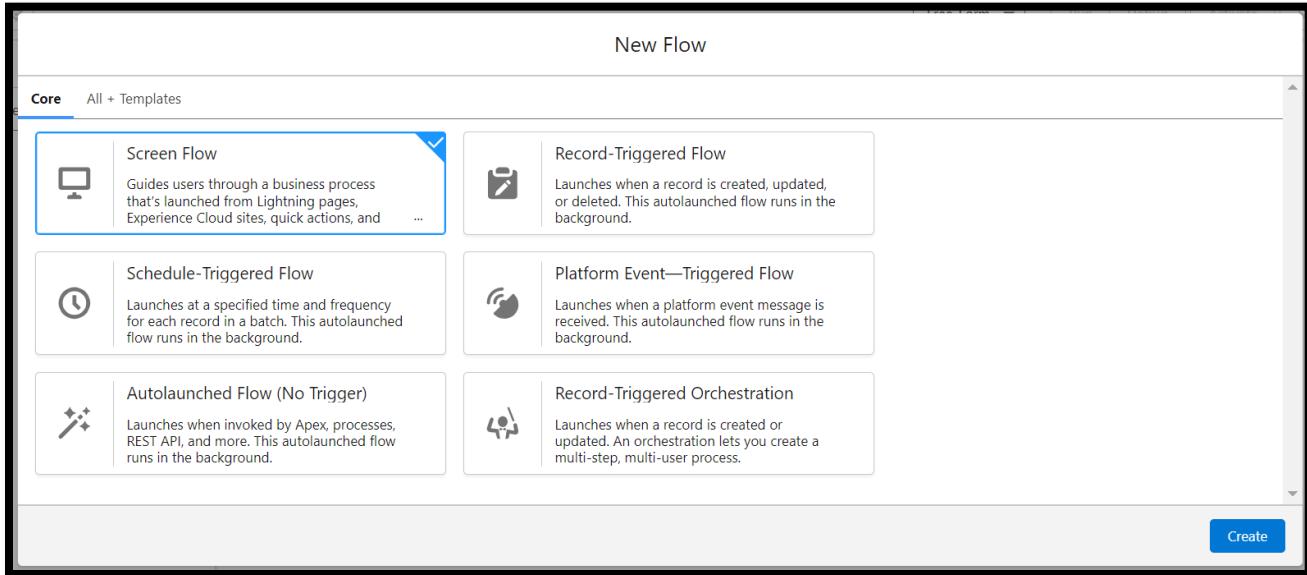
- Field Label: Execution ID
- Field Name: Execution_ID
- Description: (empty)
- Data Type: Auto Number

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

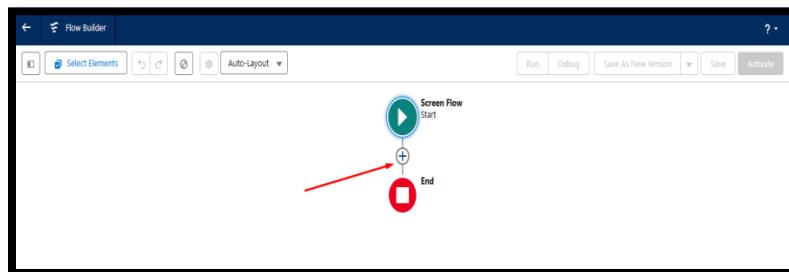
Milestone-06:

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.



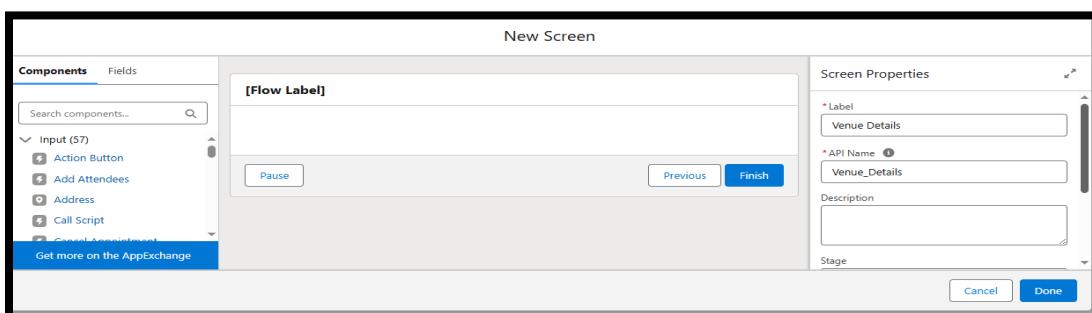
3. Click on the '+' icon in between start and end, and click on screen element.



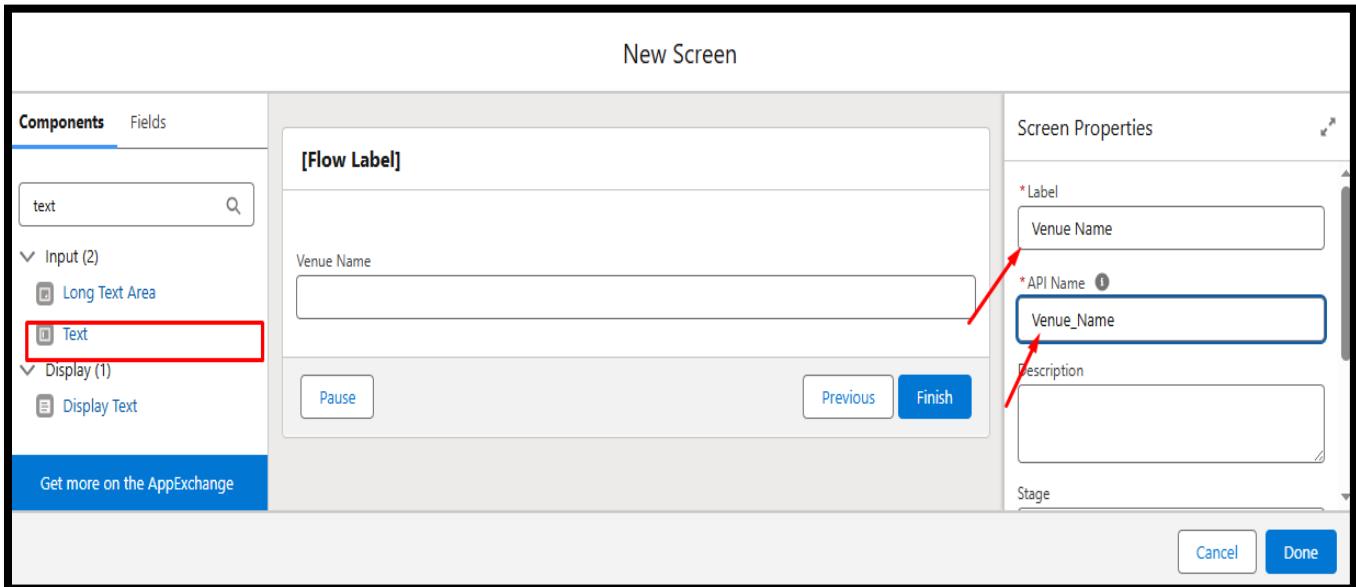
3. Under the Screen Properties:

Label : Venue Details

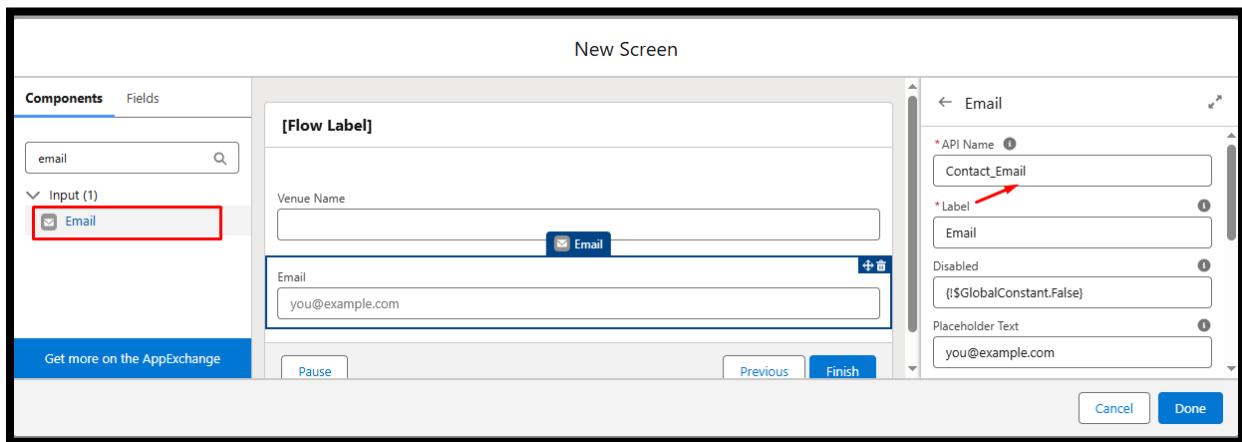
API Name :Venue_Details



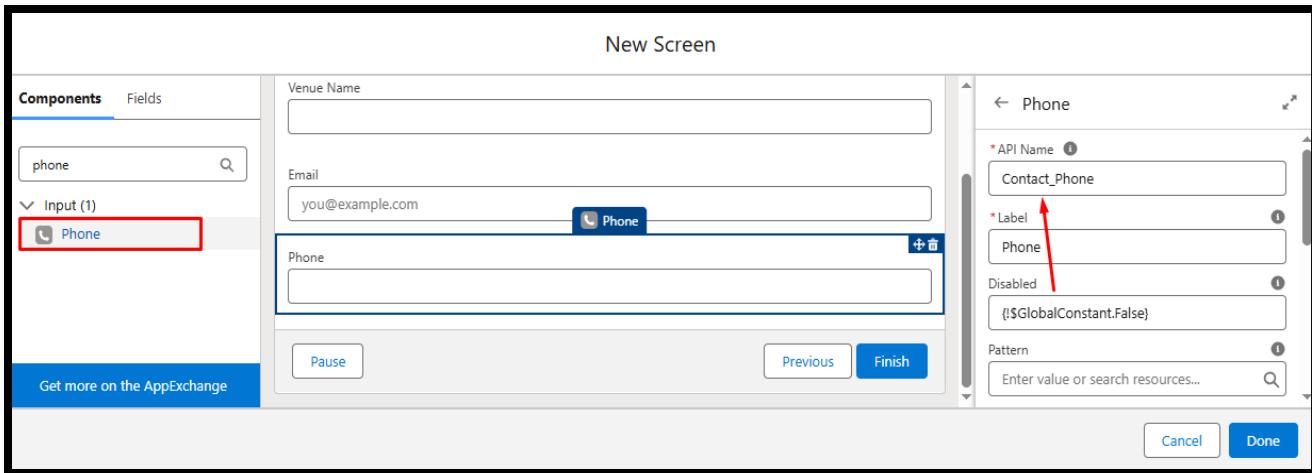
5. Now Lets add components in this flow. Click on Text Component and name it as:
- Label : Venue Name
 - API Name : Venue_Name



6. Click on Email Component and name it as:
- Label : Email
 - API Name : Contact_Email

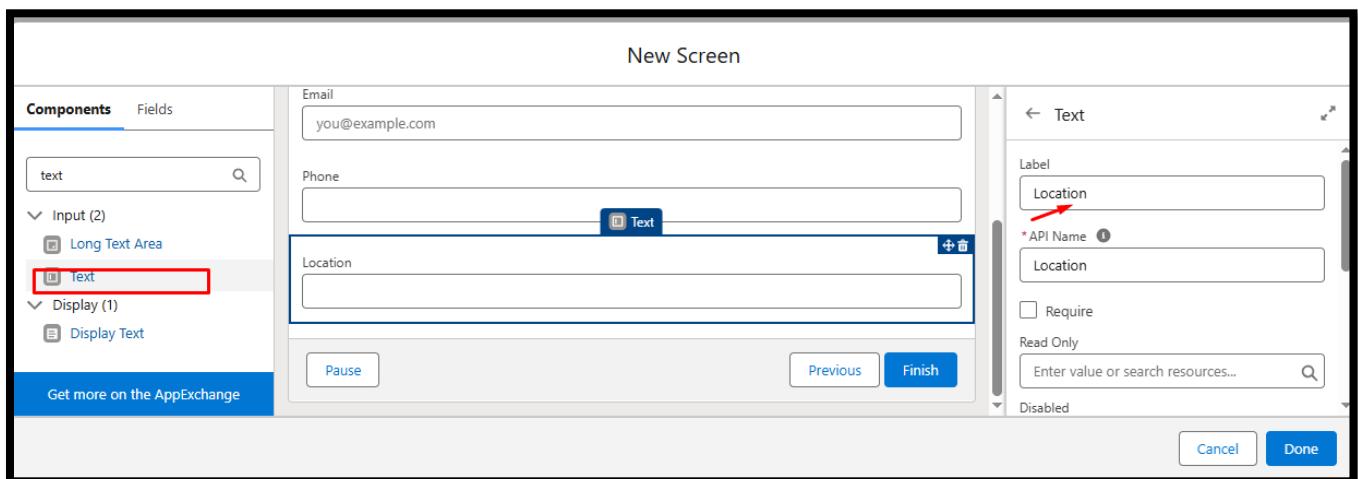


7. Click on Phone Component and name it as:
- Label : Phone
 - API Name : Contact_Phone



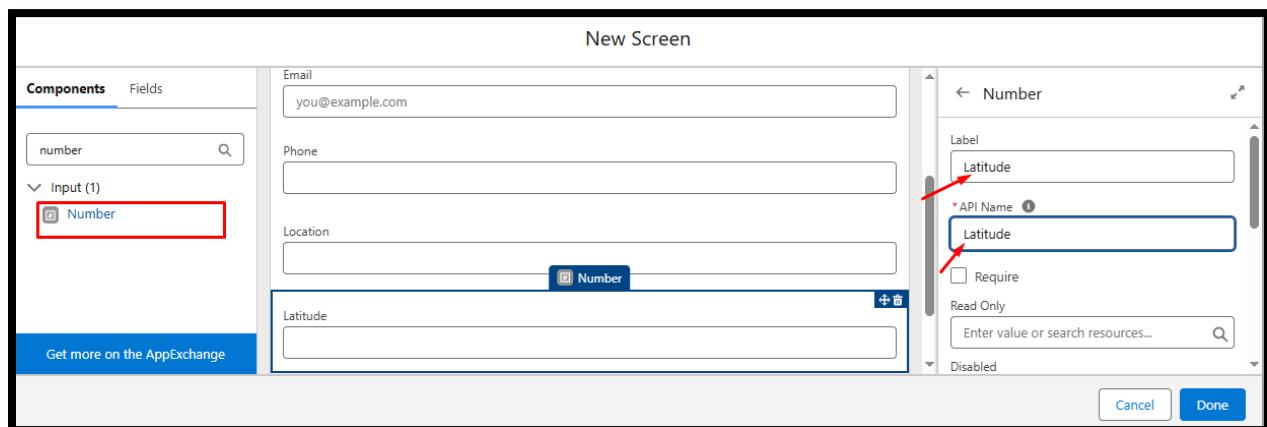
8. Click on Text Component and name it as:

- Label : Location
- API Name : Location



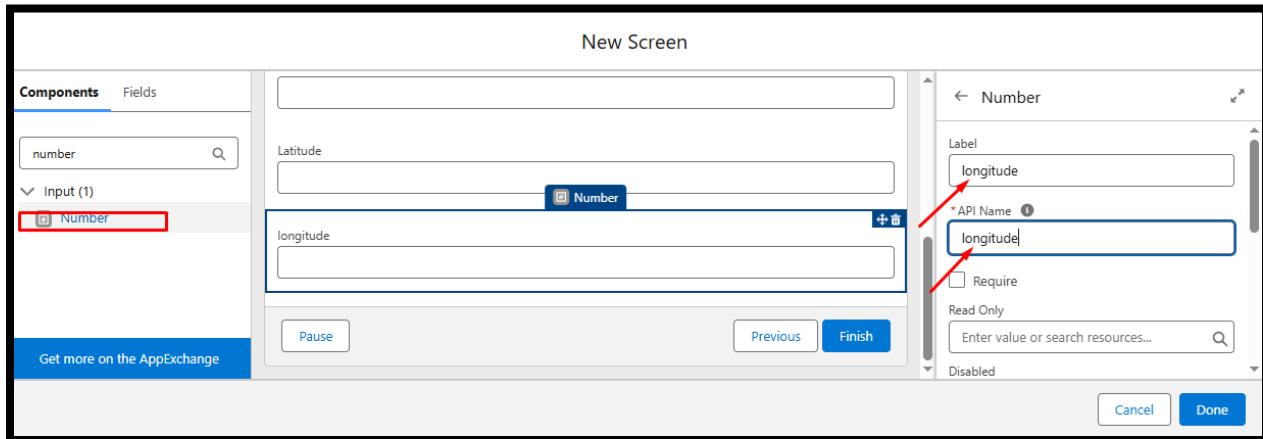
9. Click on Number Component and name it as:

- Label : Latitude
- API Name : Latitude

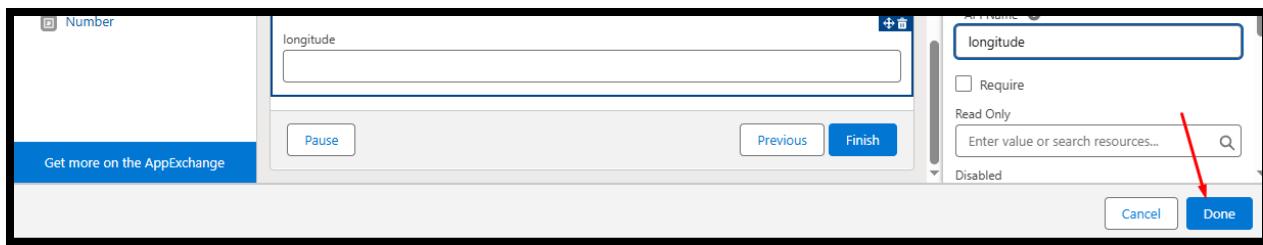


10. Click on Number Component and name it as:

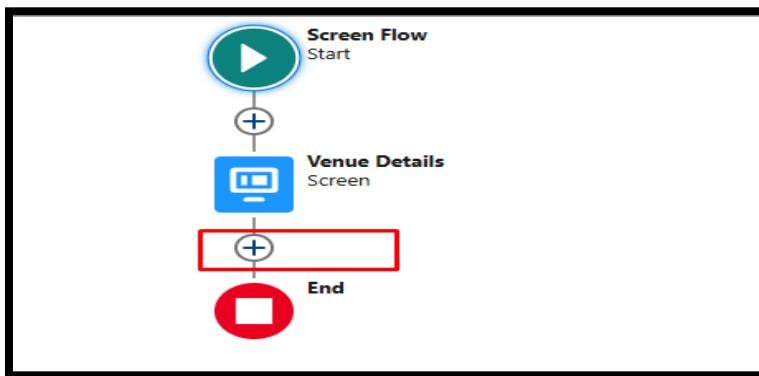
- Label : longitude
- API Name : longitude



Next click on Done. This would like below.

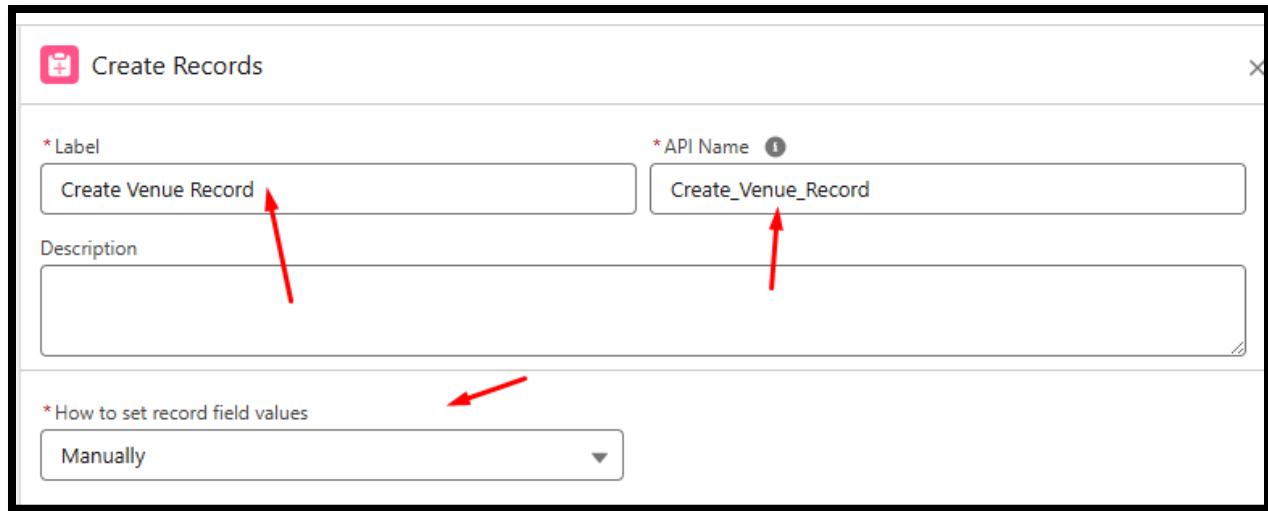


12. Click on the '+' icon in between Venue details and end, and click on create record element.

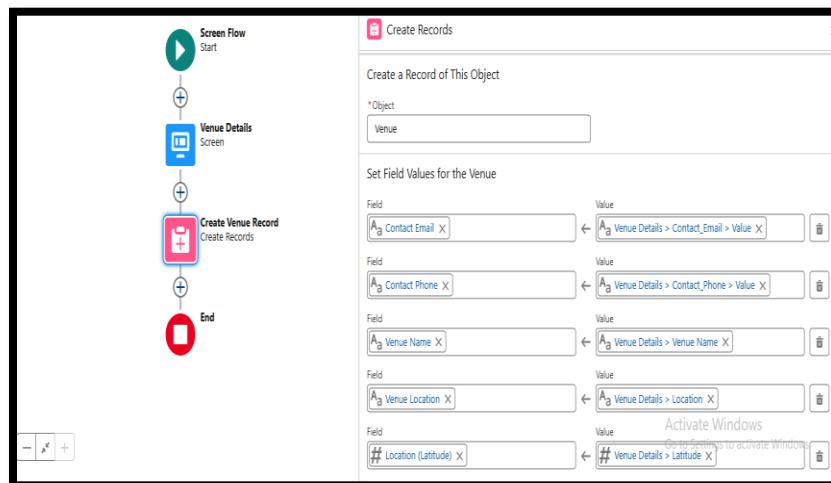


13. Now label it as

- 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) X	←	# Venue Details > Latitude X X
Field	Value	
# Location (Longitude) X	←	# Venue Details > longitude X X
+ Add Field <input checked="" style="margin-right: 10px;" type="checkbox"/> Manually assign variables		
Activate Windows Go to Settings to activate Windows		 Disabled
Check for Matching Records		

15. Click on Save :

Flow Label :Venue Form

Flow API Name :Venue_Form

Save the flow

* Flow Label * Flow API Name

Description

Show Advanced

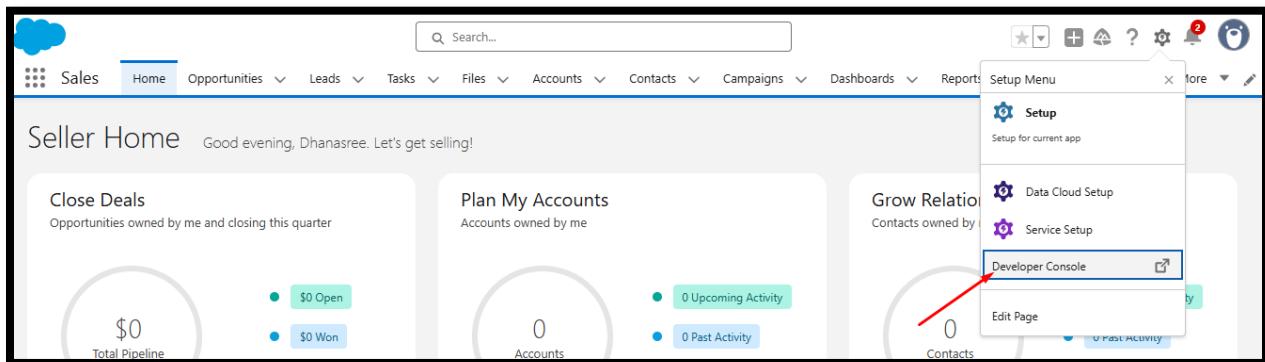
[Cancel](#) [Save](#)

Milestone-07

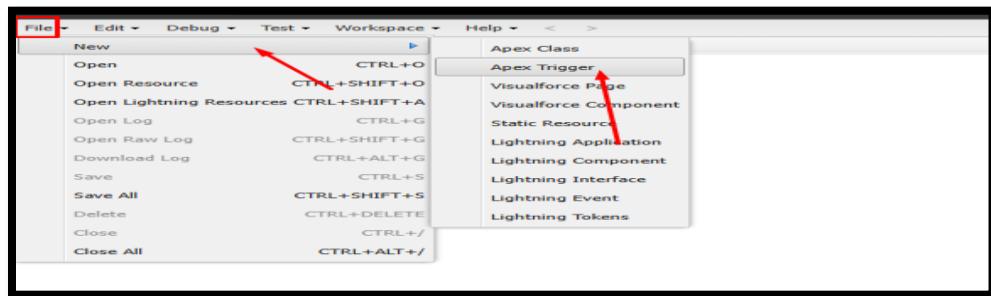
Trigger

Create a Trigger

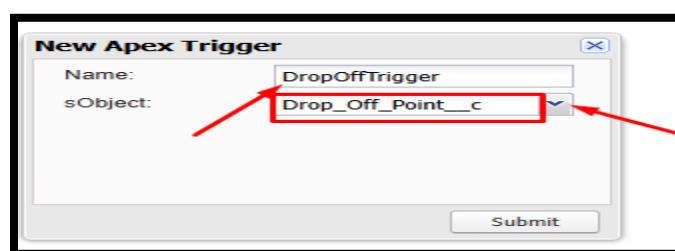
1. Log into the trailhead account, navigate to the gear icon in the top right corner.
2. Click on developer console and you will be navigated to a new console window.



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.



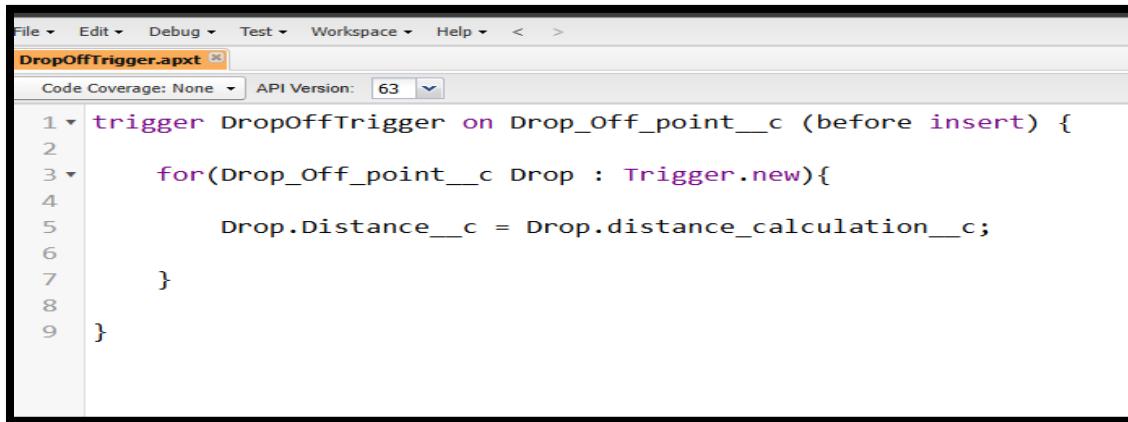
5. Enter Name : DropOffTrigger
 - sObject: Drop-Off Point
6. Click on Submit.



Trigger Code

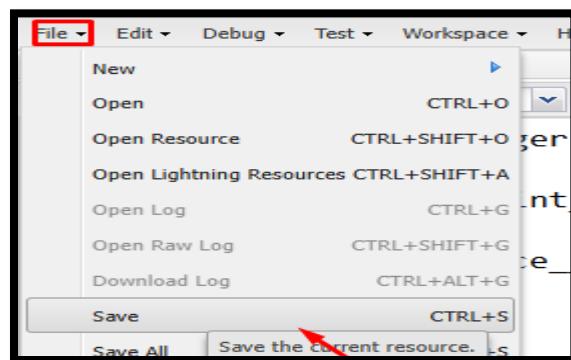
Code:

```
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 IDE interface with the file 'DropOffTrigger.apxt' open. The code editor displays the trigger code provided above. The IDE has a standard menu bar with options like File, Edit, Debug, Test, Workspace, and Help. The API Version is set to 63. The code coverage is shown as 'None'. The code itself is a trigger for the 'Drop_Off_point__c' object, performing a distance calculation on insertion.

- 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 list of profiles. The 'Standard Platform User' profile is selected, indicated by a red box around the 'Edit | Clone' link. Another red arrow points from the right side of the screen towards this red box.

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"/> Edit Clone	Solution Manager	Salesforce	□
<input type="checkbox"/> Edit Clone	Standard Platform User	Salesforce Platform	□
<input type="checkbox"/> Edit Clone	Standard User	Salesforce	□
<input type="checkbox"/> Edit Clone	System Administrator	Salesforce	□

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 of the form.

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 that is a note 'To get more licenses, use the Your Account app. [Let's Go](#)'. At the top of the user list table, there are buttons for 'New User', 'Reset Password(s)', and 'Add Multiple Users'. The table 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 : jagadeeshmanasa90@gmail.com
- Username : iksha234@sb.com
- Nickname : Auto Populated
- User License : Salesforce Platform
- Profile : NGOs Profile
- Active : Check
- ClickSave

The screenshot shows the 'User Edit' dialog box for creating a new user. The 'General Information' tab is selected. The form fields are:

- First Name: Iksha Foundation
- Last Name: Iksha_Foundation
- Alias: iiksh
- Email: thotadhanasree8@gmail.com
- Username: iksha234@sb.com
- Nickname: User1749113177451928039
- Role: <None Specified>
- User License: Salesforce Platform
- Profile: NGOs Profile
- Active: checked
- Marketing User: unchecked
- Offline User: unchecked
- Knowledge User: unchecked
- Flow User: unchecked
- Service Cloud User: unchecked
- Site.com Contributor User: unchecked
- Site.com Publishing User: unchecked

A red box highlights the 'Active' checkbox. A red arrow points from the text above to the 'Active' checkbox in the dialog box.

Creation of User2:

- First Name : NSS
- Last Name : NSS
- Alias : nnss
- Email : jagadeeshmanasa90@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 : jagadeeshmanasa90@gmail.com
- Username : street234@sb.com
- Nickname : Auto Populated
- User License : Salesforce Platform
- Profile : NGOs Profile
- Active : Check
- Click Save

The screenshot shows the 'User Edit' page for a user named 'Street_Cause StreetCause'. The page is titled 'User Edit' at the top left and has a 'Help for this Page' link at the top right. The main area is divided into sections: 'General Information' and 'Marketing & Analytics'.

General Information:

Field	Value
First Name	Street_Cause
Last Name	StreetCause
Alias	sstre
Email	thotadhanasree8@gmail.com
Username	street234@sb.com
Nickname	User1749113448928875808
Title	(empty)
Company	(empty)
Department	(empty)
Photo	(empty)

Marketing & Analytics:

Role	Value
Role	<None Specified>
User License	Salesforce Platform
Profile	NGOs Profile

Other settings include 'Active' checked, and several user type checkboxes: Marketing User, Offline User, Knowledge User, Flow User, and Service Cloud User, all of which are unchecked.

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 empty. Below this, a search bar is set to 'Public Groups'. The 'Available Members' list contains 'Group: Iksha' and 'Group: StreetCause'. The 'Selected Members' list contains 'Dhanasree Thota' and 'NSS NSS'. An 'Add' button is located between the two lists. At the bottom right, there is a message: 'Activate Windows' and 'Go to Settings to activate 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

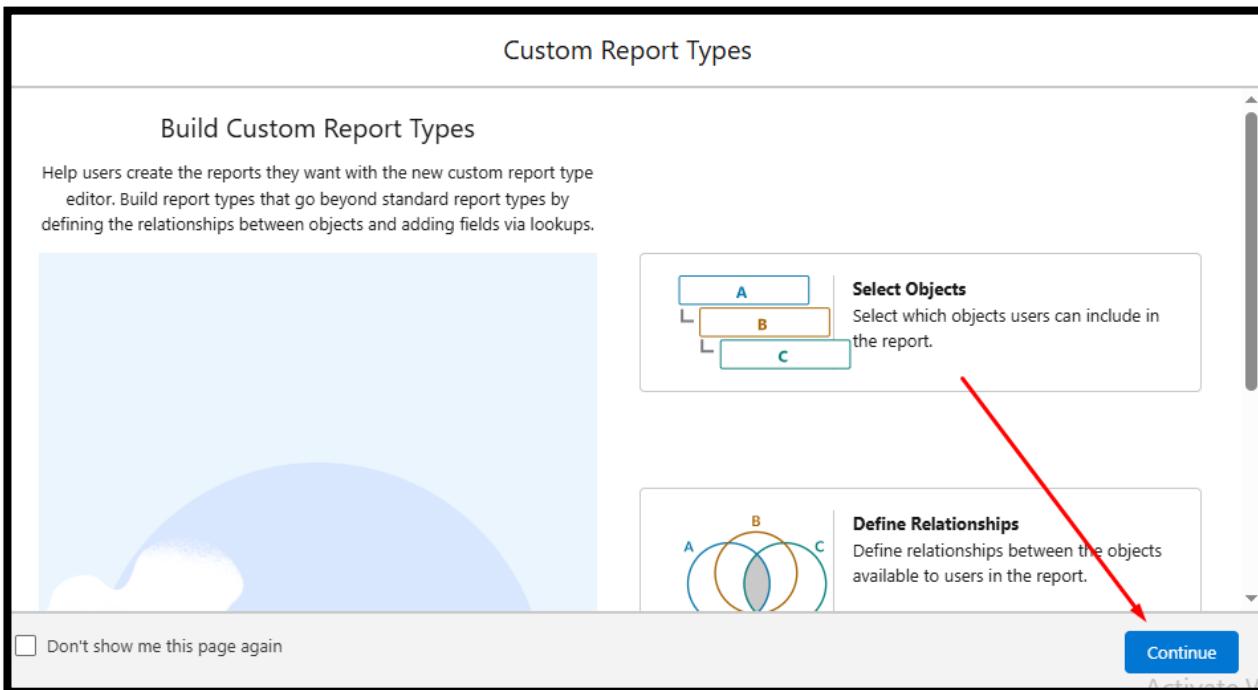
Action	Label	Group Name	Created By	Created Date
Edit Del	Iksha	Iksha	Thota, Dhanasree	6/5/2025, 1:55 AM
Edit Del	NSS	NSS	Thota, Dhanasree	6/5/2025, 1:56 AM
Edit Del	StreetCause	StreetCause	Thota, Dhanasree	6/5/2025, 1:59 AM

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

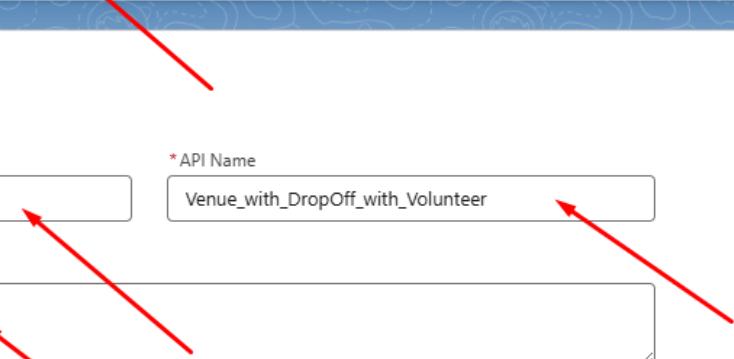


Details

* 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.

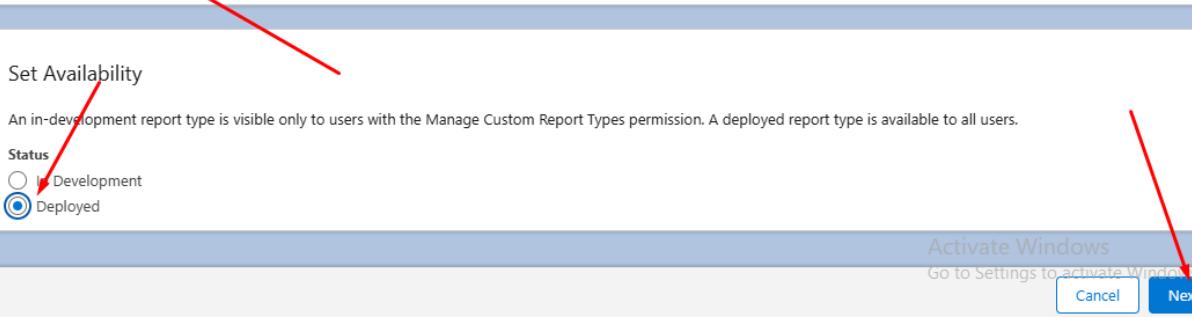
Status

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

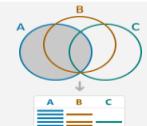
B Drop-Off Points
A to B Relationship:
 Each "A" record must have at least one related "B" record.
 "A" records may or may not have related "B" records.

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

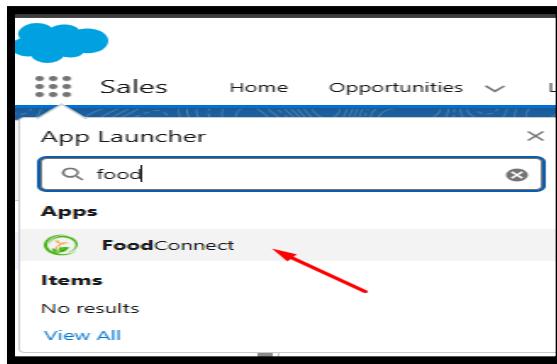
[Cancel](#) [Save](#)



Milestone-12

Creation of Report on Venue with DropOff with Volunteer

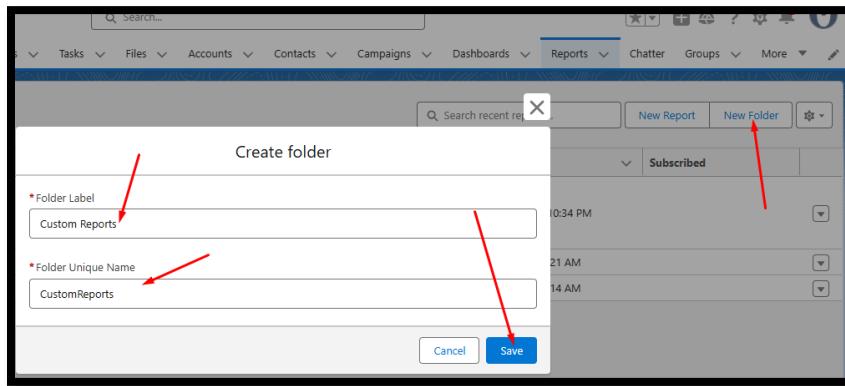
1. Go to the app(FoodConnect)



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.

The screenshot shows the Salesforce Report Builder interface. The report is titled "venue and Drop Off point" and has a sub-title "Venue with DropOff with Volunteer". The left sidebar shows the report structure with "Outline" selected, displaying "Groups" and "GROUP ROWS" sections. Under "GROUP ROWS", there is a "Add group..." button highlighted with a red arrow. The main content area displays a table with data grouped by "Volunteer Name". The columns are "Venue Name", "Drop-Off Point Name", and "Distance". The data rows include:

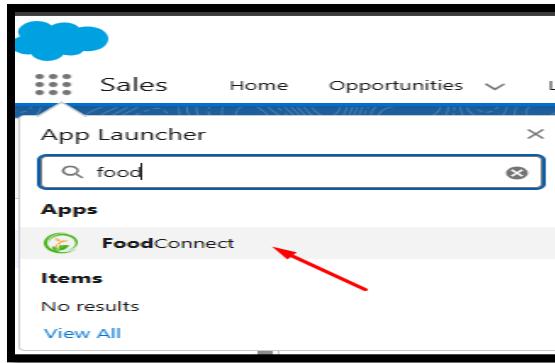
Volunteer Name	Venue Name	Drop-Off Point Name	Distance
Allmas (1)	Allmas	Goa	-
Subtotal			0.0000
Dhanu (1)	Dhanasree	HYD	-
Subtotal			0.0000
Manasa (1)	Manasa	Chennai	-
Subtotal			0.0000
Mounika (1)	Mounika	tirupati	-
Subtotal			0.0000
Ramya (1)	Ramya	Tirupati	-
Subtotal			0.0000
Total (5)			0.0000

 At the bottom of the report area, there are checkboxes for "Row Counts", "Detail Rows", "Subtotals", and "Grand Total", all of which are checked. To the right of the report area, there are buttons for "Activate Windows", "Conditional Formatting", and "Go to Settings to activate Windows". The top right of the interface has standard Salesforce buttons for "Save & Run", "Save", "Close", and "Run", with "Save & Run" being the target of a red arrow. The top navigation bar includes Sales, Home, Opportunities, Leads, Tasks, Files, Accounts, Contacts, Campaigns, Dashboards, Reports, Chatter, Groups, More, and a pencil icon for edit.

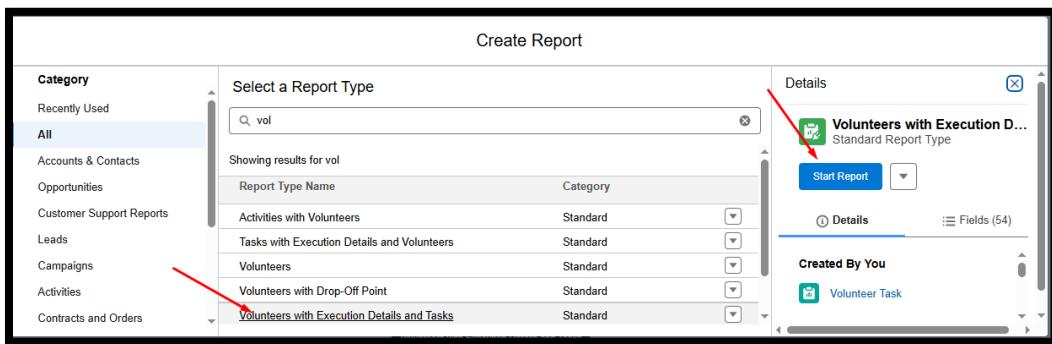
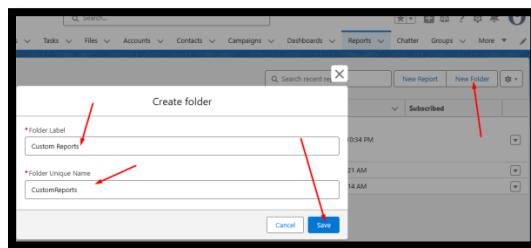
8. Give Label as :
9. Report Name : venue and Drop Off point
10. Report Unique Name : Auto Populated
11. Click on Select Folder and select Custom Report, then click on Save.

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.



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:

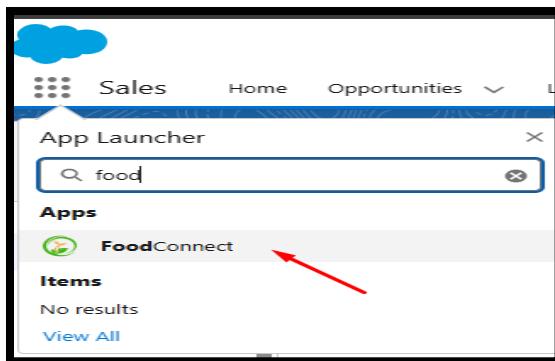
- REPORT**: Volunteer Task
- Filters**: Previewing a limited number of records. Run the report to see everything.
- Outline**: Shows the structure of the report with sections like "Volunteer: ID", "Subtotal", "Execution Detail", and "Total".
- Columns**: A list of columns including "Volunteer: Volunteer Name", "Task: Task Name", "Execution Detail: Execution Detail Name", "Volunteer: Owner Name", "Task: Date", and "Task: Rating".
- Preview**: A table showing data for five rows. The columns correspond to the columns listed in the "Columns" section. The data includes fields like "Volunteer: ID", "Volunteer: Volunteer Name", "Task: Task Name", "Execution Detail: Execution Detail Name", "Volunteer: Owner Name", "Task: Date", and "Task: Rating".
- Buttons**: Save & Run, Save, Close, Run, and Update Preview Automatically.

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	-

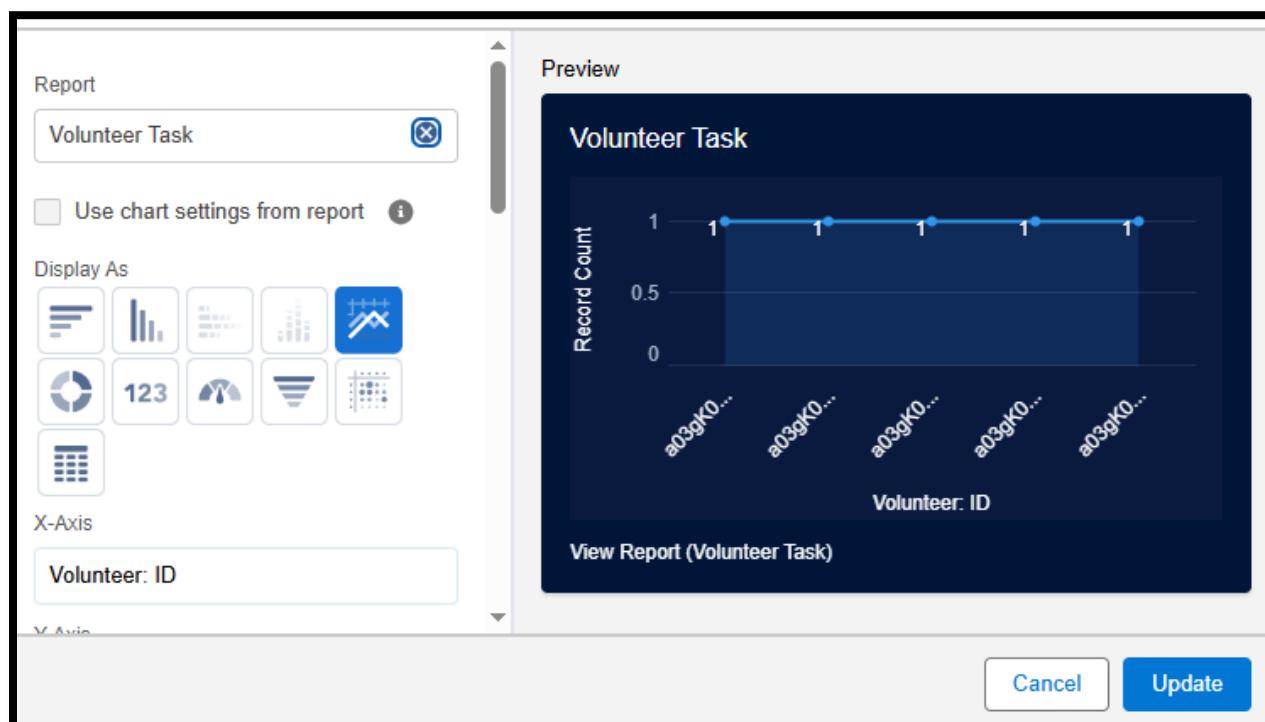
[View Report \(venue and Drop Off point\)](#)

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:

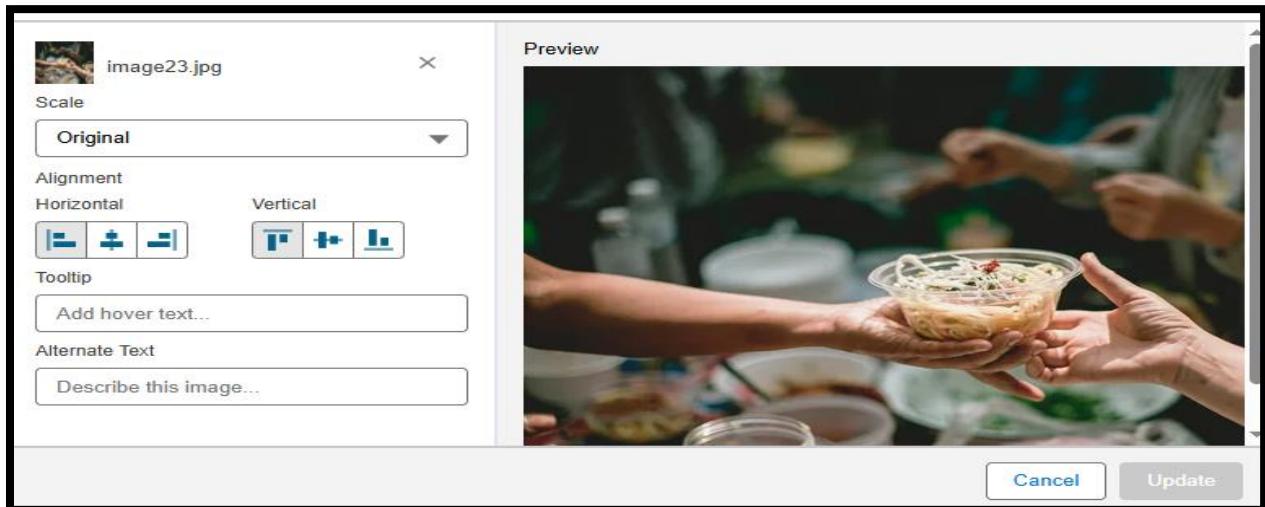
Display As : Select Line Chart

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.

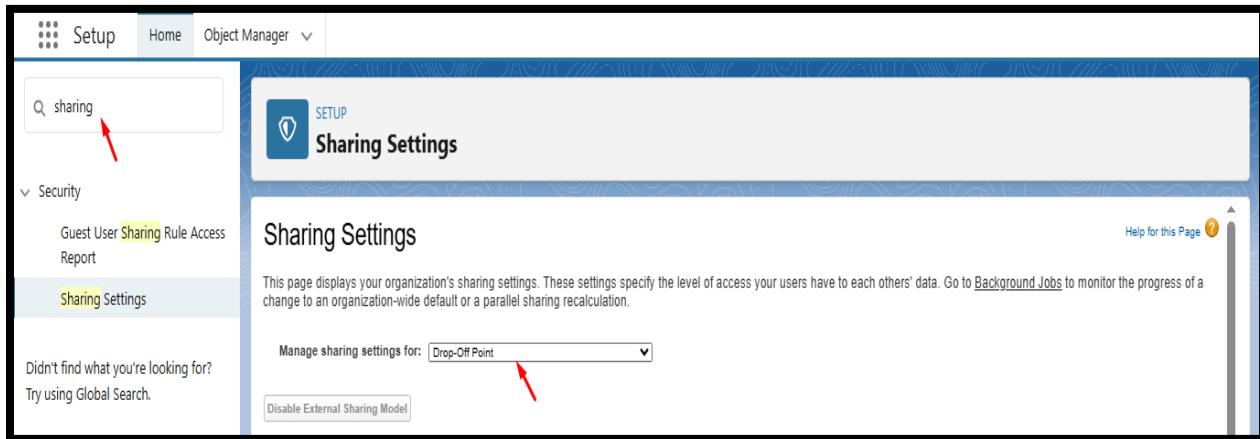


Milestone-14

Sharing Rules

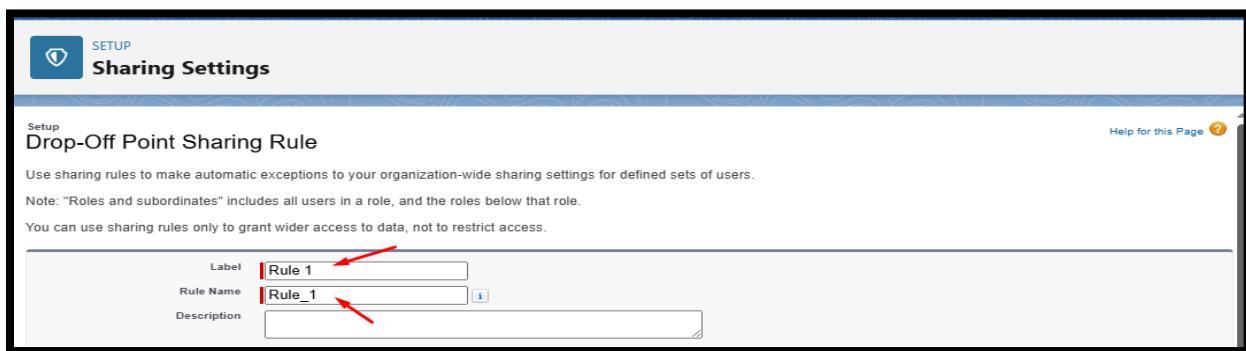
Creation of sharing rules:

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	Logic
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

Drop-Off Point Sharing Rule

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:

Help for this Page [?](#)

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	Logic
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

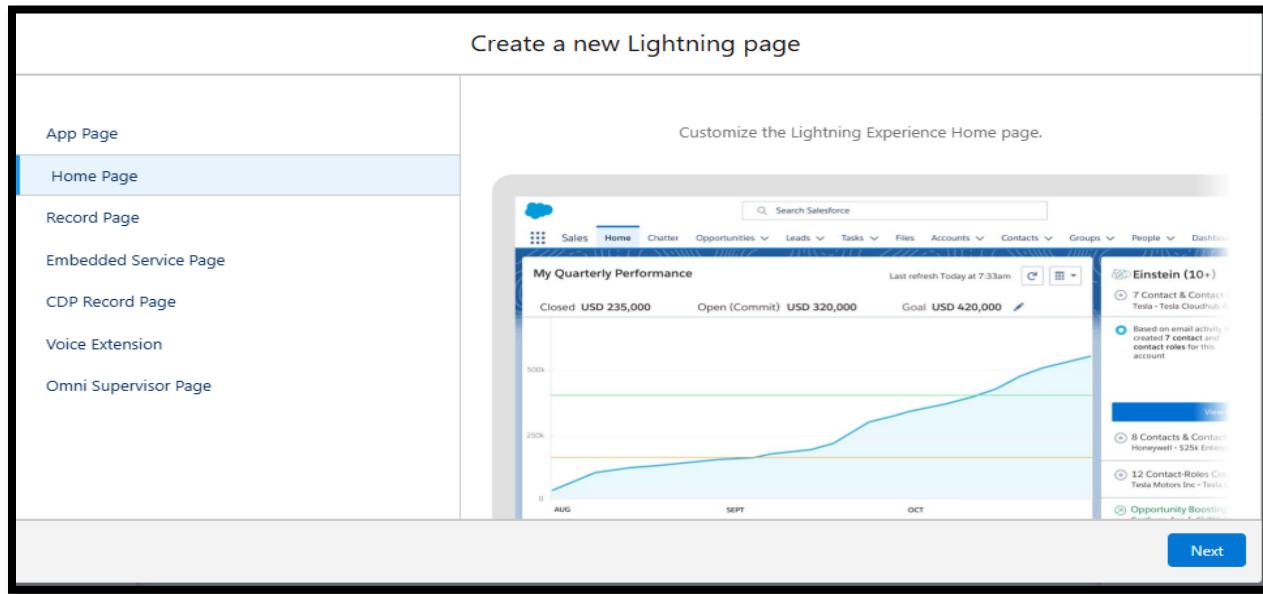
Activate Windows
Go to Settings to activate Window

Save **Cancel**

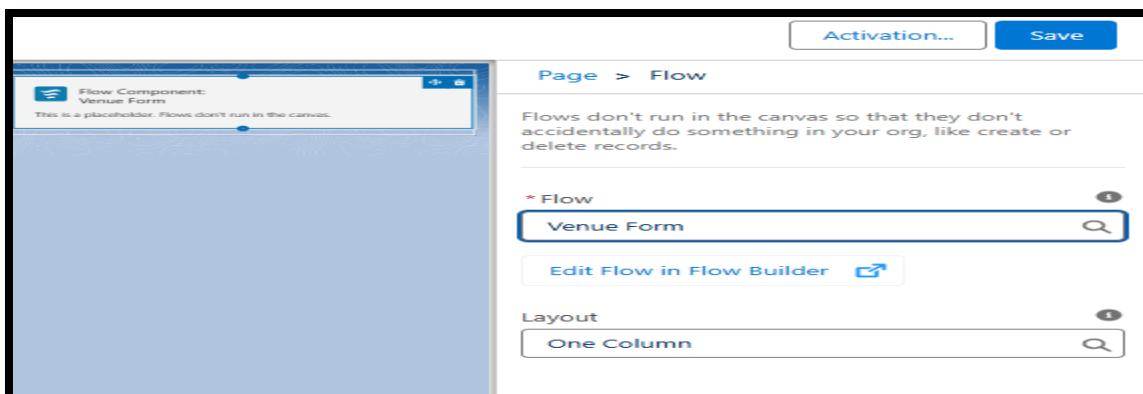
Milestone-15

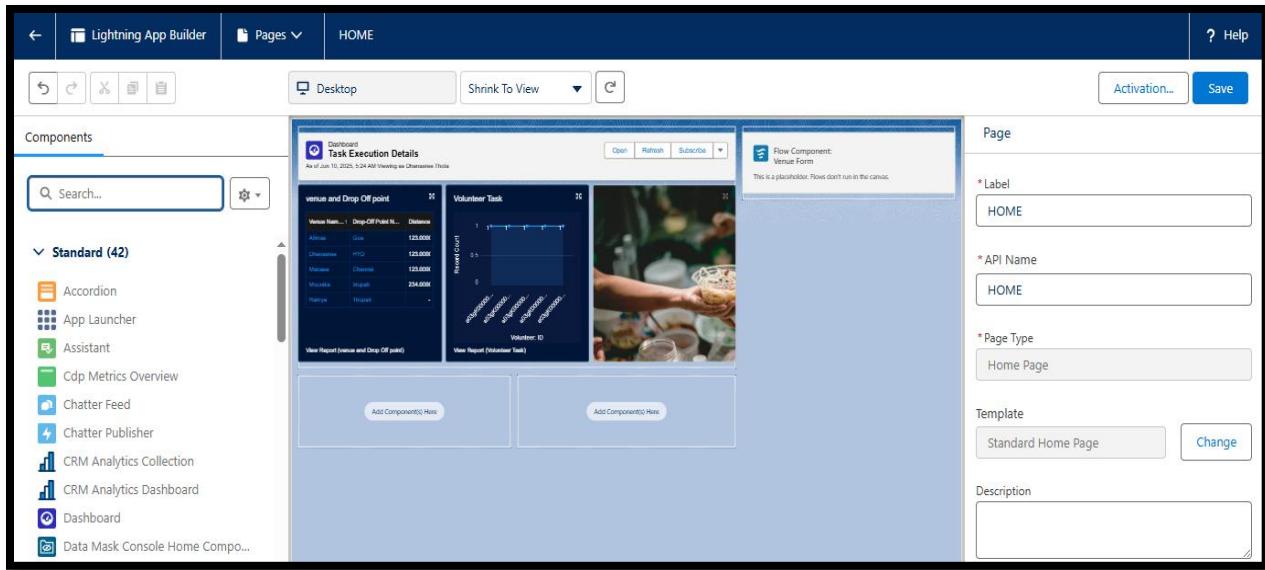
Home Page

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 application 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 list titled 'Recently Viewed' with 5 items updated a few seconds ago. The list shows task names: Work, work2, work3, Work4, and Work5, each with a checkbox and a dropdown menu. A toolbar at the top of the list provides options for New, Import, Change Owner, and Assign Label.

Tasks Tab

The screenshot shows the FoodConnect application 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 list titled 'Recently Viewed' with 5 items updated a few seconds ago. The list shows volunteer names: Dhanu, Ramya, Manasa, Mounika, and Allmas, each with a checkbox and a dropdown menu. A toolbar at the top of the list provides options for New, Import, Change Owner, and Assign Label.

Volunteers Tab

The screenshot shows the FoodConnect application 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 list titled 'Recently Viewed' with 5 items updated a few seconds ago. The list shows execution detail names: Mounika, Allmas, Manasa, Ramyashree, and Dhanasree, each with a checkbox and a dropdown menu. A toolbar at the top of the list provides options for New, Import, Change Owner, and Assign Label.

The screenshot shows the FoodConnect software interface with the Reports tab selected. The top navigation bar includes Home, Venues, Drop-Off Points, Tasks, Volunteers, Execution Details, Reports (which is highlighted in blue), and Dashboards. On the left, a sidebar titled 'Reports' shows 'Recent' items: 'Created by Me', 'Private Reports', 'Public Reports', and 'All Reports'. The main area displays a table with columns: Report Name, Description, Folder, Created By, Created On, and Subscribed. The table contains three rows:

Report Name	Description	Folder	Created By	Created On	Subscribed
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"/>
Volunteer Task		Custom Reports	Dhanasree Thota	6/5/2025, 2:21 AM	<input type="checkbox"/>
venue and Drop Off point		Custom Reports	Dhanasree Thota	6/5/2025, 2:14 AM	<input type="checkbox"/>

Reports Tab

The screenshot shows the FoodConnect software interface with the Dashboards tab selected. The top navigation bar includes Home, Venues, Drop-Off Points, Tasks, Volunteers, Execution Details, Reports, and Dashboards (which is highlighted in blue). On the left, a sidebar titled 'Dashboards' shows 'Recent' items: 'Created by Me', 'Private Dashboards', and 'All Dashboards'. The main area displays a table with columns: Dashboard Name, Description, Folder, Created By, Created On, and Subscribed. The table contains two rows:

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

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.